

ROMAN PARK MANAGEMENT LTD

DRAFT MINUTES OF THE TRUSTEES' MEETING 12TH DECEMBER 2023 IN FIRST CHOICE OFFICE AT 6.00PM

ATTENDANCE Mark Leggett (Chair), Kim Bond and Brian Kite (Secretary). Guests Lee Muncey and Brian Southern.

1. APOLOGIES

None

2. MINUTES

Minutes of 15th November (Confidential) and 28th November and 29th November (Confidential)
Agreed

MATTERS ARISING NOT COVERED IN THIS AGENDA

None

3. DIRECTORS

EGM 17th December. Arrangements agreed for distributing voting papers for the two motions.
Voting papers have been prepared.

Under section 9 (ii) of the DECLARATION OF TRUST, the Directors have appointed Lee Muncey and Brian Southern to the board. They are full Trustees and will need to stand down at the next AGM but can stand for re-election. They will meet with the accountant to present ID for registration at Companies House.

4. FINANCES

The Company is currently running a deficit (overdraft) of c.£3.5k

5. ROMAN PARK ESTATE

The Working Party is due to report to the EGM on Sunday. It is hoped opinions as to the way forward for the Premises will be ascertained. It was agreed that an individual Trustee would have the right of Veto over any final plans.

An electrician is to look into fitting area controls for the heating system.

Agreed to premises being used as a polling station 4th May 2024.

6. FACILITIES – BAR AND CAFÉ

The Bar will be open on Christmas Day from 12.00 to 14.00. The Café will not be open on Christmas Day nor during Christmas week due to staff leave.

Warm Space will operate on Wednesdays and Saturdays from 10.00 to 1.30 offering hot snacks including eggs, bacon, sausage in rolls and cheese on toast etc.

7. PERSONNEL

8. ANY OTHER BUSINESS

Shortbread has been delivered to Stantonbury Parish Council for the Pensioners' Christmas Lunch.

Gaming machines with prizes of £400 and £250 are to be installed in the next week.

The Children's Party has been funded from the 'Bottle on the Bar' This cash has been banked.

The meeting closed at 7.15 – Next meeting 6.00pm Monday 18th December.