

## **BBP DM/DG 14/03/2024 Minutes**

**Chair** Grainne Canavan (GC)

**Minutes** Richard Deanen (RD)

**Also attending:** Lewin Greaves (LG), Rob Wall (RW), Andrew Riddington (AR), Jimmy Perrot (JP)

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### **Agenda**

- Check-In
  - Financial update
  - Review of previous actions
  - BBP Updates
  - AOB
  - Date and invitees for next DG meeting
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### **Check-in**

- **RD: Pretty Good**
  - **GC: Fine**
  - **LG: Quite well, emerged from period of being overworked**
  - **RW: A bit broken (bruised ribs)**
  - **AR: Definitely Good**
  - **JP: Doesn't like being called JP, ok, very overworked, happy Ridz is on board**
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### **Financial Update**

JP summarised the financial report.

Drew's comments (email 13 March titled Finance report for end of Feb) were discussed. Discussions minuted below:

SHOP - Not hitting budget

GC - is budget realistic

JP - Perhaps due to increase in salary but not increase in prices has led to loss, or lack of productivity. Can we have productivity measures?

AR - Can we work out if current budget is "correct" (i.e. realistic) and whether budget needs adjustment, or whether productivity needs improving

RW - We haven't put up prices of labour, prices of parts goes up automatically as RRP increases.

AR - The existing tools to measure profit on bikes possibly needs a deep dive.

JP - 8% rise in salary may mean we need rise in labour prices

RW - Lack of consumer disposable income may be reflected in not being able to achieve budget (i.e. fixing a bike is not always a priority if costs rise elsewhere). We need to balance raising prices and being able to get work/sell bikes

AR - Benchmarking needs to occur. **ACTION GC+RW to take away**

GC - Shop can't always be relied upon to provide all funding to the project.

Morale has been low in the show due to pressure on staff.

AR - Would be good to review shop stats (**ACTION RD to tell remind them of action**)

JP - Need to budget for 2 or 3 years to allow for future pay rises.

JP - Can we work out what makes more money, making bikes or fixing bikes

### Supporters Scheme

No money for Q1

### Funding

Got southall trust funding (confirmed) 10k a year for 3 years

### Courses

Not doing well this month, possibly due to prices being put up. Maybe have leaflets, maybe have a short time discount. Get FB password to post. **ACTION GC to create leaflets, apply short term discount, get FB password**

### Lack of member of shop staff

AR - Can we get volunteer to build bikes to help fill the gap (Drew talking to Henry Godfrey about this - ACTION RD to chase and discuss).

### AOB

LG - ask Drew to get next date for SIWG, discuss corporate build a bike day

### Review of previous actions

Action	Who	Status
Second hand price list to be updated	GC	GC to bring to TA meeting again. Maybe this needs to be an ongoing discussion.
First Aid Courses	RD	RD found cheaper course if all done at once. Davva canvassing for date.
Fire Safety	RD	RD and Davva to meet and start work on ensuring BBP meets legal requirements for fire safety
Chase JP about CA budget	RD	Done. Aiming to be included in next financial report
Discuss Web Site Improvements	JT	Update?

Directors update for Ops Group	Minute taker to add a link to DG minutes
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### Date and invitees for next DG meeting

Date for next meeting to be 17.00 on 17<sup>th</sup> April

Chair RD, Minutes JG

Invitees RW, JP, AR