**ISLIP VILLAGE SHOP LIMITED and ISLIP SHOP COMMUNITY FUND**

MINUTES OF ANNUAL GENERAL MEETING

Islip Village Hall

7 October 2024

7pm

**Present:** Shop Directors: Lindsay Stead, Director

and Secretary (LS)

Diane Wild (DW)

Stephanie Sandell (SS)

Shop Committee: Paul James, Chair (PJ)

Lindsay Stead, Treasurer (LS)

Diane Wild, Secretary (DW)

Jane Currie (JC)

Stephanie Sandell (SS)

Gwen Scott (GS)

Community Fund Trustees Jane Currie

Lindsay Stead

Paul James

**Also Present:**  Graham Davison, Jane Dixon, Louise Edwards, Judith Samuel, Justin Stead, Kate Venables, Merlin Smith, Mike Beverly, Chris Cook, Chris Rippon, Jane Hedges, Richard Brooks, Michael Davis, Jamie Mackie, Andy Mackie, Emma Wilkinson, Tim Mayes, David Cairns, Gary Frank.

**Apologies:** Maggi Davidson, Emily Cohen, David Hughes, Lyn Wardman

1. **Chairman’s welcome and introduction** PJ

The shop is doing well. We have increased footfall; customers are spending more. The fruit and veg, which is supplied by Crawfords of Kidlington Market seems to fly off the shelf, as fast as Jane can order it, more is needed. Ditto during the strawberry season, there was practically a shuttle service between the shop and Rectory farm to cope with demand. The regular Cornfield Bakery deliveries are widely appreciated and are generally snapped up, but then the following week we might have a surplus. It is very difficult to gauge it just right. We are still reliant on Sainsburys of course with no discount, but our regular suppliers like Bartletts continue to give the shop a good deal.

We are trialing donations of fruit and veg, such as Crop to Shop and will discuss this in more detail next year.

The Chair reported that The Shop Committee have decided to mark the valuable contributions made by the excellent volunteers who staff and assist in the shop by introducing a Volunteer of the Year Award. The winner of this first Award, by unanimous agreement of the Shop Committee, was Jamie Mackie. Jamie was presented with the Volunteer of Year Award – an apron and some chocolate.

The Chair mentioned that the committee would also like to thank Emily Cohen, Judith Samuel and Richard Brooks who all support Jamie.

1. **Minutes of Last Meeting (9th October 2023)**

These were approved and signed.

1. **Electoral Business**

Stephanie Sandell stood down as Director of the shop. Paul James was elected by Graham Davidson and seconded by Gary Frank.

Lynn Wardman was elected as a committee member in her absence by Paul James and seconded by Emma Wilkinson.

1. **Islip Shop Financial Report - LS**.

LS presented the Financial Report for **2023/2024** which is summarised here:

The Directors of the Shop are LS, SS & DW

* Turnover: £130,864, an increase of almost 19% over prior year £110,353)
* Gross profit (turnover less cost of stock) up: £30,210 (£23,557)
* Overheads: £20,388 compared to £15,560 in prior year, due largely to increased electricity costs
* Staff Costs: £8,532, an increase from £4,790 in prior year

The Shop made a smaller profit than last year, of £1,100 compared to £4,045. We could have avoided tax by making a donation to the Community Fund, but this has to be made during the financial year, and it is hard to predict a small profit. Next year if all goes well, we plan to make a donation even if it results in a small loss.

We continue to keep margins as low as possible but taking advantage of offers and avoiding waste. Encouragingly, not only has turnover increased but also number of transactions, suggesting that it is not only due to inflation but that customers value what we offer.

We are ever thankful to Raffi Zero for taking in deliveries and keeping the shelves full and the shop looking clean and welcoming. The purchasing role is divided between committee members with Lindsay Stead doing the Sainsbury’s orders and managing the epos system.

At the year-end current assets were £38,142 (£37,396) this included around £27,000 in the bank, and stock at cost. Currently there is roughly £2,600 in the current account and £28,000 in the deposit account, a total of £30,600.

We have enough reserves to cover the cost of a new chiller if need be.

The accounts were reviewed and accepted by Graham Davidson and Chris Cook. The accountants are doing a good job and will be employed next year.

