



THE WIGGINTON SHOP **SHARE OFFER PROSPECTUS**

FEBRUARY/MARCH 2018



www.wiggintonshop.org.uk



SHARE OFFER SUMMARY

Wigginton Community Shop Limited ("the Society") is offering the sale of shares in support of the proposed Wigginton Village Shop.

The offer **opens at 9am on 1st February 2018** and **closes at midnight on 28th February 2018** or when the maximum target is reached, whichever is sooner.

The Management Committee reserve the right to extend the offer beyond this initial period by up to 6 weeks, if they believe that by doing so they increase the chances of reaching the target.

The Society is seeking a minimum and optimum target of £136,000 through this share offer.

We aim to raise at least £68,000 from local supporters buying shares. We have a match-fund agreed with Big Society Capital, which will match up to 50% of the £136,000 (another £68,000).

To reach our final target of £179,000, the remaining funds (£43,000) will come from grants, donations and fundraising events.

If the share offer is a success and we can raise more than £136,000 in shares, we may continue to raise funds up to a maximum of £179,000 in case the final grant funding is not awarded.

The minimum investment per person is £250 and the maximum investment per person is £14,000.

This share offer document:

- Outlines what we are seeking to do and why we think this matters to our community.
- Explains the community share offer and provides information about Wigginton Community Shop Limited.
- Invites you to become a member of Wigginton Community Shop Limited.
- Has been produced by and is endorsed by the Management Committee of Wigginton Community Shop Limited.
- Describes how Wigginton Community Shop Ltd ("the Society") is a Community Benefit Society (CBS). It was registered in 2017 under the Co-operative and Community Benefit Societies Act 2014 with the Financial Conduct Authority (registration number: 7556).

This share offer document should be read in conjunction with the Society's Business Plan which is available via our website: www.wiggintonshop.org.uk Hard copies are available on request please call mobile: 07858583833.

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COMMUNITY SHARES STANDARD

This share offer document has been awarded the Community Shares Standard Mark by the Community Shares Unit in recognition that it meets national standards of good practice. These standards ensure that:

- The offer document and application form are easy to understand
- You are provided with all the facts you need to make an informed decision
- The facts are supported by the business plan for the Society
- Nothing in the documents is purposely incorrect, confusing or misleading.

Societies are asked to sign a Code of Practice requiring them, among other things, to give the public a right of complaint to the Community Shares Unit.

For more information about community shares, the Community Shares Standard Mark and the Community Shares Unit go to: www.communityshares.org.uk

You are invited to invest in a community enterprise to create a village shop for the benefit of the community in Wigginton and the surrounding communities.

We propose to build a community-run shop on the sports field in Wigginton Village, adjacent to the sports field car park. This land is owned by Wigginton Parish Council with whom we will have a formal lease which includes an agreement to pay a nominal rent.

We propose to fund the creation of the shop in part by offering shares in Wigginton Community Shop Limited to the local community. This will be supplemented by grants and loans from various sources.

It is important that you know Community shares are fully at risk. You could lose some or all of the money you subscribe. You have no right to compensation from the Financial Services Compensation Scheme, nor any right of complaint to the Financial Ombudsman Service.

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FOREWORD FROM THE MANAGEMENT COMMITTEE

Much of the appeal of our village rests on its sense of community. It is the reason many of us moved here and remain here. The presence of a community shop would, we feel, greatly enhance our village.

Community shops are different from commercial ventures – Wigginton Shop will be owned by the community, run by the community for the benefit of the whole community.

The surplus created by the shop can be invested back into community projects, such as the playground, the village hall and the recreation ground, making Wigginton an even better place to live.

Community shops have proved to be very resilient forms of business with a 96% success rate compared to the average small business success rate, which is 46%.

For many people, our community shop will provide an essential lifeline, for others it will be valued as a convenient place to shop with great car parking.

We have spent the last 12 months, researching and visiting other community shops and learning from their experiences.

