



THE CHITTLEHAMHOLT VILLAGE SHOP ASSOCIATION LIMITED

Annual General Meeting

Wednesday 2nd November 2022
Chittlehamholt Village Hall.

MINUTES

1. Welcome and apologies.

17 members in attendance, 5 proxy votes received.

Apologies were received from Ron Thorne, Rebecca Richardson, Drs Mike & Clare Payne.

2. To receive the minutes of previous AGM held on Thursday 16th November 2021.

The minutes had been previously circulated and were received by the meeting.

3. Matters arising.

There were no matters arising.

4. To receive the Committee management report for the year ending 31st May 2022.

The Committee's report had been previously circulated and was received by the meeting.

The committee are progressing with the planned extension which it is hoped will be built in summer 2023. The extension will be funded by Section 106 funds from the Highbullen development, with additional match funding if available. The proposed plans are available to view at the shop. The shop has a new website, over time it will have additional business functionality such as product requests and potentially place orders.

A member asked about the possibility of obtaining an alcohol licence. The vice-chair responded to say that although North Devon Council had the power to grant a licence they do not, at present, grant community licences to social enterprises such the shop. The committee will continue to lobby for a change in policy

5. Motion: "The Association agrees to receive unaudited accounts as permitted under the terms of the Deregulation (Industrial and Provident Societies) Order 1996".

Proposed by Malcolm Neal and seconded by Anne Thorne. The motion was passed by 22 votes for, with no abstentions and no votes against.

6. To receive the accounts for year ending 31st May 2022.

The accounts had been previously circulated together with comments and were received by the meeting.

The Treasurer warned that rising costs were impacting the shop, especially electricity. Replacing an inefficient freezer and the new heat pump were expected to significantly reduce our usage, but when the existing contract ends, May 2023, we expect to see our unit rate increase by as much as 300%. The ordering team were working to minimise costs but almost every order placed with suppliers saw some price increases. Being a small shop we cannot achieve economies of scale.

Malcolm Neal was thanked for his work on the accounts.

7. Motion: "The Association agrees that the Shop Management Committee produce a financial plan to provide a ring fenced fund of reserves within the main operating account that is sufficient to ensure the longevity of the shop building".

The vice-chair explained that the building, opened in 2013, had a design life of 25 years. The committee propose to ring fence funds each year to build a reserve for eventual replacement and significant capital expenditure.

Proposed by Malcolm Palin and seconded by Pete Ayley. The motion was passed by 22 votes for, with no abstentions and no votes against.

8. Election of Management Committee for the coming year. In accordance with the Association constitution Heather Baker and Andrew Coupe have retired from the committee and are standing for re-election.

Heather Baker (proposed by Andrew Coupe and seconded by Malcolm Neal) and Andrew Coupe (proposed by Heather Baker and seconded by Phil Catchpole) were both elected.

The formal business closed at 20.20.

After the formal business members present had an opportunity to ask questions of the committee and make suggestions which the committee will take forward.

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