

MINUTES OF ROMAN PARK CLUB TRUSTEES MEETING, TUESDAY 8th November 2022
AT THE CLUB AT 6.50pm

Present: Bob D'Souza—Chairman, Ken George – Secretary, Peter Brady – Trustee,
Karl McAlpine – Treasurer, Brian Kite - Trustee

1 None-All Trustees present

2 The minutes of the last meeting held on the 25th October were approved.

3 MATTERS ARISING

3.1 Painting the club inside and out is left on hold until the better weather in early 2023.

3.2 The fixed wire remedial work is nearing completion with just some minor problems with the outside lights to resolve, and documentation to be finished. This is scheduled for Monday 14th November. BD had requested certificates from the contractor for insurance purposes.

4 FINANCES

4.1 A moratorium has been put on any new expenditure until the new year as there are a number of bills coming up for payment. There are leaks in the entrance hall and small conservatory which need fixing. KG to arrange with Mandy. BD will chase the acting manager for a new menu for the coffee shop.

4.2 Because of work pressure KM had not yet met with Dan and Mandy to determine what accountancy functions could be taken over from the accountants. BK volunteered to take on this task and would contact Dan and Mandy to arrange a meeting. They would also discuss how the club gets its money back from fruit machines after a payout.

4.3 KM had determined that GO AHEAD is the most suitable company to provide our new card payment system. He has emailed Dan to check that it fits our requirements and awaits a reply.

5 MEMBERS REGISTER: (Deed of covenants)

Keep tabled the need to find a less expensive solicitor for deeds transference.

6 REFURBISHMENT

6.1 The TV is still to be lifted slightly higher if KM can arrange but not essential as members don't seem to mind. Agreed for the World Cup the pool table would be moved against the wall under the TV to permit more viewers. It is not to be moved out of the bar area.

6.2 BD had written to Aimtech and Tickford to advise them we would be proceeding with the new systems in the new year when KM would coordinate. BD had copied emails to KM.

6.3 Eight of the arm chairs to be recovered to match the tub chairs had been collected and would be returned by 12th November when the remaining 3 would be collected. That would complete the refurbishment of the bar furniture.

6.4 An engineer from a company called Club Control had visited the club today (8thNov) and looked at the door entry system. It works but needs some adjustments. The laptop has also been accessed and a tutorial is available. Two of the doors need attention as they are snagging and they need to self close. KG will ask Mandy to contact Dave Sands. Quotes are awaited for the door entry work which will take some time to implement, probably early in 2023.

6.5 All agreed that replacement of the broken bottle cooler is a priority. KG had identified a suitable replacement at approximately £500 and will contact Mandy to order one.

6.6 It was agreed that the purchase of polo shirts for staff, from Myworkwear, would go ahead as soon as possible. Total cost about £300. KG to organize

with Mandy and logo from Simon. Staff should team shirts with dark trousers or skirts for a smart dress code.

7 OTHER BUSINESS

7.1 As firework night had now gone BD would arrange for the First Aid refresher course for staff some time in early 2023.

7.2 The club is still on a wait list to become an Amazon point. KG pointed out that the defibrillator outside of the front door was missing. BD would write to Parish Council.

7.3 KM to ensure the name on the debit card is changed on renewal. There are now 8 staff and 2 volunteers who have hygiene certificates. BD is accompanying the manager to the bank for cash banking as required.

7.4 KM was still to arrange a working party to severely prune the trees at the front of the club which are very high and obscure the club from the Redway. BD would contact the Parish Council to ask if they could remove the branches when the trees had been trimmed. Mandy had purchased alarms and pepper spray for staff for security purposes.

7.5 KM had given notice to Sky Sports on the 11th October and had cancelled the direct debit due for payment on the 10th November. KM would arrange for purchase of the new TV for the hall early in the new year.

7.6 Following the report to the police of suspicious activity in our car park late at night, patrols of the premises by the police had been increased.

Next meeting – Tuesday 22nd November at 6.00pm at the club

