

WINE COMMITTEE
Minutes

Meeting of the Wine Committee on Thursday 17th January 2019 at 12.30 pm
in the Thirkill Room

Present: Mr Johnson (Acting Wine Steward), Ms Bouvier (Fellows' Butler), The Bursar, Dr Chambers, Mr Corke (Catering Manager), Dr Dunstan, Prof John Gibson, Dr Jahn, Mr Wright (UCS Rep) & Ms Yardy Saban (Secretary)
Apologies: Dr Paul Edwards, Dr Stillman, Dr Jackie Tasioulas & Mr Vianez (MCR Rep)

1. No declarations were made.
2. The Minutes of the meeting held on 7 November 2017 were approved.
3. Matters arising
Prof Byrne resigned from his position as wine Steward and Mr Johnson is acting Wine Steward pending approval by the Finance Committee.
2017 gave smaller crops due to the April frosts and the fierce summer heat.
The Acting Wine Steward to email all Fellows to find a date to hold a wine tasting for some of the wines on the Fellows list.
4. Cellar audit, and changes in Cellar management.
Peter Allinson the Cellar Manager left in 2018, but everything was left in exceptionally good order. The cellar is now being run day to day by Mr Corke and supported by Ms Bouvier. A wine Porter has been employed part time to cover the receipt and movement of wine.
Charles Taylor has been employed by the College to give advice on stock levels, sales of wines from the cellars, drinking window of wines, wine selection for College Feasts and future purchases. He attended a very successful wine and food pairing for the Blythe Feast.
The first stock check in 7 ½ years was carried out in June 2018, which resulted in 13 bottles of wine being found which were not listed and 2 bottles of Chateau Montrose 1989 missing which was concluded that had been used for an AGM, but had not been taken off the stock properly. 6 bottles of Port were also missing which had been given to Mr Finch by the wine committee but Mr Allinson probably took these when he left, presumably to pass on to Mr Finch. A total of 12984 bottles were counted. The Bursar wanted to thank Mr Corke and his team for carrying out the stock take on behalf of the Bursary.
Full stock checks are now to take place yearly.

5. Accounts for the Fellow's wine cellar 2017-18 overview

The accounts will be taken to the Finance Committee next week.

The revenue income was down from £80K to £75K due to 13k bulk sales that took place in 2016/17 while no sales took place in 2017/18.

Sales to the college are down by 1.5%, but sales to individuals are up. Cost of wine sold at book cost down slightly but profit went up to £34,764.

The Bursar said that we would maintain selling costs for this year and review again next year.

The book cost at the end of 17/18 is £226,605 but the market value is £304,548.

The outstanding loan to the college is £181,152 down from £211,790.

Conclusion of the wine accounts is that they are in pretty good shape. (Document attached)

6. Purchases over the last year and plans for present year

Only cheaper end wines have been purchased e.g. £5.99 ex VAT per bottle selling at £11.00 inc VAT per bottle and Port & Madeira which have a greater turnover.

Stock levels of lower priced white Burgundy are low and need replenishing for this term with the purchase of two different types. From the wine tasting that took place on Tuesday 15th January 2019 it has been identified that the Chateau Beauchene wines will need ordering now as they are still in bond for delivery autumn 2019. Charles Taylor has been approached to sell some of the excess amounts of Port and Sauternes and also some wines that are in small quantities. Unfortunately most of the wines in small quantities are missing labels and are not suitable for selling; these will be used for high end College Dinners. Another wine supplier has also been contacted to provide costs for the Port and Sauternes as well as Charles Taylor for comparison of costs. There will be several deliveries of different wines throughout this year that are currently held in bond that had been previously ordered before Mr Allinson left.

7. Any other business

The Mac computer system we have in place at the moment is very old, unfriendly and on its last legs. Also stock can be changed on this system at any time, even for previous years. We are keeping a shadow account on the pc just in case the Mac fails. Mr Corke has looked at other systems used by other colleges and the best one to suit our needs is being used by St Caths College which will bolt onto our Uniware system which we already use in the College. Mr Corke has arranged to take a representative from IT and the Financial Bursar to look at the system. The new system will enable the bursary to be able to invoice monthly or termly. Once Mr Corke has the cost for this it will be passed onto the Committee.

9. Date of next meetings.

The AGM has been set for 20th March 2019, the first Wednesday after Lent Term.

The next meeting will be arranged for November 2019 and will be advised at a later date.

Distribution List:

Mr Aylmer Johnson (Acting Wine Steward)

Dr David Chambers

Dr Matthew Dunstan

Dr Paul Edwards

Professor John Gibson

Dr Hubertus Jahn

Dr Anne Stillman

Dr Jackie Tasioulas

Matt Wright (UCS representative)

Pedro Vianez (MCR representative)

Mr Paul Warren (Bursar)

Ms Marie Bouvier (Fellows' Butler)

Mr Lee Corke (Catering Manager)

Ms Paula Yardy Saban (Secretary)