**Notes from Grampound Village Steering Committee at**

**Margie Lundie’s House**

**Meeting held: Wednesday 5th March 2014**

**1. Present:** Helen Bunt (HB), Rachel Davies (RD), Annette Egerton (AE), Phillip Freer (PF), Margie Lundie (ML), Alison Ryves (AR), Richard Pryor (RP), and Peter Wootton (PW).

**2.** **Apologies:** Catherine Evans (CE), Fiona Jones (FJ) and Mark Jones (MJ).

**3.** **Notes of previous meeting – accuracy and actions**. Approved to be a true and accurate record

**4. Shares issue:** ML stated that the store had 249 investors with £20,400 raised by the share issue.

**5. Newsletter:** ML and PW putting together a newsletter informing the shareholders and the community of progress so far and the next steps to be taken.

**6. Meeting on 4th May:** Following discussions between ML and the Treasurer of St Tudy Community Store who shared St Tudy’s experience of setting up their shop it was decided that it was premature to hold an AGM at this stage. Instead it was decided to hold a ‘drop in’ session with tea and cake for shareholders and the community on Sunday 4th May between 3 and 4 pm. This will be an opportunity to explain the next stages of setting up the store and coffee shop. The Village Hall has been booked and PW and ML are preparing the newsletter and invitation.

 **Action: PW and ML prepare newsletter for shareholders and community and invitation to the ‘drop in’ session on 4th May.**

 **Steering Group to help on 4th May with tea, cake and information.**

**7. Planning:** HB explained that the Environment Agency had objected to our planning application because of possible flood risk and had now supplied information on predicted flood levels. HB and Bob Egerton have discussed the way forward and BE has written a revised flood risk assessment including written statements by Allan Webb and Ron Hicks informing that the plot for the shop had not flooded for at least 60 years. This has now been submitted to the planning officer who can make a decision on this information.

**8. Set Up Costs:** HB is in the process of getting quotes for cladding and decking and also water and electrical connections and gave an update of progress so far. PW said her work was invaluable and thanked HB on behalf of the group.

**9. Grants:** Application for funding from Grantscape: Our application for funding from the £15k fund needs to be submitted by the end of June and will be considered by the grant committee sometime in July.

**Prince’s Countryside Fund:** PW and ML working on application and requested a Budget meeting to help with application.

**Cornwall Community Foundation:** PW looking at various funding to see which is appropriate.

**Action:** **Finance Sub-Committee: to meet on Wednesday 26th March.**

**10. Fundraising:** ML informed that MJ has booked a Jazz Quartet and the Village Hall for the evening of 14th June. MJ and FJ to lead on this event with other steering group members and volunteers helping. Event to commence at 8 pm to 11 pm with a bar and nibbles. Advertise in West Briton and Cornish Guardian and ask Simon Fann to distribute this event to the email list he has.

**11. AOB**: ML thought we should start looking at the cost of selling newspapers and PW said we should start the process of employing a part-time manager in June as this was key to the success of the store.

**12. Date of next meeting –** Wednesday 2nd April at Margie’s house.

Notes taken by Annette Egerton