

## **MINUTES OF ROMAN PARK CLUB TRUSTEES MEETING, THURSDAY 9<sup>TH</sup> MARCH 2023 AT THE CLUB AT 6.pm**

Present: Bob D'Souza - Chairman, Ken George - Secretary, Karl McAlpine - Treasurer,  
Brian Kite - Trustee, Sally Wells - Trustee,

This was a special meeting requested by the Chairman to discuss some urgent matters.

**1 Apologies-** None, all Trustees present

### **2 Coffee shop**

BD had contacted the MK Council licensing officer who advised that with the new door entry system a minor change to the license would allow members of the public into the foyer for use of the coffee shop. BK would meet with Mandy to submit the application for change of licence at a cost of £89 and approval was about two weeks. This would enable us to open the coffee shop to the public from the 1<sup>st</sup> April and hopefully provide us with much needed income.

KM suggested that the tables and chairs from the conservatory be swapped with those in the foyer to provide a more inviting space and this was approved. SW said that an offering of nicer cakes might improve sales and both she and BK would make recommendations to the Centre Manager for sourcing these. The Centre Manager would also be asked to investigate disposable cups and plates for takeaways. KM suggested a competition for members to name the coffee shop and this was thought to be a good idea.

### **3 Members Register**

The door entry system requires every member to have their membership cards activated and recorded in the computer system and as membership is the responsibility of the Residents Committee this will need to be set up by them. Trustees are willing to help and discussions need to be held with the Committee to determine how this will be done. They had raised the question of Data Protection and BD had done some research and this could be dealt with by the Residents Committee ensuring that each member signed a form giving specific approval for use of their details for sending them information about the club and for no other purpose. This would need to cover both hand delivered newsletters and email. There was no need to consult a solicitor.

### **4 Constitution**

BK said that the Constitution as revised by the Residents Committee EGM had now been updated on the club website.

### **5 Urgent repairs**

There are serious leaks in the roof of the club over the bar. These have been inspected and quotes in the region of £5500 to £6500 obtained. Since these had occurred additional leaks had happened in the conservatory. It was agreed that KG would negotiate to have the roof fixed and deal with the additional work when the contractors are on site.

### **6 CaskWidg purchase**

The Residents Committee had requested authorization for the Centre Manager to purchase a cask tap from a company called CaskWidg which supposedly would extend the life of a barrel of beer. Although the company did not claim this a representative had advised on the telephone that if used correctly the tap could make a barrel last longer. It was agreed that the expenditure of approximately £80 might prove worthwhile and it was approved. KG to advise the ResComm.

### **7 Communication between Residents Committee and Trustees**

There had been some problems in communication because the ResComm were contacting Trustees individually on their private email accounts and telephone numbers rather than via the Trustees Roman Park email account. BD had drafted a suggested communication method which was approved by all Trustees and KG was instructed to communicate this to the ResComm.

The method is as follows:

- All communication between Trustees and ResComm only via email to the RP gmail account
- Meetings between the two groups to only be held at the club and with an agenda approved in advance.
- The Constitution to be followed and reports from the sub-groups to be given to the Trustees with the ResComm recommendations.

The next meeting is already scheduled for 21<sup>st</sup> March at 6pm