

Minutes of a meeting of the Board of Cwmni Cymunedol Cletwr held in Siop Cynfelyn on 15th September 2016 at 7.30pm.

Present: Shelagh Hourahane (Chair) (SH), Nigel Callaghan (Secretary) (NC), Barry Wise (Treasurer) (BW), Rose Phillips(RP), Sylvie Fombonne(SF), Karen Evans (KE), Helen Ovens (HO), Chris Forster-Brown (Observer)

Apologies Marie Hockenhull-Smith(MHB), Cath Lloyd-Williams, Liz

1 Minutes of Last Meeting. Accepted.

- 1.1 Matters arising. Parking – being investigated
- 1.2 Plunkett day - 26th Nov Open Day, we get a £150 fee. NC to circulate report on plans
- 1.3 Coop centre conference. 29th Sept. Anyone interested?
- 1.4 Enviro assesment. Cindy and SH to meet Andy R to discuss options.
- 1.5 Notice board policy. Draft circulated. Biling preferred, Print policy and pin on noticeboard. Biling policy notice.
- 1.6 Minutes agreed.

2, Financial report. Discussion on figures ytd. Profit margins improved, sales up on last year. We owe money on electricity. Wage costs still some concern, and over budget. Needed due to lower volunteer numbers. Overall picture good.

Update on electricity situation.

Bank signatories:issues with co-op online banking and the multiple accounts. BW to query with co-op. Agreed to keep signatories as agreed, i.e. different on the two accounts.

3. Staff and Management matters

- 3.1 Volunteer recruitment. Possibility of Volunteering Wales grant to cover volunteer co-ordinator/trainer/ recruiter.
- 3.2 Bulk purchasing. Going to extend to general bulk purchase from all our suppliers.
- 3.3 Volunteer party 7th Oct in the Wildfowler. Encourage anyone interested to come.
- 3.4 New building plans. KE and JG have reviewed plans for kitchen fittings. Stay flexible.
- 3.5 Salary increases. Discussed

4. Board Strategy away day

CF has offered to collate some figures to help to inform the discussion.

Agreed to have two sessions: one to review where we are and how we got here, then a second to consider where we want to go next. Agreed SH, CF and XX to refine agenda and discussion points. All to feedback on discussion document. List of questions to be answered. CF to suggest start point. Aim to do review before agm. Mon evening? Cwtch for review. Somewhere nice for awayday, SF to investigate. Mon 24th Oct 6pm with grub. Jane and Sue and Conor to attend (paid)
Discussion on need for a volunteer co-ordinator.

5. CDG.

It's all complicated. Review meeting with architect Mon 19th to consider detailed technical drawings.

Lottery and CFP will not allow go-ahead until full agreement from RCDF (possibly mid-November). Permission given to start tender process and invite tenders.

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