



**Minutes of CLT Board Meeting, 23rd February 2026, Norton Village Hall Committee Room, 19.00**

**Present:** Simon Harris (SH) Chair  
Niall Clifford (NC)  
Lindsay Higgins (LH)  
Lisa Gartell (LG)  
Rowena Aley (RA)  
Kevin Mountain (KM)

**1 Apologies:** Anne Fairweather, Chris Westwood

**2 Presentation:**

Nicky Rusling gave a brief report on current and future practice in the Post Office:

The new system is in place and seems to work well.

Post Office head office charges 13p per cheque transaction which does affect our income.

Amazon parcels, delivered or collected, bring income of 58p per transaction, although this involves the Amazon driver spending much time scanning each item. It was suggested the volunteers could help with this – see item 10 below.

**3 Declarations of interest** – none.

**4 Minutes of 19 January meeting** – approved and signed.

Matters arising: It was noted that Mick Way had resigned.

**5 Property & assets:**

The land has been visited and is in good order.

**6 Treasurer's report:**

- February shop performance is closer to that budgeted for, and net profit seems to be on track. Further data investigation will determine precise reasons.
- Post Office finance is getting greater analysis, more details in future.
- Co-Op accounts and cash in hand amount to £91,137.12.

Lisa to contact Shop Committee to clarify attendance, aims etc. **LG**

A Chiselborough resident has shown interest in bookkeeping and will be invited to join the cashing up teams to see the back office procedure. **LH**

**7 Secretary / action log** (actions to be logged with Chris Westwood).

**8 Marketing:**

Louise Matraves continues enthusiastic promotions.

**9 Health & safety** – none.

**10 Shop / PO / Fundraising**

Fundraising via the Draw is going well.

Volunteers to be asked to help PO when large delivery of packages need scanning. **NC, RA**

Poster of PO hours and services for South Petherton library. **RA**

Shop and PO advertisement to be repeated in 2026 Flower Show booklet (£65?). **RA**

**11 AOB – none.**

Meeting closed at 20.15

Next meeting: Monday 23rd March, 7 pm in the Reading Room