Some of the many benefits of a community shop that we can see for Wigginton include:

- A welcoming meeting place for the whole community, helping to address isolation, loneliness and bringing together people of all ages.
- Wonderful volunteering opportunities and chance to learn new skills for people of all ages, including young people seeking work experience or Duke of Edinburgh qualifications.
- Boosting our own local economy supporting local businesses such as bakers and producers.
- Increasing employment in the local area through the creation of a paid manager job and helping to grow jobs in our suppliers' businesses.
- A place for pre-school and school children to practice their maths skills and learn about how a shop works.
- A positive environmental impact by keeping it local, goods will have fewer miles to travel from field to fork, as will the people coming to the shop.
- It will encourage more use of the Sports Field and generate more income for the Parish Council, and therefore the village.
- We can invest income back into the community and community projects.
- The village shop will work with and complement other community facilities in Wigginton including The Greyhound Pub, St Bartholomew's Church and the Baptist Chapel, the village hall and both the pre-school and primary schools.
- It will give Wigginton an even friendlier feel.

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There are more than 340 community shops in the UK and with your help, Wigginton can open the next one.

This share prospectus gives lots of information on how you can become an owner of the Wigginton shop through the purchase of shares.

We urge you to invest as much as you feel able to make Wigginton shop a reality.

We do understand that everyone is at different stages of life and may not be able to invest at this time. There are plenty of other ways to be involved in the shop from volunteering to help run the shop to offering "donations in kind" through professional skills. We'd love to hear from you if you'd like to get more involved. Please contact volunteer@wiggintonshop.org.uk for further information.

Our business plan and lots of other information is available online via our website www.wiggintonshop.org.uk (hard copies are available on request).

On **Saturday 3rd February 10am-12 noon** and **Sunday 4th February 2-4pm** we are holding our public exhibition, share launch and suppliers festival in Wigginton Village Hall. This is your chance to see plans of the shop, find out more and meet some of the local producers. We hope you can join us.

Thanks so much for your support!

The Wigginton Shop Management Committee

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OUR VISION

Wigginton and the surrounding villages are wonderful places to live. We believe that by introducing a Community Shop, we will bring people in the villages even closer together, as the Wigginton Shop will be built by the community, run by the community, for the benefit of the whole community.

More than 300 villages have taken the same route we're proposing, where individuals invest their money and become owners of a community shop. It's a model which is tried and tested, and works very well.

Our shop, once built, will be a friendly focal point and will improve community cohesion by allowing us to get together by providing a vital community space. The village shop will not only be a place to buy your groceries and local produce but also a social hub for all ages, young and old, to meet, to volunteer, and to learn new skills.

As the shop is a Community Benefit Society, the primary purpose, once it is making a surplus, is to reinvest in the shop and distribute funds for social or charitable purposes in the village, the Parish and surrounding area.

OUR SHOP AIMS

The Wigginton Shop will open every day and will be a friendly, vibrant and welcoming place for everyone:

- Opening times are proposed to be 7.00am to 7.00pm Monday to Friday and 7.00am to 5.00pm Saturday and 8.00am to 2.00pm Sunday.
- Pricing will reflect a fair price for locally-sourced, high-quality products, alongside everyday staples. The shop will not be competing directly with supermarkets and convenience stores on price.
- Promotional focus will be on supporting the community and local economy through locally sourced goods and products and promoting the full range of products from our chosen local partners.
- The shop will provide a space for new small producers in the immediate area and for the local community to test their ranges and products.
- The shop will offer a range of hot drinks and some light refreshments in our community space with a small amount of inside and outside seating.
- The look of the shop will be in keeping with the local surroundings. It will include a disabled access toilet and will be accessible to all.
- The shop will complement and work with the current village facilities including the village pub, and church activities.
- A salaried manager and roster of volunteers will run the shop day-to-day.

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THE BUILDING

We are extremely fortunate that Wigginton Parish Council has granted us permission to build a shop on part of the sports field in the centre of the village. The Heads of Terms for the 35-year lease has been agreed. The solicitors acting for both parties are currently negotiating the Agreement for Lease and the form of Lease that will be granted pursuant to that Agreement once permission has been granted and the shop premises have been constructed in accordance with that planning permission.

A local architect and building experts have been helping to design an economical and secure premises, built sympathetically, taking into consideration the shop's surroundings and the fact that our village sits in a designated area of outstanding natural beauty (AONB). There is plenty of car parking available on the site.

A pre-application planning meeting with Dacorum Borough Council was held at the end of October 2017 and we are submitting our application for full planning permission at the time of going to press. Draft plans (subject to planning approval) will be available to view at our public exhibition on 3rd (AM) and 4th (PM) February 2018.

We hope to be able to open the new shop in Autumn 2018 but this is heavily contingent on the building schedule, and being successful with the funding.

