

ROMAN PARK MANAGEMENT LTD

MINUTES OF THE TRUSTEES MEETING 16TH DECEMBER 2025 AT 2PM

1. **Present:** Sharon Taylor (Chair), Brian Southern (Treasurer), John Coveney (Secretary), Lee Muncey
2. **Apologies:** None
3. **Minutes of Last Meeting:** The Minutes from the meeting on 2nd December 2025 were approved.
4. **Roman Crown trading performance.** Brian Southern has had further conversations with Robin Smith. It now appears that the Roman Crown might well be ceasing trading at the end of February 2026. As yet the efforts of FORC have not in our view had time to make a difference. Robin divulged that the second query for the use of the Club that he has received is for a mobile food van company who would use the premises as their food preparation base. We agreed that any negotiations with possible new tenants have to take place with us. We will write to Robin early in the New Year about the termination of the lease and to receive a handover of any interest from third parties.

We also agreed to email one of our owners who has expressed an interest of a friend of theirs in taking on the running of the Club.

We also agreed that following the email exchange and meeting with Robin we need to prepare a Newsletter explaining the situation to our owners early in January. We might expect there to be a motion for an EGM to be submitted in response to our letting owners know the situation

5. **Possible tenant for Unit 1a.** We agreed by a margin of 2-1 to accept the fixed price quotation from Howe Percival for the drafting of the new lease for Unit 1a. Our treasurer was of a mind to go with the Time & Materials quote

6. AOB

Outbound email trial. This is on hold until after the 2026 invoices have been sent out.

Bee Tee Alarms. John has now spoken to our account manager and we should receive the quote for the enhancements and initial invoice again soon.

EC Collections. Our latest push for payment from some of our longer term debtors has been quite successful but there are still a few properties that we need to take further action on. We agreed to include the last warning letter/emails in the pack that goes out with the 2026 invoices.

7. **Date of Next Meeting,** TBD