



www.broughtonparishcc.org.uk  
Registered in England and Wales  
Registration Number: 12018

## Broughton Parish Community Charity Charity Trustees Meeting

### Minutes of Meeting on 6<sup>th</sup> June 2025 Toll Bar Cottage at 6.00pm

Present: Trustees: Andrew Wilson (Chair), Chris Dew, Harry Landless, Barry Moore & Kevin O'Sullivan

1. Apologies: Leila Eccles & Peter Burton (Secretary)
2. Minutes of the meeting of 1<sup>st</sup> April 2025 were approved as drawn
3. TBC—Harry—Report from Cheryl Carey (Manager)

Most days in May busy with provision of food and latest project was for a Saturday BBQ on the last Saturday of each month (Website will need amending).

New Menu and Harry to go ahead with printing.

Garden project had been approved and money received—should involve young people.

Staff appraisals have started and Assistant Manager should be coming into line shortly.

Upstairs to be painted and small improvements to be made to encourage Tea Sales.

Cheryl away 17<sup>th</sup> June for a week.

Lamp post in edge of the garden to be moved

4. Staff & Contracts

Peter Burton's hourly rate to be increased from £19 to £21 per hour—Approved

5. Funding from BPC

With VAT kicking in and wages up there was a likely loss of £3k per month. Price increase to be considered and analysis of gross margin by product needed. Harry to consider with Cheryl.

6. Trustee reports:

- a. Andrew—nothing to report
- b. Leila—to be asked if staff contracts now done & dusted?
- c. Chris—finance projections have revealed nothing new—just the scale of loss.
- d. Harry—as above



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- e. Barry—crowd funding on ice but would approach Wain Homes for possible sponsorship.  
Friends of Toll Bar Cottage discussed as a project.
- f. Kevin—website—some rewording done—due to meet up with Garth Dew to sort out the video—general layout needs improving.

7. New Trustee  
Andrew to approach the Muslim Group to see if there is any interest. Karen is a possible.

8. Site issues  
Harry to go ahead with reasonable expense for upstairs room.

9. Initiatives  
Best Café award—Peter to report at next meeting

10. AOB—none

Next meeting 9<sup>th</sup> September 2025 at 6.00pm at Toll Bar Cottage.

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