

## ST GERMANS COMMUNITY SHOP

### ANNUAL GENERAL MEETING

Wednesday 24<sup>th</sup> October 2018

**1. PRESENT:** 25 persons attended, all of whom were shareholders

**2. APOLOGIES:** Maureen Lever and Jennie Lewington

**3. MINUTES:** of the last AGM were circulated (and had previously been available at the shop and on line). There were no matters arising. The minutes were formally accepted

#### **4. CHAIRMANS REPORT:**

Pat Parritt thanked everyone for attending and confirmed there was a quorum to continue with the meeting.

Pat confirmed that there had been no changes to the committee since last years AGM and thanked all them for their time and work which has meant that the shop and post office continued to operate successfully

Committee currently consists of :

Pat Parritt – Chairman,

Jon Banyard – Treasurer

Penny Thorne – Secretary,

Kay Beeby – Post Office lead,

Lesley Banyard – Communications

Other committee members – Ann Drew, David Kilborn, Michael Gilford

All committee members are volunteers as well as on the committee.

Pat also took time to thank Dave Bennett in particular who has continued to help and advise us on general maintenance and this year carried on despite a period of ill-health

In January we were able to give grants to some of the local clubs totalling nearly £2k

This year we would like the AGM's approval for grants to total approximately £3k – vote to be taken later in the meeting

Pat also thanked all the volunteers who give their time and again this year rose to the challenge of having extended opening hours during the Port Eliot Festival which is our most successful trading period

The footfall of customers has slowly declined over the past few years although the spend per person has increased. We would be willing to look at any ideas from members for encouraging new shoppers and ask people to again spread the word with newcomers to the village about our excellent facility

The most major change this year has been the arrival of Jennie Lewington who has taken over following Sara's retirement. Jennie has quickly picked up the reins and is keeping the shop running smoothly. We really appreciate her knowledge and enthusiasm.

## TREASURER REPORT - AGM

Jon Banyard current treasurer went over the accounts which were circulated at the meeting (copy attached to the minutes)

Last year we gave out grants to the following :

Priory Trust £500  
May Tree Fair £264  
Polbathic Players £179  
Youth project £610  
Rainbows £120  
Brownies £150

Jon called for approval to allocate £3k in grants this year – Vote was taken and unanimously carried

### Profit and Loss

- Turnover was nearly £210k which is down by £5K from last year
- Stock purchases were also down by £10k – this is due to better deals, sale or return, and the use of different suppliers
- Gross profit was up by £5k to £49.3K
- Operating costs were much the same overall at £30K
  - Notable downs – BT Bookkeeping, grants to local organisations
  - Notable ups – Electricity, repairs and bank charges
  
- After all that net profit was up by £6.5K to nearly £17K
  
- What do we need to do to improve – get more customers – ideas on how to do this welcomed
  
- What have we done ?
  - Lowered prices where we can – milk, veg, alcohol
  - Put out flyers
  - Use of Facebook to its potential
  - And as always, we extend a warm welcome to those coming into the shop

### The Future

On balance we have a good community asset versus long term viability. The future is secure until 2020 so our strategy during the last few years has been to build a capital fund to use to secure the long-term future of the shop and that strategy will continue. After 2020 is a little more uncertain as we do not know at the present time what the outcome re the lease will be.

## **VOTE ON ACCOUNTS**

In recommending that shareholders should accept the accounts, committee believes that the record-keeping and the processes that have produced these accounts are accurate and fit for purpose.

Proposed : Jon Banyard

Seconded : Pat Parritt

Approved unanimously by the meeting with no objections

Account Preparation – Jon proposed that we do not need to apply for formal audit of accounts

Proposed – Jon Banyard

Seconded – Pat Parritt

Approved by a majority with no objections

## **RE-ELECTION OF COMMITTEE**

The existing Committee all stepped down

Election of Officers 2018/2019.

Chairman – Pat Parritt

Treasurer – Jon Banyard

Secretary – Penny Thorne

Committee members – Lesley Banyard (communications), Anne Drew (volunteer/shareholder representative), Kay Beeby (post office rep)

David Kilborn – Michael Gilford

All were elected unanimously with no objections. There are currently no vacancies on the committee

## **AOB:**

**Alan Cousins** raised the question if we were looking at changing to a different bank to reduce the costs - Jon replied that he had looked into it but prospective banks were looking for personal details to link to a business account and that some of the committee members who were asked for these details declined and therefore this option was not progressed

**Anna Winter** asked if we had been given a reason why these details were required – Jon responded that we had not

**Paul White** asked if there was any reason for the drop in numbers of customers – Jon responded that it was a slow drop and difficult to know why/when

**Anna Winter** asked if we knew if the numbers in the PO had increased with the closure of other PO's – Jon said that monthly earnings from the PO had increased from £300 to approx. £450 therefore indicating we were getting more PO customers – unfortunately it has not led to an increase in shop customers !

**Alan Cousins** raised the question on what future for the shop post 2020 and when will we know what is happening – Jon outlined some options we may be faced with

- Brewery no longer want to support the pub – we may then go to Port Eliot for discussions
- Brewery take out another lease
- We go to Port Eliot to look at leasing the shop directly with them
- We go to Port Eliot to look at purchasing our lease

We have to wait for the Brewery to make a decision – However Jon has already touched base with Bianca. We hope to know as soon as possible

**Sue Cousins** asked if the Passenger Transport group could be part of the collection rota. It was agreed and this will be passed onto Sandra Lester who oversees the collections

**Alan Cousins** thanked the committee for all its hard work

Meeting concluded at 21.50