THE INVESTMENT

Our Business Plan illustrates in detail how we will raise the money required. This is available via our web site at www.wiggintonshop.org.uk and details our full set up costs. We require £179K to construct the building, fit it out with shelves, purchase initial stock and ancillary equipment, employ a manager and have cash flow support. We propose to secure this sum from the following sources:

TOTAL WE NEED TO RAISE	£179K
Community Share Offer	£68K
Match funding equal to money raised through the share offer	£68K
Grants & Fund Raising	£43K

THE COMMUNITY SHARE OFFER

The share offer needs to reach at least £136,000 in total. We have a matchfund agreed so we only need to raise £68,000 from local people for the share offer to be a success. The match funding will come from Big Society Capital, an independent financial institution with a social mission, set up to help grow social investment in the UK.

The match fund requires repayment with a small amount of interest, and return of the capital to Big Society Capital within 10 years. The more we can raise from local

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people through the share offer, the better as there will be less to repay to Big Society Capital and more money stays in the local community.

In addition, we would also look to have contingency funds to allow reserves for the future and/or for contingency during the building phase especially if not all of our grant applications are successful.

When we opened a survey to the community early in 2017, 80% of the respondents (270 people) thought a shop was very important or important to Wigginton. If each of these households invests our target will be well within reach.

HOW MUCH WILL SHARES COST?

The shares will cost £10 each. You can buy a minimum of 25 shares (£250), up to a maximum of 1400 shares (i.e. a maximum investment of £14,000). Regardless of the number of shares owned, each member will have an equal right to vote at each AGM on how the shop is run, and is also eligible to vote and stand for election on and for the Management Committee.

GRANTS

We have already won a small amount of funding from some local grants and fundraising from the community, and have submitted an application to [LEADER](#), a European funding scheme. This grant will cover part of the cost of building the shop itself. They are supportive of our application. If we are awarded only a part of the figure applied for, then the project may proceed but we would need to seek further funding or reduce the size and scope of the project.

If the award is granted in full, and assuming the minimum share capital is raised, the project will, of course, proceed. We have successfully gone through the first round in applying for the grant and we submitted the final application in November 2017. We have identified a number of other grants to apply for including the National Lottery Awards For All, Prince's Countryside Fund and smaller local funds.

If the grant is not awarded, then the project, as it stands, will not run unless we are also able to raise additional funds in the share issue to cover the total costs of £179,000 or identify other grants we could apply to instead.

TAX RELIEF

This offer is eligible for Social Investment Tax Relief (SITR). Under the scheme, investors may be able to claim 30% tax relief (income tax or capital gains) on their share purchase. This is regardless of the rate of tax they pay, providing they have paid sufficient tax to cover the amount being reclaimed. This will include both tax paid in the year in which the investment is made and the preceding year. The business has to trade for 4 months before a formal application for qualification for the relief can be made by the business. The relevant form will then be provided by the Society to you, enabling you to make the appropriate claim to HMRC for tax

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relief at that time. The amount of tax relief, if any, is decided following your application to HMRC and cannot be guaranteed by Wigginton Community Shop Ltd.

EXAMPLE Providing the investor is a tax-payer, then an investment in shares of £500 will cost £350 after the tax has been reclaimed. For the tax relief to be retained the shares have to be held for a minimum of 3 years.

FUTURE PERFORMANCE

We believe the use of the shop by the local community will be immediate on the shop opening. Like most new businesses, it may take time to get trade to the levels we will be happy with but we do forecast a small profit by the end of year 1, continuing to rise over the following years. These figures are available in more detail in the Business Plan, available via www.wiggintonshop.org.uk

IS MY INVESTMENT GUARANTEED?

No. This is a long-term investment for the benefit of the community. It is not the same as the more familiar investment in a private sector business where investors hope to make capital gains from an increase in the value of shares held which are freely marketable.

The value of shares in the Society cannot increase beyond their nominal value of £10 per share and may be reduced if liabilities exceed assets. However, because the shares are issued by a corporate body, no further liability can fall on you as a shareholder. The Society cannot guarantee a return on your investment.

Profits not needed for the development of the business will be used for the benefit of the local community. At the sole discretion of the Management Committee, a proportion of the society's funds may also be used to fund interest on share and share capital withdrawal, in line with our Society's rules, from the 4th year of trading onwards. The society proposes to focus initially on meeting its commitments to Big Society Capital, and any surplus funds after this will be directed first and foremost to the community projects the shop will be able to support. In any event, interest is capped at no greater than 5% or 2% above UK bank base rate, whichever is greater.

