



MINUTES FROM CHURCHDOWN CLUB LTD COMMITTEE (CMTE) MEETING

Date: 4th April 2022

In attendance:

Chair	Vice Chair	Hon Treasurer	Hon Secretary	Assistant Treasurer	Manager	CMTE members	Tennis Rep	Bowls Rep
Gina Jones	Paul Brooke	Adam Doherty	Clare Dare		Charlotte Nourse	Andy Grainger Jo Parry Ben Brooke		Roger Stollery

Apologies:

Richard Fernandes	Ian Willcock	James Maud			
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**Opening
welcome /
statement**

The Chair opened the meeting at 6:31pm confirming attendance.
The Chair welcomed the two new committee members, Jo Parry and Ben Brooke.

**Minutes
from Last
meeting**

It was agreed that the minutes from the March 2022 meeting were a true and accurate representation of the discussion that took place.

**Actions and
matters
arising from
the minutes
of last
meeting**

- Constitution of the club to be finalised (last four points to be reviewed) - ONGOING
- Contact council regarding gate through to the park – MOVE TO DISCUSS AT AGM
- Retaining wall – need quotes - ONGOING
- Finalise SA Glos Ltd Lease – Robbie to sign – SEE SECRETARY REPORT ONGOING
- Sign writing - ONGOING
- Membership card behind the till – vote by members 1:8, the card will remain on the till at manager's discretion and only if the member has forgotten it. Staff have the ability to use the till to find details on membership- CLOSED
- Furniture – discussed and will be taken off as an action until the account balance is higher - CLOSED

**Bowls Rep
report**

Have had some more interest in membership. Hoping that this will happen on the opening of the Green on the 16th April 2022.
Unfortunately, we are unable to put a team into the North Gloucester League due to the day of play. There is a need for 20 players on thirteen consecutive Thursdays.
The Bowls Club will contact local Clubs to see if they can play at weekends.

Lots of work has happened around the Green and lots moved which has piled up. This will be put in the skip when it has arrived.

**Tennis Rep
report**

No report

	<p>Club committee mentioned that there are problems on the website to book a court. This will be communicated with the Tennis Club. Charlotte will go to the Tennis Club and suggest that we can take bookings on their behalf.</p>
<p>Treasurer report</p>	<p>Profit and loss report shared. Adam produced a comparison as March was a loss. This was due to the start of the improvements on the outside area – artificial grass. Overheads were exactly the same. Turnover was slightly down. This month we had a full month of Luke’s wages hence a difference.</p> <p>Year to date at a profit of £3000. We were also given another grant due to COVID. The Club did not object.</p> <p>Current account - £6898.81 Savings account - £59250.00 Cash - £2320.00 Petty Cash - £200.00</p> <p>Savings is down from last month due to the artificial grass, VAT and PAYE bill payment.</p>
<p>Secretary report</p>	<p>Still trying to get the lease agreement signed with Rubal Meal (Spicy Aroma). Secretary asked the committee if she could write a letter giving Rubal a deadline. This was unanimously agreed and that Rubal will have 14 days from the dated letter to sign the lease otherwise the rent will go up.</p>
<p>Mangers Report</p>	<p>Staffing good, minor issue regarding communication of staff confirming shifts. Rotas are completed a week in advance on a Monday.</p> <p>Kitchen assistance needs to be considered. Luke needs an additional pair of hands especially on busy Sundays. This additional member is currently provided by his partner and they do work well together, can this continue – Committee agreed that if there was over twenty covers then an assistance can be covered in the kitchen paid by the Club.</p> <p>Mother’s Day lunches successful, 49 covers, good feedback. Great Sunday teamwork that day. Thank you to Clare for pot washing.</p> <p>We are very proud that on 10th March we received our Food Hygiene rating of 5 after a very thorough inspection. A number of minor maintenance issues were picked up on - ACTION</p> <p>Garage door banners up and looking good. Smoking signage up and no smoking signs need to be applied to side of outdoor seating. Outside seating will be strictly no smoking.</p> <p>Next, lighting to be installed along wall outside and some plant pots dotted along wall side.</p> <p>Festivals and Jubilee weekend, promotions started and complementary kegs being sourced for ale festival. Tennis and Bowls to take back to their meetings the idea of ‘It’s a knockout’ competition - 8 from each section needed Saturday 4th June.</p> <p>Club Easter weekend, children’s activities. There will be an indoor chick hunt, exchange for an egg at the bar. It will be inside as it will be the opening of the Green.</p> <p>Up to 50% sky sports discount due to number of MC products stocked.</p> <p>Price increase suggested at least 10p per product/pint – ACTION cost analysis to be completed and presented at next meeting.</p> <p>Currently 380 members.</p>

	<p>Skip returning Monday 11th April 5 days in preparation for opening of green, to be used by all sections.</p> <p>Alley decorating booked for August by Tony Price. This does not cover the condition of the alley.</p> <p>Car park resurface - idea to ask one of the new build developments to 'give back to the community' and resurface small car park, following which, line painting to be completed – ACTION.</p>
AOB	<ul style="list-style-type: none"> • Clearance of office and documents to keep – financial records older than seven years can be shredded. Previous AGM and committee meetings to be boxed and stored in loft until the next AGM to ask the members. Office not to be used until it is organised and documents secure. • Flyers of Sunday Lunch out when the roasts were not available - it was publicised that last Sunday there wasn't a Sunday Roast. Bookings are required for Sunday lunch. Announcements will be placed on the bar. • Complaints made of the adjoining door to Spicy Aroma being opened. This will be stopped and Rubal to be informed.
Date of next meeting	Monday 9 th May 2022 at 6:30pm

Clare Dare
Hon Sec CCL