



Minutes of The Board of Directors
held on Monday 19 January 2026 at 7.00pm
in Norton Sub Hamdon Reading Room

Attendees:	Simon Harris (SH)	Chair
	Chris Westwood (CW)	Secretary
	Lindsay Higgins (LH)	Treasurer
	Niall Clifford (NC)	
	Rowena Aley (RA)	
	Anne Fairweather (AF)	
	Lisa Gartell (LG)	

1 Apologies for absence

Mick Way (MW)
Kevin Mountain (KM)

2 Declarations of interest (Annual revision/new Declarations)

None

3 Minutes of previous meeting

Approved and signed

4 Property and Assets

The Board has agreed to keep the rental for the Minchington Land at £40 for this year on the understanding that the tenant provides a copy of his liability insurance. This will of course be reviewed next year. The land has been visited this month and is in good stead.

5 Finance Report

Prior to the Board meeting we discussed the property aspects of the Business with Jonathan Naughton.

November was an ok month but December has given us a big boost making up for the Xmas stock purchased in October/November.

We are still performing below forecast and Business Plan targets. The shop/Post Office performance is declining but the donations and Abri income etc. is giving an overall improving picture. This has helped our Current Account to reach the £30,000 mark.

Although interest rates are falling due to the cut in Base Rate the Board agreed to move up to a further £10,000 to the Savings Account.



As at the 31 December – Co-op accounts

95 Day Access -	£50,550.34
Instant Access -	£10,066.19
Current Account -	£32,258.38
Cash in hand -	£1,027.23
 Total -	 £93,912.14

The Customer Account letters are now in and AF has marked new limits for those that are keeping their accounts.

No progress has been made to the new website and we are to revisit to decide what we want to see. This is still ongoing.

Chalmers have declined to provide regular bookkeeper support and we are to advertise again for a paid position.

The National living wage increase of 4.1% comes in April which will place more strain on shop/Post Office performance.

The till software/hardware support has increased from £38 to £50 per month. The reason being that the hardware warranty has expired. If we pay up front we get a 5% discount. Agreed to pay the £50 per month up front.

6 Secretary and Action Log

Action Log discussed and updated.

7 Marketing

Now that the South Petherton Post Office has closed we are seeing SP residents using ours. We shall now target South Petherton via Facebook/their local resident websites/ newsletter etc. in an attempt to attract new customers.

8 Health and Safety

None

9 Shop/Post Office/ Fund Raising

The new rota system has been sorted and will commence at the start of February. Vee Morris will be in charge overall but the rota will be managed by the 2 managers according to their



shifts. Volunteers will report to their shift manager if unable to do their shift who will sort a replacement. Rota will be on a white board on a monthly basis.

Peter Callaghan has resigned as a volunteer and SH has written to thank him for his services with the shop and his assistance in setting up the vegetable supply from Bower Hinton.

AF's son has kindly donated a Rick Stein hamper and this will be raffled in the shop.

The new ramp is now in place with good feedback from customers.

NC has received an email from the Post Office advising that they are putting new systems in place. Email is being sent to all Directors for info. Nicola from the Post Office will be invited to next months meeting to advise of developments.

LH and builder have been to Wickes to choose materials for new counter. Will be dark timber effect sides and light worktop. Cost approx. £600. Board have approved and given the go ahead. We do have a £500 donation from the Parish Council.

10 AO Urgent Business

None

Next meeting date

Monday 23rd February 2026 at 7.30pm in the Village Hall.