



WESTBURY PARISH HALL CHARITY

Meeting of Westbury Parish Hall Charity, Westbury Community Shop Committee & Westbury Village Hall Association on Wednesday 3rd October at Westbury Village Hall at 8.00 pm

	Key points/ Actions
<p>Welcome 139/18 Members present WPHC Sue Barrett (SB), James Stone (JS), Ian Wakeford (IW) & Cathy Knott (CK) WCS John Heal (JH), Sue Lucas (SL) & Ros Christian (RC) WVHA Jeff Christian (JC) Apologies received from Ron Parsons (WPHC)</p>	
<p>140/18 Disclose any conflicts of interest relating to the Agenda None disclosed</p>	
<p>141/18 Actions from previous minutes SB went over the actions from the previous joint meeting in April. No matters are outstanding.</p>	
<p>142/18 Items relating to WCS The shareholders meeting has taken place and minutes have been circulated. The committee is exploring ways of getting more support and use. JH has made contact with HS2 to discuss the possibility of holding meetings at the hall and provide lunches/refreshments etc.</p> <p>JH circulated sales figures from the last 5 months and compared to the same time frame the previous year (appendix 1), this shows an increase in sales of circa. £2000.00 but staff costs have increased by circa. 3,000 for the same period.</p> <p>Hellen is responding to requests from customers and is making a real effort to stock the right items, hence sales are picking up.</p> <p>Wild Fox have stopped selling items in the shop.</p> <p>SL has attended a training workshop where a lot of good ideas were discussed but no extra advice was gained on increasing village engagement</p> <p>Hellen feels that on average 25% footfall is villagers and 75% non-villagers. It was agreed they should promote the shop and encourage more participation at the village breakfast on 4th November.</p> <p>JH advised they have in excess of £20,000.00 in the bank account and can run at the current level for 2 – 3 years.</p> <p>JH and SL indicated that the current committee may not be prepared to continue after 2019 and suggested a joint discussion on the future. IW outlined the relationship between WSC and WVHC emphasising that the final decision remains with the shareholders of WSC. It was agreed to wait until our next meeting in April 2019 when Hellen will have been managing the shop for a year to discuss this further.</p>	

<p>JH and Hellen are meeting with Chris Donoghue this Saturday to discuss the shared use of the kitchen on Saturday afternoons when the bar is open.</p> <p>There are two new signs on the A422 showing directions to the shop. It was agreed these were useful and eye-catching.</p> <p>A coffee survey has been carried out in September 2018 with good results showing that the majority of customers were happy with the strength/quality of coffee.</p> <p>JH advised that the alcohol licence is a problem. Sarah Myers currently holds the licence but doesn't want to anymore. He asked if we knew of anyone in the village who might be able to help. Suggestions were made which JH will follow up. CK will circulate a village email asking for support if nothing materialises.</p> <p>JH, SL & RC left the meeting at 9 pm.</p>	<p>JH</p>
<p>143/18 Items relating to WVHA</p> <p>JC advised that the lock on the front door was broken. A quote has been received to fix it – £295.00 + VAT for parts and £160 .00 + VAT for labour. JS advised this would have to come out of WVHA's account.</p> <p>JC advised that WVHA had £11,380.00 in the bank.</p> <p>The bar arrangement with WCC has been successful, congratulations to Tom Boardman with projected profit for the cricket season (May – Sept) at £5600.00 (last year for the same period profit was £3900.00). Any profit over £3500.00 is shared 50/50 between WCC and WVHA. Tom Boardman is responsible for stock until after their end of season dinner on 27th October, then Chris Donoghue will take over.</p>	
<p>144/18 Next meeting date To be confirmed.</p>	
<p>145/18 AOB None received.</p>	

The meeting closed at 9.30 pm