



# FRENHAM VILLAGE SHOP

COMMUNITY INTEREST COMPANY (CIC)

Serving Frensham and Dockenfield in West Surrey



## ANNUAL GENERAL MEETING

Tuesday, 13<sup>th</sup> May, 2014, at 8pm  
The Church of the Good Shepherd,  
Dockenfield

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## MINUTES

### 1. INTRODUCTION AND APOLOGIES

**Present:** **Committee:** Susan Wicks (Chairwoman), Jenny Binks (Treasurer), Mayonne Coldicott, Len Davis, Harry Glover, Nick Houston, Patrick Rendell (Company Secretary), Kerry Weeks.  
**Shop Manager:** Paul Wakeman.  
**Minutes Secretary:** Liz Glover. (**Due to incapacity, minutes were taken by Janice Davis**).  
Thirty residents of Frensham and Dockenfield.

**Apologies:** Charles Maxwell ( Vice Chairman), Ann Maxwell, Margaret Houston, Pat Telfer, Joanna Bridges-Webb, Patty Davey, Jean Shephard, Clare Beer, Jane Beales.

### 2. APPROVAL of MINUTES

The minutes of the previous AGM, held on Tuesday, 7<sup>th</sup> May, 2013, were unanimously approved by the meeting and signed by Sue Wicks as a true and accurate record.

Proposed by: Len Davis

Seconded by: Chris Haynes

### 3. TREASURER'S REPORT and APPROVAL of ACCOUNTS

The Treasurer reported the results for the year ending 31 December 2013. An abridged document reporting the profit and loss account, the balance sheet and associated notes was circulated to the meeting and is attached. The Treasurer reported that the shop was in a healthy position, with the figures showing an improvement over last year.

In response to a question from the floor, the Treasurer said that although the Post Office showed a loss, this was largely due to part of the Manager's salary being charged to the Post Office. While it was impossible to quantify the effect the Post Office had on bringing in business to the shop and vice versa, it was undoubtedly beneficial. We are awaiting the results of a survey sent out by the Post Office last year.

The Treasurer asked the meeting to approve the accounts, which were approved unanimously.

Proposed by: Harry Glover

Seconded by: Mayonne Coldicott

### 4. CHAIRWOMAN'S REPORT

The Chairwoman welcomed everyone to the meeting and explained that because the current Minutes Secretary, Liz Glover, had fallen and broken her wrist and was unable to write, the minutes were being taken by Janice Davis, who had resigned last year but had stepped in at the last minute.

Sue reported that there had been a great improvement in our business strategy and that Paul Wakeman, the shop manager felt that it had been a very good first year. He had tackled challenges such as stock issues and wastage and also getting used to working in a voluntary retail environment. He found the commitment of the volunteers both refreshing and inspiring, and wanted to thank everyone who had given up their free time to be a part of the most enjoyable and challenging retail environment he has worked in. She emphasised that as Paul is always open to new ideas and looking for ways to keep one step ahead of the competition, people should feel free to discuss any missed opportunities with him. She said Paul had made a huge impact as manager and called on the audience to show their thanks with a round of applause.

Sales of newspapers had remained buoyant and during 2013, income from national newspaper sales was our biggest single category, (nearly £25,000 for the year), ie an average of £450 per week. Sales to date in 2014 are continuing much the same. She thanked Harry Glover, for overseeing sales, Jane Beale for organising the rota and Alison Latter for dealing with the vouchers.

Other events which took place over 2013 were: -

- **Dockenfield Day**, which raised £237. The stall was organised by Kerry Weeks and manned by Paul and his wife, Sharon.
- **Frensham Fayre**, which suffered from bad weather but still raised £174.
- **MacMillan Coffee Morning**, which was very successful and raised £1,112.95 plus Gift Aid. Since the shop started supporting this event, we have raised just over £10,000. Sue said that this was a charity which touches all of our loved ones and this year we had lost some very special people.
- **Christmas Tree Festival**, which was organised by Harry and Liz Glover at St Mary's Church.
- **Christmas Hampers**. A local school ordered 38 hampers after seeing a sample one which had been prepared by Sue and put on display in the shop. A good example of seizing every opportunity.

Sue thanked all the Committee members for their continual hard work and support, and said that as Seb Fox was not standing for re-election we would need a replacement marketing specialist, so anyone interested should feel free to come and discuss it. She also thanked the volunteers working in the shop, the newspaper volunteers and Madeleine Pocknell for organising the blank spaces on the rota. She gave special thanks to Christine and Valerie for running the Post Office so smoothly, and invited the audience to show their appreciation with a round of applause.

There then followed a presentation to Christine Oliver who had completed ten years service as Post Office Supervisor at the Frensham Village Shop. The presentation was made by Mayonne Coldicott.

Finally, Sue emphasised the importance of all the loyal customers who support the shop. She thanked everyone involved and said that with such an enthusiastic team we could only continue to improve and go forward.

## **5. ELECTION OF CHAIRWOMAN AND OFFICERS**

Chairwoman:	Susan Wicks
Vice Chairman:	Charles Maxwell
Company Secretary:	Patrick Rendell
Treasurer:	Jenny Binks
Minutes Secretary:	Liz Glover

The Chairwoman and Officers were unanimously elected.

Proposed by: Peter James  
Seconded by: Andy Barker

## **6. ELECTION OF COMMITTEE**

Sebastian Fox had resigned from the Committee. The following Committee Members were unanimously re-elected:

Mayonne Coldicott: Len Davis: Harry Glover: Nick Houston: Kerry Weeks.

Proposed by: Ian Milne;  
Seconded by: Colin Hall

## **7. FROM 500 ACRES TO FRENHAM'S CHRISTMAS TABLES; The Story of Newlyn's Farm – Emma and Ian Higgins**

Newlyn's Farm has supplied FVS with turkeys etc at Christmas for a number of years. This very entertaining and interesting talk gave an insight into the growth of the business started ten years ago to the present day. Ian described how they had expanded from a farm shop selling their own meat and seasonal produce to premises that now include a coffee shop and cookery school. He talked about the way the animals are reared and how they use different breeds to give an all year round supply of meat. They also grow their own animal feed so that customers know exactly how the food is produced. Turkeys had been produced on the farm for the last thirty years but were now out-sourced and contract reared.

Following some questions from the floor, the Chairwoman thanked Ian and Emma for coming, and giving such an interesting talk.

## **8. AOB**

**As there were no further questions from the floor, the Chairwoman thanked everyone for coming and closed the meeting.**