The Society is subject to an asset lock and therefore cannot be sold for the benefit of its member shareholders. In the event of a solvent winding up, assets would be sold, and after creditors are paid, shareholders can be repaid up to the value of their shares. Any surplus will be put to community use. If the Society's liabilities are more than the assets, shareholders will lose their investment.

RISKS

We have identified a number of risk factors for the business. These include:

- Inadequate funding, i.e. failure to raise sufficient capital at the outset
- Dependency on a volunteer workforce
- Theft or damage & vandalism
- Loss of premises at the end of the 35 year lease

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This list is not comprehensive and any trading activity is vulnerable to change or unanticipated risk. For more details please look at the Business Plan available on our website: www.wiggintonshop.org.uk

You need to be aware that this share offer is not protected by the Financial Services Compensation Scheme and investors have no recourse to an ombudsman; you could lose some or all of the money you invest.

However, please also bear in mind that this share offer has been put together by members of our community for the benefit of all the members of our community. We would not do it if we did not believe in it. The shop is especially valuable for the elderly and vulnerable members of our community. The shop is key to a vibrant community.

VOLUNTEERING – the key to the success of community shops

How community shops remain viable, while commercial enterprises fail in communities like ours, is down to the volunteers who help to run the shop. This keeps costs lower, and so prices can remain competitive, as well as ensuring that there's always a friendly face in the shop to provide a warm welcome.

Volunteers are more willing to support a community-owned enterprise like the village shop because they know that money gets ploughed back into the shop and the community. They'll work with a paid shop manager who will be responsible to the Management Committee. For these reasons, it's important we have an active roster of volunteers to cover the opening hours of the shop and we'd always look to our members as the first port of call for new volunteers. Please get in touch via email to info@wiggintonshop.org.uk or via telephone [07858583833](tel:07858583833) if you are interested.

ABOUT THE SOCIETY

Wigginton Community Shop Limited has been set up as a Community Benefit Society. It trades as a business for the benefit of the village community and is registered with the Financial Conduct Authority. Its constitution is based on model rules developed by the [Plunkett Foundation](#), a charity which supports ventures like community shops and community pubs. The rules are available to view on our website www.wiggintonshop.org.uk and via the Crowdfunder page where the offer is being hosted.

It is owned by its members and membership is open to anyone who supports our aims and is aged 16 or above. The Society is run by a Management Committee, which has overall responsibility for the shop. The Society has limited liability, so members are protected up to the limit of their investment in the event of the Society's insolvency.

The Society is run democratically and the Management Committee is appointed on a one-member, one-vote system. All members will have the opportunity to participate by attending the Annual General Meeting (and other members' meetings), voting for

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the Management Committee, standing for the Management Committee and volunteering (although you do not need to be a member to volunteer for the shop).

MANAGEMENT COMMITTEE & ADVISORS

The founding Management Committee is a group of five volunteers: Rebecca Fleckney (Co-Chair), Debbie Meech (Co-Chair), Deborah Simcock (Vice-Chair), Caroline Burrage and Simon Crichton (Treasurer). Biographies of the Committee Members can be found in the Business Plan available via our website: www.wiggintonshop.org.uk

We all live in Wigginton, and all passionately believe that the community needs and would benefit from the shop. We have invested our time and energy voluntarily without financial reward. We will also invest our money into this project by purchasing shares through this offer.

The committee has a wealth of experience and talent in key areas for establishing the shop, including project management, marketing, PR and communications, business planning and development, retail concept development, supply chain management, fundraising (grants and events), construction project management, and staff and volunteer management.

The committee is grateful for the support of a working party of Wigginton residents, which includes professionals with specialist skills such as structural engineering, property law, building, book-keeping, web site design, event management, social media marketing, supplier management, and many more skills, donating their expertise to the project.

The project is also supported by the Plunkett Foundation, a charity that has helped hundreds of community shops start up and thrive in the UK, and by The Community Shares Company that has worked with more than 30 projects in the last 4 years to raise over £5.4M through Community Shares.

The founding Management Committee will stay in place until the first AGM of the society (in June 2018), where all will stand down (and be eligible for re-election). The members of the Management Committee elected at the first AGM (June 2018) will retire on a staggered basis so that each year, committee positions can be up for election whilst also maintaining continuity from year-to-year.

