

Committee Meeting Minutes 20160503

Thursday, 5 May 2016

11:22

Attending Paul Evans (PE) Chris Nottingham (CGN) Iain Ellston (IE)

Joanne Nottingham (JN) Sue Evans (SE) Karen Helliwell (KH).

Apologies M Helliwell, P Dacey, M Wilson

Steward: A Helliwell (AH)

1. Approval of Minutes from Meeting Held on 7 April 2016.
 - a. Matters arising.
 - i. KH to get cost on Drag Act. Action still to do. **KH**
 - ii. Dart board wall protector. Action still to do. **JN**
 - iii. 50p Cash advance charge button on till. Done by MH.
 - iv. Amend dates for AH leave. Done CGN.
 - v. Choice of premium lager. Deferred to next meeting.
 - vi. Quotes for video cabinet. Action still to do. **MH.**
 - vii. Quotes for car park stone. Action still to do. **MH.**
 - viii. Promotional leaflet drop to be done. Prepare leaflet **IE.**
Deliver. **All**
 - b. Approval.
 - i. Proposed as fair and accurate by JN, 2nd by SE.
 - ii. Agreed by vote unanimously.
2. Steward's Report.
 - a. Theakston will be put in after AH returns from Holiday.
 - b. AH taking leave from 5th to 19th May.
 - c. Wines recommended from the tasting will be brought in asap.
Credit facility provided by supplier.
 - d. St John's residents are coming into the Club on Wednesday nights. Committee agreed that this is a fantastic service to the community and that their visits should be encouraged. It was also proposed by CGN, seconded by SE and subsequently unanimously agreed that they should be considered as guests of the Committee and signed in to ensure they and the Club are covered by insurance. Bar staff to be instructed to sign them in as guests. **Action AH.**
 - e. Bunting preparation night being organised. **Action AH.**
3. Member's Suggestions
 - a. Keith Horner. Request for re-introduction of pies. Committee agreed this had already been discussed previously and it had

been determined that this is not possible because of current food safety regulations.

- b. Keith Horner. Request to re-introduce Happy Hour. Committee agreed this had already been discussed previously and it had been determined that this is not commercially viable. CGN suggested targeted "Happy Hours" to coincide with Club events starting with discounted prices on the evening of the 9th July for the Village Fayre Charity Night. This proposal was seconded by SE and agreed unanimously. **Action: CGN to amend the website promotion of the Village Fayre Charity Night to reflect 50p off beers, lagers, ciders and wine for that evening. IE to prepare flyer stating the same.**
- c. Bob Mitchell suggested the £2.50 Club Drink Vouchers change to cover the cost of a single drink rather than a face value of £2.50 or at least increase in value to reflect the increased price of drinks since February. The concept was discussed. The Committee unanimously agreed that it is undesirable to introduce the complexity of drinks vouchers being of variable value (given drinks are different prices); that doing so would complicate the accounting for vouchers and that increasing the face value of the vouchers at this stage was not economically viable for the Club given the level of maintenance the Club faces etc..

4. Trustees

- a. Trustee Meeting to be organised **CGN**.
- b. PE reported that Sam Blacker had asked about the newly mandated personal pension provision for employees. PE Confirmed this is in hand.
- c. CGN reported that Sam Blacker had also asked about the newly mandated Living Wage in respect to employees. PE confirmed this had been checked and that we comply with the new Law.

5. Finance.

- a. Current A/C closing balance £1779.
- b. Savings £888
- c. Reserves £8633.43
- d. Raffle £4
- e. CGN suggested the BT accounts should be checked to assess any duplication of service. **Action: CGN (Done - no**

**duplication. But £15.48 paid to BT for phone book entry)
Action: CGN to check Sky internet provision (Cloud) to see if that can be cancelled without affecting the Sky TV service.**

- f. SE reported difficulties in reconciling our account with Daleside Brewery. Daleside do not allocate payments against specific invoices. A bill from December 2015 remained unpaid which because of the chaotic nature of information coming from Daleside remained unpaid until a full reconciliation was done. The bill has been paid but is a likely cause of the blip seen in stock levels on paper in the December / January stocktaking report.
 - g. Agreed to watch Dalesides billing carefully to avoid further issues.
 - h. VAT bill of £1700 to pay in the coming week. Seen by Committee as a sign of decent trading in recent weeks.
 - i. AH Personal pension offer needs to be given to Mandy by the 1 June. **Action:PE**
 - j. Administration of pension is a cost to the Club of £15 per month. AH needs to advise if she wants to take up the offer. **Action: AH**
6. Bar Committee
- a. Theakstons will be added to the T-Bar once AH is back from leave replacing JS Smooth which has experienced poor quality of late.
 - b. Stock take back to normal levels.
7. Membership
- a. Having had a good influx of new members in March and April the May Committee meeting was pleased to accept and approve membership applications from
 - i. Ian Watson
 - ii. Gary Blackburn
 - iii. Dan Hale
 - iv. Andrew Nunns
 - v. Lewis Gibson
 - b. And accept re-joining members
 - i. Adam Tegerdine
 - ii. Joanne Tegerdine

- c. New memberships continue at a good rate and the Committee feel these comprise of a very welcome mix of new faces.
8. Maintenance.
- a. MH will do valley gutter and jobs listed above in matters arising when back from leave.
 - b. PE to check with Mikey if he could paint Function Room Ceiling.
 - c. Fire Doors - Concert room, seen as a priority to replace. PE to check cost of replacing doors. Suggested to also look at upvc.
 - d. Also look at the cost of painting the outside wall on that gable end before the Village Fayre night.
 - e. JN suggested the windows need painting too.
 - f. Bar seating.
 - i. Option 1 - Benches £2250, Seat £110 each
 - ii. Option 2 - Benches £1771 with discount, bar chairs £95 each, Function Room Chairs £110
 - iii. Option 3 did not quote.
 - g. Committee agreed for PE to approach the Trustees for sanction to use some reserves to repair the benches using option 2. Chair will not be recovered at this stage.
 - h. Fundraising to be targeted at replenishing the reserves of the amount used for the benches.
 - i. Plasterboard nail hole in mens' toilet ceiling. Action: CGN to Polyfilla it.
9. Policies.
- a. Nothing to report.
10. Sports.
- a. Sumer pool starts Monday.
11. Entertainment.
- a. PD had suggested a Race Day at Catterick. Action: PE to look at feasibility. If not enough interest PE will drop. If loss predicted it won't proceed either.
12. Fundraising
- a. SE suggested a Ladies Pamper Night -Action: SE to develop idea for further discussion.
 - b. JN suggested a Summer Draw with a decent prize. Gas BBQ suggested for first prize. Pool cue for 2nd prize and a set of darts for 3rd. **Action: CGN / JN to investigate prices.**

- c. Fundraising Quiz on 2nd July suggested with pie and peas.
Action JN to ask Roger Mattock to run the quiz. (Done)
IE to prepare flyer. CGN to add to web site, village website and email.
- 13. Members' Questions
 - a. None to report
- 14. Feedback to Steward
 - a. Done
- 15. Date of next meeting 7 June 2016 7.30pm Village Club.
- 16. AOB
 - a. None to report.