

# METFIELD STORES Co-operative cic

THE STREET, METFIELD, HARLESTON, NORFOLK IP20 0LB

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Registered company no. 5668382 VAT no. 889974522

## MINUTES of BOARD MEETING held at 5:00pm on 27 May 2022 at Metfield Village Hall

<b>Present:</b> Peter Haynes (PH), Maggie Cochrane (MC), Jan Rusted (JR), Amanda Illing (AI), Caroline Miller (CM) (minutes), Linda Norris (LN) (Chair)		
<b>Apologies:</b> Sue Mead (SM)		
1.	<b>Declarations of Interest:</b> AI – Wakelyns	
2.	<b>To approve and sign the minutes of the last meeting:</b> AGREED and signed	LN to post
3.	<b>Matters arising not on the agenda and Action Plan:</b> None	
4.	<b>Decisions taken at Reserve Business Meeting (RBM):</b> None	
5.	<b>Finance (CM):</b> The finance report was presented and discussed. This showed a minor drop in daily takings for April although it was not felt that this was out of line with the pattern in previous years. At the same time the shop had been restocked following the end of year stock take and in advance of SM's holiday. It was noted that the grant to cover the cost of the new oven had not yet been received although this is imminent.	
6.	<b>Shop Manager's report (SM):</b> SM's report was discussed. SM and the Directors extended their thanks to the volunteers who helped to cover for SM's absence. It was noted that LN had taken on substantial additional responsibility during this period.	
7.	<b>Any Other Business:</b> <ul style="list-style-type: none"><li>LN has done a great deal of work investigating alternative providers of credit card services. As it is likely that we will be able to achieve substantial savings by changing providers It was <b>AGREED</b> that a written report would be submitted to Board members as soon as possible so that an alternative provider could be appointed, if acceptable to a majority of Directors, before the July Board meeting.</li></ul>	LN
8.	<b>Date of next meeting at VH:</b> 7 July 2022. Subsequent meetings to be held in the shop: 4 August, 1 September, 6 October, 3 November, 1 December	

Meeting ended at 5:30pm

Signed ..... *Linda Norris* ..... (Chair of meeting)

Date ..... *7 July 2022* .....