HOW TO APPLY FOR SHARE(S) & BECOME A SOCIETY MEMBER

To buy your share(s) please visit our Crowdfunder page:

www.crowdfunder.co.uk/wigginton-village-shop

How to buy your shares:

1. You need to register your investment at www.crowdfunder.co.uk/wigginton-village-shop by following the onscreen instructions and pay using either your credit or debit card. At this stage, you have committed to making a pledge,

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and the money will be taken from you to be held securely by the Stripe payment system. However, it will not be paid to the Wigginton Shop until and unless we reach our minimum target of £68,000. If we do not reach our target and the share offer fails, the money will be returned to you 5-7 days after the offer has unsuccessfully closed on Crowdfunder.

2. At the same time as money is released to the Society, Crowdfunder will take 6% as a success fee – so for example, if you pledged £1000, you will have invested £1000 in the shop, can receive 30% tax relief on that £1000 (dependent on HMRC) but the shop will receive £940 in cash.
3. You can also invest offline by filling in an application form available from info@wiggintonshop.org.uk and enclosing a cheque. We will not cash any cheques until, and unless, we hit our minimum matchfund target of £68,000; if we do not hit that target figure all cheques will be destroyed. However, we would strongly urge you to invest via Crowdfunder, as we can only get your investment matched by Big Society Capital and so doubled, if you invest via Crowdfunder. We are happy to help guide you through the Crowdfunder process so please get in touch if you would like any help, either by email info@wiggintonshop.org.uk or by telephone 07858583833.

FREQUENTLY ASKED QUESTIONS ABOUT COMMUNITY SHARES

Why should I become a Shareholder and Member?

You are invited to become a Shareholder and Member of Wigginton Community Shop Limited because you have an interest in the local community. It is important that as many members of the community as possible participate in this venture and help to raise necessary funds to acquire and fit out the village shop, however small that investment may be. Many individuals have already indicated their support.

Who will benefit from this venture?

The community of Wigginton and surrounding villages will benefit directly from having a village shop secured for the future, and run for the benefit of all of us. Any surpluses, after investment in the business will be used to benefit the community in accordance with the Society's rules. Members may also be able to be paid interest out of trading revenues should those revenues be sufficient, and it may be possible to offer share interest or capital withdrawals from either accumulated reserves or new capital. This may only happen after the first 3 years of trading and at the discretion of the Management Committee.

What's the difference between a Member and a Shareholder?

None. Membership of the Wigginton Community Shop Limited (a Community Benefit Society) is attained by making the minimum investment of £250. As a shareholder you automatically become a Member of the Society.

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What voting rights do I have as a Shareholder?

You will be able to attend and vote at Society meetings, and stand for and vote for the Management Committee. In a Mutual Society, the rule is one member, one vote. So, no matter how large or small your shareholding, you have an equal voice.

What is the minimum and maximum I can invest?

The minimum is 25 shares costing £250. The maximum investment is 1400 shares costing £14,000.

Why is the minimum investment £250?

We have taken advice on our share offer from experts on community shares. We decided to set the minimum investment at £250 for this share offer simply because it wouldn't be possible to reach our target with a lower minimum based on the number of households in Wigginton.

We understand that people are at different stages of life and may not be able to invest at this time. There are lots of ways you can still be involved in the shop, through volunteering in all sorts of roles and we'd love to hear from if you would like to contribute any skills from gardening to delivery driving to helping with the build or volunteering to help run the shop. Please get in touch by email:

info@wiggintonshop.org.uk or telephone: 07858 583833

Who can buy shares?

Any individual over the age of 16 can buy shares in Wigginton Community Shop Limited and become a member. You do not have to live in Wigginton. The Management Committee may refuse any application for membership at its absolute discretion.

Shares can also be purchased by companies or legally incorporated bodies and will be the property of that company; a nominee will need to be elected on behalf of the company. Groups of people including families, clubs or companies can also buy shares, but they will be held on behalf of whomever makes the payment via Crowdfunder or by cheque offline.

What is a Community Benefit Society?

The purpose of a Community Benefit Society is to serve the broader interests of the community, The Society is a community-owned social enterprise made up of members. By subscribing for shares issued by the Society in this share offer, you will become a member of the Society. The Society is run by a Management Committee who will be elected by and from the members of the Society from the first AGM of the Society onwards.

