



Community Carrot Board Meeting Minutes

Date: 11th July 2023 hybrid zoom/in-person meeting

Board members present: Naomi Barnes (NB); Julia Dorin (JD); Tim Greene (TG); Erica Wimbush (EW);

Managers and Development Officer present: Jo Gibson (JG); Hannah Ewan (HE);

Apologies: Nathan Pike (NP); Helen Muir (HM); Jade Muir (JM);

		Action
1	Approval of AGM report and website minutes	
2	Financial Update –	
	Review P&L figures for June 2023 – The shop made a small profit.	
	Clover machine vs Dojo machine – look into which is better value	JM ongoing
	EV insurance and motor expenses. Check where these appear on P&L.	JD
	Discussion on arrangements & records for going to market and payments.	Managers ongoing
	EposNow and Xero fees to connect –	JD ongoing
	Haines and Watt – contact PG for draft accounts –	JD ongoing
	P&L sales breakdown categories ongoing	JM / PG ongoing
	Local unpaid bill – write formally and offer a monthly payment plan	JD ongoing
3	Manager Update	
	More planning required before purchasing a new chiller. Consult a joiner.	managers
	EposNow data collection – manager skill share is required before approaching Kieran from the Mart with specific questions.	managers
	Sales and Marketing: lighting – reconsider next autumn. Meantime put out a call for local expertise. ongoing	Dev Officer
	Staffing. Put out an advert for regular Saturday staff on social media.	Hannah /manager
	Hardware: Drop off shopify scales to Bakery and Sharp till to Bakery for testing	NP
4	Development Officer's Update	Dev Officer
	End of year 2 report has been submitted	
	Summer outdoor cooking classes have started	
	Feast day at the Ridge – Sunny's Soups will be donated that week along with apple pies over the Sept weekend.	
	National Lottery grant uplift has been received and DELAP application withdrawn	
	Social Media – do a focus on The Cheese Lady.	Dev Off
	Update Crunchy website in the autumn	Dev Off
5	Board Actions (Board only present)	
	Invite Dave Barfoot to Sept board meeting to find how the Community Farm can work with Crunchy.	NB
	Prepare a proposal for end of Sept for the 3-way management split	EW
6	AOB	
7	Date of next meeting	
	Tuesday 15 th August 2023, 7.30pm	