

Kingsbury Community Enterprise Ltd (KCE)

Wyndham Arms, Kingsbury Episcopi

8 November 2011, 7:30 pm

Present: Angi Catling (AC), Mike English (ME), Pauline Warren (PW), Sue Boer (SB), Heather Pearson (HP), Clair Hinton (CH) – minutes

Mr and Mrs Locke and Diane Scriven also attended the meeting.

Absent: Patrick Godwin (PG), John Bray (JB)

1. Apologies	
Jeoff Martina (JM)	
2. Minutes of Previous Meeting	
Agreed and signed	
Matters Arising	
<ul style="list-style-type: none">Articles have been published in the both the Western Gazette and the Langport Leveller – both were very good.Plunkett Foundation – 10th November – SB and PW are both attending this day and aim to attend 4 workshops and catch up with as many people as possible.	
3. Shop Update	
<ul style="list-style-type: none">The shop is now paid for and belongs to Kingsbury Community Enterprise!Insurance – cover has now started on the unit but it will remain in Frensham until all the groundwork has been done. Once the unit is in transport the insurance cover will be down to the transporter and then once sited at the Rec. a new policy will be put in place.A site meeting was held on Monday 8th Nov. with PW, Chris Aplin and David French, to look at electrical supply and how the services would connect to the unit. The shop will have its own electric meter but it is likely that cables/pipes for services for the rec and the shop will be housed in the same trench. Gary Walsh will do the groundwork, but a start date has not been agreed.Maintenance of the car park – the shop will need to contribute towards the upkeep of the car park, however, this will not be necessary for the work that needs to be done to resolve the current issues. This will only start once the current problems are resolved. <p>The unit needs to be delivered by the 26 December 2011.</p>	
4. Planning Permission	
<ul style="list-style-type: none">Although PP has not yet been granted, it is ok to proceed. A condition of the report that will be written is that a LEGAL agreement is set up with Mr Saunders regarding the maintenance of the hedge. Mr Saunders has agreed to this but insisted that his solicitors draw this up. The unit will be sited slightly further into the rec, than the submitted plans, to reduce residents concerns and	

<p>the shrubs etc will be allowed to grow up behind the shop to help 'hide' the unit from the residents opposite.</p> <ul style="list-style-type: none"> • A delivery date for the unit needs to be decided, but this can not happen until the groundworks to the site, for services to the shop, have been completed. PW raised a concern that the start date for the groundworks needs to be agreed with Mr Walsh, prior to her going on holiday. Once PW is on holiday, then the committee will need to keep in touch with Mr Walsh, to ensure that this date is kept to. 	AC
<p>5. Letter of Agreement for Amenities</p>	
<p>The signed letter or agreement has been rejected by the District Council as it is not a legal document. KCE solicitor is talking to the District Council to resolve this. It may be that a licence is needed instead, as in a Landlord / Tenancy Licence. Amenities have been contacted but as of this meeting no response had come back. PW to chase, no further action required.</p>	PW
<p>6. Update on Suppliers & Volunteers</p>	
<p>SUPPLIERS</p> <ul style="list-style-type: none"> • Ready now to place orders, the supplier list has been generated and processes have been worked out so there is no further work required at this stage. Once the orders are ready to go in this work will continue and it was suggested that the committee may look to obtain feedback from customers regarding suppliers, once the shop is open. <p>STOCK</p> <ul style="list-style-type: none"> • The list of stock items is being completed, by the time orders need to go in, everything should be in place to do so. The cost to stock the shop in Frensham was approx. £6,000. Also some discussion was had around whether cigarettes and alcohol would be stock items. No decision was made at this meeting. Also Post Office Services were discussed, SB to look into this and to contact Ilchester and Chilthorne Dormer Post Offices and to report back to the committee at the next meeting. <p>VOLUNTEERS</p> <ul style="list-style-type: none"> • The form that was discussed at the last meeting, went out with the last edition of the newsletter. The form was designed to collect information from volunteers as to what they would like to volunteer for and their contact details. As of the date of this meeting, only 6 slips had been returned. It was decided that a launch day would really raise the profile of the shop within the village, as it has been talked about for so long it may be that people still don't believe it is happening. Once the unit is sited, a launch day at the site would help drum up interest again. A communication board was also discussed, the idea being that it would be posted around the village with updates etc. It was also suggested that flyers could be distributed at the various clubs that take place in the village, e.g. gardening club, art club and pre-school group. Representatives agreed to take forms and distribute to the various clubs. • It was also decided that ADPR could be contacted to put together 	

<ul style="list-style-type: none"> • Salon <p>PW and ME are viewing the salon this week. Although it is not a viable option at the moment it was felt appropriate to keep all options open at this stage.</p>	
<p>12. Date & Time of Next Meeting</p>	
<p>13 December 2011 at The Wyndham Arms from 7:30 pm</p>	