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As the Wigginton Shop is set up as a Community Benefit Society (CBS), its main responsibility is to:

- Maintain prudent reserves to ensure the sustainability of the shop
- Maintain a commitment to support and invest profits into local community projects.

What are Community Shares?

Community shares are withdrawable shares that cannot be sold, traded or transferred between members, unlike shares in a typical company. All members are entitled to one vote – regardless of how many shares they hold.

How do the Community Benefit Society Shares work?

If you decide to buy shares in the Wigginton Shop, you will be investing in our wonderful community. In terms of what's in it for you, there are a number of options, some of which are the primary purpose of a CBS, and some will be at the discretion of the Management Committee:

- You may be able to claim 30% tax relief (if you are a UK tax payer).

The shares will enable us to build the shop and get to the point of opening the doors, once we are trading, and any profit will be used to:

- Ensure the shop can trade sustainably to preserve the community hub.

Once we have made sure we have provision for this, at the discretion of the Management Committee, we can:

- Channel funds into community projects.
- Pay interest on members' shares and/or refund the share capital.

Is there a business plan?

Yes. Copies are available on our website www.wiggintonshop.org.uk

Is it a good business proposition?

The community shop model has proved itself to be very robust. More than 300 community shops have been established in the UK, with a greater than 96% success rate. It is well proven that communities that work together to set up such a venture will support it in the future.

What happens to my shares if the business fails?

In the case of a solvent winding up, assets would be sold, and after creditors are paid, shareholders may be repaid up to the value of their shares and any surplus will be put to community use. If the Society's liabilities are more than its assets, shareholders will lose their investment.

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Am I being asked to pay an annual subscription?

No. All shareholders are members from the point they invest, until they cease to be a member by either resigning from membership, or withdrawing their shares (with the agreement of the Management Committee).

Who is organising this? Can I trust them, do they have a personal interest?

The Management Committee making this share offer is a group of volunteers who believe passionately in the shop. They do not have a personal financial interest in this project beyond the amount they have invested themselves. Full details and biographies are in the Business Plan which can be viewed via our website: www.wiggintonshop.org.uk

What is my liability, should I invest?

Your liability is limited to the value of your shares.

Will my investment increase in value?

Shares can go down in value if our auditor were to suggest a revaluation but they can not increase in value above their original price.

Can I sell my shares?

No, these shares cannot be sold. They are a special type of share known as a 'withdrawable' share. The only way to recover their value is to apply to withdraw your shares from the community venture itself (see below).

How do I get my money back if and when I need it?

To enable the business to build up sufficient reserves, our rules state that no withdrawals can be made in the first 3 years of trading. The two exceptions to this are as a result of death or bankruptcy. From the 4th year of trading onwards, shareholders may request to withdraw their investment by giving 3 months' notice in writing. However, all withdrawals are at the sole discretion of the Management Committee having regard to the current and future needs of the business. If you already anticipate wanting to withdraw your investment, you should reconsider whether this is the right investment for you.

When will I find out whether there will be future share capital withdrawals?

After 3 years of trading, it is anticipated that there will be greater clarity on the level of reserves required to continue having a shop in Wigginton. In anticipation that some investors may wish to withdraw some of their share capital and that the level of trading is in line with the needs of the business, the Management Committee may be in a position to allow some withdrawals from year 4 onwards and will agree and publish the terms of a withdrawals policy for members at that time.

Under the terms of the match-funding from Big Society Capital, we aspire to return their capital within 10 years of the share issue, and so they would take priority if there were capital to be withdrawn; the Board would prioritise an amount they could withdraw that kept pace with (and possibly exceeded) the schedule to return their capital to them.

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What happens to my shares if I die?

In the event of the death of a member, shares of up to £5,000 can be transferred to another person nominated by the member before their death; if the society has the funds and the Management Committee agrees, the shares may be withdrawn by the nominee. Shares above £5000 in value can only be transferred under the terms of the settled will and testament of a member under probate law.

What is likely to be the effect of an investment for my tax liability?

After we've been trading for 4 months, we'll write to HMRC and get a tax certificate that we then send to shareholders / members. Shareholders can claim the investment against their tax return for the financial year in which the investment was made (likely to be 2017-18) or the previous year (2016-17).

Will my investment remain confidential?

