







-  [lowerbroadheathshop](https://www.facebook.com/lowerbroadheathshop)
-  [@broadheathshop](https://twitter.com/broadheathshop)
-  info@lowerbroadheathshop.com
-  www.lowerbroadheathshop.com

Lower Broadheath Community Shop Ltd

Annual Report

Financial Year 3

For the year ended 30 September 2020



LOWER BROADHEATH COMMUNITY SHOP LTD

Chairman's Report for the year ending 30 September 2020

In the first four months of the financial year under review, we traded very much as planned, it saw our first Christmas period and we learned a good deal about the seasonal rush. Three months later, we were in Coronavirus Pandemic lockdown and had to revise our operating practices extensively. This included severely reducing opening hours and managing with a significant reduction in available volunteer hours as a result of the outbreak.

I would like to thank the management committee and, in particular, the two managers Jess and Vic in facing the challenges and extraordinary demands that the Covid pandemic has presented, I am proud that we have met each challenge head on. Many hours have been spent studying government guidance, writing risk assessments and adapting shop procedures in order to make sure we met Covid secure standards and did what we could to keep our staff, volunteers and customers safe; a challenge we are still dealing with at the current time. I must also mention our wonderful team of volunteers who kept the show on the road despite the increased risk to their own health. I know all of these efforts are much appreciated by our village community.

We were extremely pleased by the Covid related financial support given by MHDC and were delighted when the Post Office awarded up a support grant of £5000 per annum from 1 April 2020 as part of a scheme to maintain postal services in smaller communities. Furthermore, we were successful in our application to The National Lottery Communities fund which gave us money to buy a new chiller, provide PPE equipment and signage and to give managers extra time when the shop was closed to enable local deliveries to customers shielding or self-isolating and ensure that the shop stayed fully stocked.

During the early stages of the first lockdown, we were very heartened by the support we had from our customers and delighted when turnover rose during the first months of restriction as more people chose to shop locally despite the reduced opening hours and limits on the number of customers in the shop at any one time. The financial result shown on the accounts is remarkably close to our predicted result pre-Covid and illustrate just how much the community has used and continues to use and support the shop.



We achieved sales of £122k in this our first full year of trading (the £59k shown for the previous year being for the 8 months from opening in February 2019). Gross profit was in line with the previous period in percentage terms at 25.4% of turnover. Administrative expenses increased to £38k reflecting the full year of operation and the increased costs associated with operating safely in these troubled times, although this was largely offset by the financial support referred to above which is shown in Other Operating Income. All of these results combined to leave a relatively healthy profit of just over £11k.

The first four months of the new financial year have seen steady trade, considerably increased in the run-up to Christmas and, thanks to our wonderful managers and volunteers, we are so far maintaining the service through the new lock-down period.

I would like to thank everyone concerned for all you have done to continue to support our shop, to provide deliveries for those who could not come to the shop and to keep the whole village community supporting one another and working together. I would also like to thank Ian and Lyndsey Davies at the Bell for their continuing support during what has for been a particularly challenging time for them. We simply could not continue without our fabulous and hardworking volunteers who continue to give up their own time to help us provide the essential Shop and PO services to the village.

With regards to our current location and set up, we can continue to operate where we are located for another few years but are actively seeking new premises into which we can move when our present arrangements come to an end. If anyone knows of any land available near the centre of the village, please let us know - as the months go by, this is becoming quite an urgent consideration for the viability of the future of the shop.

Thank you for your continued support, we look forward to a gradual improvement in all our lives and hopefully we can take small steps back to normality as the year moves forward.



Accounts

Formal accounts for the year have been prepared. Copies are available on the web site and paper copies are to be posted on request

Committee and Members matters

I can report that the committee will stay the same for the upcoming year and I am happy to say that in addition to myself, Anthony Bedborough, Graham Hill, Victoria Howells, Monica Longley, Mark Glossop and Jessica Ronan, members of the current Committee, have agreed to continue with their support.

During this current year Steve Smith joined us as Treasurer and as such, also as a committee member. Because he was co-opted since the last Annual Members' Meeting he is required to retire but offers himself for re-election.

Up until now, our rules have allowed us to have up to eight members of the Committee. We feel that now is a good time to increase this number to 11 to allow increased flexibility to be able to co-opt members with specialist knowledge and additional expertise as we move into the next phase. This will be voted on at the AGM.

Given the uncertainties of the past year and in line with many other companies and societies, we seek to amend Rule 4.11 of our Society Rules to decrease the minimum required quorum for a Members' Meeting from 10% to 5% to ensure that we get the required amount of members votes and presence in person (if required) to move shop business forward in the next few years.

We currently have an urgent vacancy for a Secretary and any people interested in putting themselves forward for election are asked to make this known to the Chair before the Annual General Meeting. In addition, we welcome anyone with experience of local planning or related knowledge and skills to get in touch regarding joining the committee.

Rachel Tedesco

Chair, Lower Broadheath Community Shop Management Committee

18th February 2021