1. **Shop Activities**

On the night of Saturday 2 March 2024, the Shop was broken into by 3 masked men. They smashed the glass on one of the entrance doors and climbed in. The alarm did go off, but it seems that no-one understood that it was for real, and the alarm shuts itself off after a time. From CCTV footage we saw that they were only interested in cigarettes and alcohol, neither of course are on the premises. The alarm was loud enough to unnerve them to depart before either getting into the storeroom or taking anything. Police were informed and given the CCTV footage, although nothing further has been pursued as far as we know. The damage to the doors and mess were significant. I would particularly like to mention three of the many people who were quick to help: David Cairns for being first on the scene and dealing with the police etc, David Hughes for attending to the temporary securing of the shop and arranging for the repair, and to Raffi for the immense clearing up operation. I would also like to thank, our landlord, the Village Hall Committee for accepting the fallout and getting the doors replaced so swiftly – and at its expense - and in that regard a special thanks to Anthony Dandridge. We have updated the alarm system although there is still testing to be done. We are also looking at upgrading the cameras.

Islip in general and the Shop in particular has hopefully made our Ukrainian guests in the village feel welcome and part of our little community. The discount scheme, which enables Ukrainian residents to make purchases at a discount plus small account bonuses, is gradually winding down as many of the initial guests have now moved on. PJ thanked the Committee for supporting that initiative.

Following on from that it has been an added bonus that Polina and Olga (from Ukraine) have been able to be provide invaluable help to shop by taking in early morning orders and general tasks. Polina has now left and her mother Olga (and daughter Olesia) has recently moved to Kidlington…and has been replaced in the shop by one of our most recent and welcome Ukrainian guests in the village, Inna Shuminova. Thanks to all of them.

Food Bank Donations: continue to be made and the Shop has made it possible for customers to make simple donations of cash as well via the till.

Gigaclear has finally, or at least is gradually, gearing up. The Village Hall Gigaclear system of which the shop is an integral part is now up and running. PJ hopes that this has seen at the very least a significant reduction in the number of till and credit card machine crashes and outings. With the withdrawal of all telephone landline services in the coming year, we have installed a cheap mobile phone as a temporary measure. We will be reviewing this and probably will upgrade to a VOIP service the New Year.

PJ expressed thanks to the following people:

Michael and Daria, who have come on board to initially to help is with the technical issues we encounter on an all too frequent basis. The medium-term plan is for Michael and Daria to re-invigorate and bring the Shop’s website up to date.

Thanks too to KateVenables and Chris Cook for all of their help. A special thanks to Chris Cook in organising and galvanising the Volunteer resources every week. A normally thankless task, so thank you!

And to the Volunteers: we have a substantial list. Some only sign up for the occasional shift, but that is still much appreciated, and then there are those of you, who turn up day after day, shift following shift. Thank you – you know who you are. We have managed to keep the shop open for all the hours we have published which is a remarkable achievement, given the modest size of our village.

To Raffi, who works tirelessly and with such good humour checking, stocking, cleaning the shop at the most unsocial times of day and night when most folks are asleep. The shop would be a very sad place without her.

Finally, to the Committee which works behind the scenes to keep this fantastic little shop up to speed.

Maggi Davidson also wanted to pass on her “thanks to the Committee for all they do for the village community and how much the shop is appreciated.”

1. **AOB**

Jane Dixon asked a question about whether it would be possible to source our potatoes from Rectory Farm rather than Kidlington market, but this is something that has been trialed previously and doesn’t work because people don’t like dirt on their potatoes.

There is often a question about where our fruit and vegetables come from. The answer is that it is impossible for us to find out.

Jane Hedges asked a question about the possibility of selling organic vegetables. The answer is that it is too difficult to consider this at present given storage problems, potential delivery cost and potential wastage.

The conclusion from the room was that the village shop does a great job of providing good quality cheap fruit and vegetables. The waste is minimal, and Jane does a fantastic job.

**Islip Shop Community Fund (JC)**

The Trustees of the Community Fund which is a registered charity no 1150098. Trustees are Jane Currie, Lindsay Stead and Paul James.

**Financial Report:**

The Shop has not made any further donations to the Fund in the financial year. Money from the Community Fund cannot be used to support the Shop. The Fund received a bequest of £5000 from Maralynn Smith last year. She requested it be used for a project to benefit the whole village. A bench has been discussed as has a tree.

At the 2023 AGM grants were agreed of £500 to the cricket club and £44.44 for bulbs for the churchyard. There is currently £7,078 in the account,

Chris Cook suggested a shelter in the playground. Justin Stead suggested that the area behind the noticeboard is cleared up and planted but because this belongs to the Parish Council we need to ask them first.

For 2024 there have been applications from the Cricket club and The Forest school. These applications will be discussed by the committee and decision will be announced in a few weeks.

Jane Hedges thanked the chair and the committee for an excellent meeting.

**The meeting was adjourned.**