We will keep a public Members' Register with the names of members but not the amount they have invested. A separate private Share Register will be held internally in a password controlled confidential environment. It will be necessary for this information to be known to the Co-Chairs, Treasurer, Secretary and Membership Secretary for administrative and management purposes. All these people will be required to sign a confidentiality agreement. As required by the Data Protection Act, we have registered with the Information Commissioner's Office, which are aware that we will hold this information. Individuals have the right to view any information about themselves that is held by Wigginton Community Shop Limited.

What are the long term plans for Wigginton Shop?

The campaign to set up a community shop only started in late 2016. A lot of support has been gained for the project and we all look forward to the shop opening and thriving. Once a sound financial footing has been gained, it is the ambition of Wigginton Community Shop Ltd to be able to put money into community projects as well as secure the future for Wigginton Shop.

Can I buy shares in the Shop through my business?

Your business can buy shares in the shop, although you need to have a named individual who is the member. The Shop is a Community Benefit Society and not a charity, so your business cannot claim tax relief on a charitable payment. However, your business name will be posted on the shop wall and this might be able to form part of your businesses' marketing costs but please check with your accountants.

Can I buy shares as a gift?

If you wish to buy shares as a gift, the easiest way to do this is for you to give the person you're buying the gift for the cash and ask them to apply for shares via our Crowdfunder website. This means they can confirm their wish to become Society member and take advantage of tax relief, should they be eligible.

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Can I pass my shares onto my family?

Yes. Members may nominate a beneficiary who can inherit their shares upon their death, but must notify us who that beneficiary is.

What if someone dies without beneficiary notification?

If it comes to our attention that a member has died without nominating a beneficiary to us, and has not left any instructions in their Will, we will attempt to contact their next of kin to arrange the shares' transfer to their estate, but if we are unable to communicate with a member's estate within the 18 months after the member's death or 12 months after we are notified of that death, whichever is sooner, we reserve the right to cancel the shares.

What if I move house?

It is vital to keep us updated of any change to your address, as there are provisions in the Society's rules that enable us to cancel shares from untraceable Members. The ability of people who leave the area to withdraw their share money will depend on the approval of the Management Committee taking into account factors such as the trading position of the shop at the time and future capital needs. In addition to trading, we will also be able to accept investment from new members (such as people who might move into your house) which could then be used to support the return of your investment to you.

Will I get a share certificate?

Yes. Every Member will receive a share certificate.

When will I get my tax relief?

After we've been trading for 4 months, we will write to HMRC and get a tax certificate that we then send to shareholders. Shareholders can claim the investment against their tax return for the financial year in which the investment was made (likely to be 2017-18) or the previous year (2016-17).

What if you raise more than £179,000 in the share offer?

The share offer will close if we reach our maximum target. People who express an interest in subscribing for Community Shares in the Society but are unable to do so will be kept informed of our intentions with regard to future share offers.

What's the worst that can happen?

- **What if we don't reach the target?** If we don't raise enough money, your money will be returned to you within 7 days of the offer failing to meet its target by the deadline (currently set to be 28th February but this can be extended for up to a further six weeks).
- **What if the shop fails?** If the shop became insolvent then it would have to close. All those who have invested/donated will receive their money back from any remaining funds. We will be leasing the land for the shop from Wigginton Parish Council. The land and the shop building that we will be constructing on the land will remain in the ownership of the Parish Council, not us, and we will not have the ability to transfer the lease to anyone else.

WIGGINTON COMMUNITY SHOP LTD

However, we will have a break right in the lease so in the event of the shop failing we can exercise that break right and then the Parish Council can either take over the building or ask us to reinstate the land to its former state.

- **What if we did not have enough staff to open?** A salaried manager will be responsible for the rota of volunteers. Our research has shown that shops have not had to close through a lack of staff.
- **What of the manager is ill or goes on long term sickness?** We have made provision in the cash flow to ensure that there is contingency for such an eventuality.

Any questions?

If prospective members have any questions, they are invited to contact any member of the Management Committee. The contact details of a Co-Chair are:

Debbie Meech
mobile: 07831357402
email: debbie@wiggintonshop.org.uk

WIGGINTON COMMUNITY SHOP LTD

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For general enquiries about Wigginton Community Shop Limited (the Society) or Wigginton Village Shop:

email: info@wiggintonshop.org.uk

telephone: 07858 583833

web: www.wiggintonshop.org.uk

Facebook: @WiggintonShop