

Committee Meeting Minutes
Wednesday 12th October – 6.30pm

In Attendance:

Kim Bond, Ceri Williams, Noreen Doody, Mark Leggett, Owen Jones, Jacob Bourne, John Bruce, David Timms, Simon Hall, Mandy Mckenzie, Jan Adam-Smith, Bob D'Souza

Previous Minutes:

Last minutes discussed and amendments to minutes requested.
Bob requested that minutes changed to show full attendees names

Upcoming events

Firework Night – Confirmation received from Ken that First aider booked
Liability Insurance
Volunteers to be confirmed for firework night set up and clear up
Food Purchase & Prep – Mandy, Ceri & Kim

Halloween – Kids Halloween party
Games and food 3pm to 6pm
Fancy dress best dressed
23rd October to decorate the club – all committee to help

Sunday 27th November – Christmas Decorations to be put up in club – All committee and trustees to help

Christmas eve – DJ already paid for – Ideas welcomed for evening entertainment

Christmas Day – Opening as usual – 12 noon to 2PM

New Year's Eve – DJ already paid for – Prepaid tickets for the event, event ideas welcomed

Feb – Valentine's night / Disco Bingo

March 18th – Paddy's night, Budgets to be put to trustees for band

Ideas for any other events:

Police talks to residents – June/Jan to contact

Pool Team to be set up (too late to register for this year – Feb for 2023) Adam & Del

Curry Night – Bob has had contact with the owner of Namji's, further contact required to arrange

Over 50's/60's Club / Afternoon / Evening

Children's club / baking club – resident Wanda willing to get involved in these groups

Meet the street events to include residents / local Contractors/ Citizen Advice Bureau

Coronation Party

Yoga classes – Noreen & Mark

Tabletop sale – Date either 3rd or 4th dec – Kim to confirm

Volunteers / Memberships

Volunteers required to be always signed in.

Honorary members are allowed to sign in 3 guests

Staff members are allowed to sign in 1 guest

Confirmation that gold & silver cards are allocated to the person and not the household
Proxy Votes are gold card holder.

Treasurers Report

Debt card to be arranged with the bank for the Treasurer to hold - Follow the same procedures as the trustees use

Bank account to be transferred to new treasurer Noreen Doody to enable online banking to be set up and to obtain a card to reduce the need of petty cash payments

Bar Manager Report

2 New members of staff have been recruited

Manager has report new residents and old residents now using the coffee shop and Bar. Use of dog owners has also increased.

Food standard courses have been set up for all staff and some committee members

Possibility of adding a menu to future leaflets

Code of conduct to be signed by all staff

A Boards to be re painted for café use on the pathways leading to red way to allow residents to know café / club is open

Ceri to speak to licencing officer regarding sales of takeout from café to non residents

New items on menu

Progress to open more often in day & evening meals going forward

Wine Committee

Wine committee first meeting Thursday 20th October and minutes will be issued

Secretary Report

Tens licences has been purchased for Firework night and Santa Grotto - waiting for confirmation from council

Liability insurance issued to parks trust for firework night - Insurers confirmed cover

Police to be contacted regarding suspicious cars in the car park late at night.
Concerns for staff leaving the premises at night alone - Mandy & Ceri to speak to trustees

Sky sports / BT sports - Negotiations for reductions for both packages are with trustees

6 out of 7 votes approved that trustees can use the treat of cancelling as a negotiating tool not to cancel either package

Code of Conduct / Practice

Committee have requested that the title of this document states Employees & Volunteers

Kim and Ceri to look at code of practice wording and review at next meeting

World cup

Promotions for the world cup to be reviewed and discussed at wine committee meeting and then presented to trustees for approval

AOB

Ceri to speak to trustees regarding a printer for committee / manager use

Bob suggested committee use the other side of the trustee letter going to residents - Kim to put wording together within the next two weeks

Police contact details to be passed to Jan

Next Meeting 2nd November 2022 @ 6.30pm