

Hollins Green Community Shop

AGM Meeting Minutes

Friday 2nd June 2017, 6.30 pm
At The Red Lion, Hollins Green

Present:-

Committee members: Phil Atkinson; Julie Atkinson; Pete Higson; Helen Weight; Mary Barbour;

Apologies: Sam Green

Shareholders and public: Oliver Weight, Pauline Senior, Philip Senior, John Lennie, Brenda Lennie, Terry Pobert, Mary Moloney, Carol Atherton, Lyn Jones, Keith Jone, Kathryn Hart, Roger Lightup.

Minutes	Action
<p><u>Opening</u></p> <p>Mary Barbour thanked everyone for coming and introduced the committee and explained the agenda for the meeting as follows:</p> <ol style="list-style-type: none">1. Chairman's report2. Financial Annual Accounts3. Plans for coming year4. Election of Committee5. Membership <p>Phil Atkinson (Chair) welcomed everyone. Phil went through the chairman's report and a brief overview of the financial accounts (See attached). Financial report – The financial report was handed out and Mary Barbour asked if the shareholders would formally agree them. The shareholders voted to formally agree the financial report</p> <p><u>Plans for coming year</u></p> <p>Julie Atkinson (Shop Manager) explained how the shop has progressed through the last year and how everyone, volunteers and staff have helped in the success of the shop. Julie explained that it is very hard to establish demand on a daily basis and that the weather has a huge impact on takings. To improve profit margins, takings must increase. Julie is hoping to expand the café area as this allows a much larger profit margin but we also need to make the café area larger to fulfil this. At the moment we only have 3 tables inside the shop but when the weather is pleasant we can increase this area by putting seating and tables outside.</p> <p>Julie reported that the November fundraiser went well and she was overwhelmed with the feedback and support from the community. Because of this success she will be repeating another November fundraiser in 2017 and a July event which is to be confirmed.</p> <p>Other fundraising is still scheduled such as raffles in the shop and the continuation of the 200 club.</p>	

Julie is maintaining social media sites and notifications in the local 'In the Know' booklet that is sent to every house in the village every 3 months. She explained that we should use word of mouth to encourage villagers to use the shop more and intern, increase sales.

Carol Atherton said that she would be happy to run a survey to see if villagers are using the shop and if not, why aren't they. This will help Julie to gauge requirements to increase footfall.

Election of Committee

It was explained to the shareholders that five members of the current committee, Phil Atkinson, Pete Higson, Mary Barbour, Sam Green, Geraldine Owen, Linda Burgess and Helen Weight were willing to continue to stand if voted in. Mary went through the formalities of electing/re-electing the committee and asked if the shareholders would like to elect a new committee or re-elect the present committee. A vote was cast and the present committee was re-elected. Phil asked if anyone else would like to become a member of the committee and the following people wish to be included:

Philip Senior
Kathryn Hart
Roger Lightup

Membership (Shareholders)

We have 106 shareholders and it is still open for new members to join. Each share price is £10 and only one share is permitted per person although we are happy to accept larger donations for shares if people wish to do so. The profit from the sale of shares will go back into the business to benefit the running of the shop.

Phil opened up the floor to questions:

Q) Is there anything that the Parish Council can do to help with funding?

A) Julie is talking to Warrington Borough Council about this and one of the options she is trying to pursue is the addition of signs on the main roads to alert passes by to the location of the shop. This is in hand but could take several months to conclude.

We also apply for any grants that we feel we would gain success in and we were awarded several grants on the opening of the shop. Future grants would have to be for something specific that would benefit the community, we will continue with researching and applying for such grants.

We have applied for the National Lottery but have been told that this could take a very long time with no guarantee that we would be successful. It is in the hands of the National Lottery company to decide if and when we could have it.

Q) Does the rent for the shop include rates?

A) We do not pay rates as we fall under the small business rateable value.

Q) Could the village shop be located in the village hall as this would give more space for expansion?

A) If the village hall is ever developed and rebuilt, we would look at entering negotiations to share part of the building for this. We would talk to the community and the village hall committee to see if this would be a viable option. The village hall committee are about to talk to architects to see if a rebuild or renovation is viable, the HS2 may have an impact on the outcome of the decision.

Q) Could the shop buy an awning for the window of the shop?

A) This is something we are keen to purchase but we would need funding to enable us to do this.

Q) Are there provisions in place for continual cleaning, maintenance and repairs for the shop?

A) Yes, we have a continual programme of maintenance and ask for volunteers to help carry out the work.

Q) Would the shop benefit from using social networking such as 'Nextdoor – a private social network for your neighbourhood'?

A) Yes, we feel we would greatly benefit from such a site and will ask volunteers to look into this for us, we already use Face Book and will continue to develop our social network connections.

Q) How valuable is the current supplier Palmer and Harvey?

A) Our orders are worth a yearly total of £150K to Palmer and Harvey and we do not think we are getting the best deals considering the money that we spend with them. Julie is in talks to rectify this and Palmer and Harvey are improving their service with us. It is difficult as we are a small business and many companies cannot offer us a huge discount or credit on the amount of supplies that we order. Other suppliers are being considered and talks with them and Palmer and Harvey are continuing.

Q) Would the shop benefit from a small survey to see who is using or not using the shop and why?

A) Yes, we think the shop would hugely benefit from this. Word of mouth and understanding our customers' needs would help us a lot. A volunteer has agreed to look at this for us and will be happy to speak to locals for us.

Phil closed the meeting and thanked the staff, volunteers and committee for all their hard work in running the shop.