Board minutes 9 July 2024
Fictional Northfield matter. Prepared by Eleanor Fairweather, 9 July 2024.

Minutes of a meeting of the board of directors of Northfield Supplies Ltd held on 9 July 2024. Present: Eleanor Fairweather (Chair), Sam Okafor, Jordan Singh. In attendance: Ada Mercer.

Board minutes 9 July 2024
Fictional Northfield matter. Prepared by Eleanor Fairweather, 9 July 2024.

1. Pellow Haulage. The board discussed recurring late deliveries to trade accounts in Marrowdale. Jordan Singh said the board could consider whether to terminate the arrangement if performance did not improve over the summer, but recommended a formal review first.

Board minutes 9 July 2024
Fictional Northfield matter. Prepared by Eleanor Fairweather, 9 July 2024.

2. Distribution. Ada Mercer reported that Lowther & Finch had met its first-year purchase targets. No change to the arrangement is proposed.

Board minutes 9 July 2024
Fictional Northfield matter. Prepared by Eleanor Fairweather, 9 July 2024.

2A. Budget. Sam Okafor presented the reforecast for the year. Volumes from trade accounts are 3% below budget, offset by stronger margins on own-label preserves. The board approved capital spending of ?94,000 on a second chilled-hall compressor and a new battery charging area, subject to two quotations being obtained for each item.

Board minutes 9 July 2024
Fictional Northfield matter. Prepared by Eleanor Fairweather, 9 July 2024.

3. Health and safety. One reportable incident in the quarter: a forklift collision in aisle 4 with no injury. Retraining has been completed.

Board minutes 9 July 2024
Fictional Northfield matter. Prepared by Eleanor Fairweather, 9 July 2024.

4. Property. The board noted the landlord’s notice of the 2024 service charge budget, an increase of 6% on the previous year. Sam Okafor will challenge the security costs line. The meeting closed at 12:15.