

## Roman Park Residents Committee - Minutes

6:30pm Wednesday 8<sup>th</sup> March 2023

In attendance – Tim Davis, Vicki Davis, Owen Jones, Jan Adams Smith, David Timms & Sue Timms

Apologies – Mike Tuvey

- 1) Minutes of 15<sup>th</sup> February 2023 agreed and signed off as a true record.
- 2) **Carried forward pre 29/1/23 EGM items:**
  - a) The temporary decision of the Trustees to allow dogs into the club conservatory was rescinded and we will revert to our traditional custom of dogs only being allowed in the outside spaces of the club grounds. Assistance dogs will be the only exception. All dogs will be expected to be kept on a lead and under the control of their owners at all times and the owners will be responsible for clearing up and taking away any mess made. **DT & VD to agree communication to relevant parties**
  - b) The unconstitutional practice of past Residents Committees to allow staff to sign in guests and visit the club when they are not on duty was also rescinded. Staff who are also Ordinary, Temporary and Honorary members will of course be able to exercise their privileges when not on duty and those that are not members may be signed in as guests of a member. The red plastic cards previously issued may remain with staff to act as a simple pass card in advance of the arrival of the electronic door entry system. **DT & VD to agree communication to relevant parties**
  - c) VD, OJ & DT have requested that the Trustees undertake a formal review / take professional advice on a modern data protection declaration as part of the introduction of the card swipe electronic door entry system. The aim being to enable us all to legitimately and sustainably communicate events and activities more efficiently via various forms of modern communication.

### 3) Wine Committee Report

DT & OJ reported in some detail on positive Wine Committee progress since October 2022 which includes control of purchase prices, sales pricing set to achieve a fair to all gross profit, the introduction of volume reporting & monthly stock takes, the rationalisation of "green" & "red" product lines and the cost efficient disposal of redundant stock. We do currently have concerns on the future of cask beer which has real but low demand and as such due to the relatively short life of the product once open we are suffering from unacceptably high wastage rates. To counter the challenge we have asked the Centre Manager to ideally only open a new cask on a

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Thursday and we are currently trialing 36 pint casks from a local brewer. We also have a proposal with the Trustees to purchase a specialist CaskWidget valve.

#### 4) Social Programme & Committee Report

The first full Social Committee meeting took place yesterday. VD, ST & JAS reported on progress on Easter and the Coronation. OJ updated on race night - where it was decided all stakes will be paid out in winnings on the night. **VD will compose the flyer** for the first two of these bigger events for proof reading with a view to circulation shortly. Several smaller daytime events were discussed and **ST & VD will propose the full Social Programme** through to August at our next meeting.

#### 5) Treasurer Report

OJ reported that he now has possession of our £300 cash float. A formal agreement had been reached with the Trustees that he would record any minor miscellaneous expenditure and provide relevant detail to the Trustee Treasurer when calling for additional funds as and when they are required going forward. It was further agreed that we would submit detailed budgets to the Trustees for prior approval for specific larger events. The Trustees Chair has confirmed that significant items such as fireworks or a live entertainment act would be ordered and paid for by the Trustees. **OJ is currently exploring the option of banking with Barclays Bank.**

#### 6) Secretaries Report

A signed copy of the EGM has been posted to the notice board and the website. The updated Constitution is now live on the website and we have a word copy to help facilitate future changes that may be agreed through motions at AGM's or EGM's for posting to the website. The website "about" wording had also been changed to reflect VD's words to residents (see below).

No evidence of a proper members register has been unearthed – there are however 3 sets of incomplete paper records in the club office and the Trustees have an electronic database for fee collection so a relevant register could probably be fairly quickly establish in a cross Residents Committee / Trustee working group. This line of thought will be linked with the swipe card exercise (including smart database declaration mentioned in 2c above) that is on the horizon.

#### 7) Chairs Report

VD has written to thank the outgoing committee for their past efforts & commitment and requested certain outstanding information from them to facilitate a smooth transition of administration. VD has also written to all households on our estates communicating the appointments and positions of the new Residents Committee, Social Committee and Wine Committee.

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VD had met with Ann Jones who is the Neighbourhood Watch coordinator for the estates and we will support Ann in her work via flyer, Facebook etc.

**8) Communication**

It is in everyone's interest to reduce negative chat in the bar. OJ and DT said that we covered this specific subject in a very constructive way with the Centre Manager at the 11<sup>th</sup> January 2023 Wine Committee meeting and we would follow up at next weeks meeting.

Discussion took place on the subject of our own communication with the Trustees and it was agreed that we would always endeavour to set a good example and act in a professional manner. It is right that we ask questions of each other and that those questions are responded to with respect.

**9) AOB**

JAS suggested we defer the police daytime talk on cyber crime until May / June and include it in the Social Programme. **Action Social Committee**

10) Date of next meeting set for 6:30pm Wednesday 5<sup>th</sup> April 2023

David Timms 9<sup>th</sup> March 2023

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