

Minutes of meeting 11th July 2023

Lismore Shop & PO

1. Present Andy Hough, Laura Savill, Brona MacDougall, Julie Livingstone, Tony Currie, Pete Walker. Apologies Donald Maccoll
2. Declaration of interest. Although some family ties with LC no one objected to members of the Interim board interests and their association with LC. All parties agree discussion and involvement should continue.
3. Minutes of meeting 28th June 2023 approved.
4. Update from meeting with LC – an exit date LC wanted to work towards was indicated to be around 31st July. LC wanted to step away from the Bookers & weekly ordering and would be willingly to continue to do weekly reconcile of PO until such time that could be handed over. LC is contracted to run it as a legal entity for 3 months otherwise, she may be in breach of her contract & has to give 3 months' notice of reassignment.
5. Agreed we are all working towards smooth transition of both shop and PO to avoid closures. The process and feasibility were discussed at length including staged payments and how that would work, with thoughts of purchasing shop initially and PO in 3 months' time. It was agreed this could be worked in with risks but there needed to be clarity about responsibilities.
6. Staffing – still some work to do around commitment of staff in uncertain and difficult times though much appreciated. Thanks to TC for his Job description for a manger. Recognition of responsible recruitment processes, staff contracts etc
7. Transport – Bookers run – still some investigation required as to Mull Builders/ community bus as an option – Use of volunteers for Booker run in the short term to be explored with offers being made.
8. Jamie from Ainsley didn't have the breakdown re fixtures/fittings/shelving etc from LC so he will report back about possible revision to valuation around 17th July.
9. *Action* AH to report to Trust AGM 13th July view of working group (IMB) recommending establishing a community enterprise which involves conversion to Commercial Benefit Society (CBS) and commitment to purchase shop and post office. These actions will require a special resolution and member support. This will open the door to an interim loan of £15k. Hopefully by 3/8/23 we could become a Commercial Benefit Society allowing us to go ahead with a commitment to purchase and undertake to buy & manage the shop until shares can be sold.
10. Lease - *Action* BM to speak with Rosemary this week as is conditional on committing to buy.

11. Thought existing Trust bank account could be used for Community shop as entries could be easily identified as shop related.
12. *Action* BM to get quotes from Solicitors to act on our behalf re contract to purchase shop from beginning of August 2023 and PO from 1st November.
13. *Action* AH to identify suitable timing for LC to give notice to PO re her exit from PO contract.
14. LS mentioned Alcohol & tobacco license *Action* AH to speak to Bob Davies to see if he would be willing to have it in his name.
15. AH has prepared a cash flow sheet which demonstrates how the finance could work which he will present to Community Trust.

Date of next meeting to be confirmed in due course.