



MINUTES FROM CHURCHDOWN CLUB LTD COMMITTEE (CMTE) MEETING

Date: 1st August 2022

In attendance:

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

Apologies:

Richard Fernandes	Ian Willcock	Ben Brooke			
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**Opening
welcome /
statement**

The Chair opened the meeting at 6:30pm confirming attendance.

**Minutes
from Last
meeting**

It was agreed that the minutes from the July 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) and completed – (An addition regarding social media and communication abuse needs adding to the constitution) - ONGOING
- Spicy Aroma has received the new contract and Robbie has been requested to sign - ONGOING
- Kitchen maintenance - ONGOING
- Committee photo of Jo - ONGOING
- PA system for future events - ONGOING
- Performance related pay as per Manager Contract needs finalising - ONGOING
- Disabled access funding and plans to be discussed further - ONGOING
- Letter to be issued regarding offensive email - CLOSED

**Bowls Rep
report**

Official there were eight games to play but unfortunately one of the games was cancelled by the visiting side.
 Played seven games, lost four and three wins. Two of the wins were narrow wins. Everyone seemed to enjoy the games.
 We are just about managing to get a team out for each game.
 Some of the new members are still not confident to play.

Bowls would like to thank Charlotte and the Club for their facilities and services behind the bar.

There are not many games this month.

	Charlotte has asked for Roger to take feedback to the Bowls Club that machinery needs to be put away and not been left out.
Tennis Rep report	No report
Treasurer report	<p>Profit and loss report shared for July (not including the final week). Net profit of £211.91. Main expense was the invoice for the auditor.</p> <p>Current account - £5617.00 Savings account - £59000.00 Cash - £225.00 Petty Cash - £200.00</p> <p>There are still a few invoices added to thios over the next week and also the card sales from the final weekend of July. Adam has looked at the till back office software and there is likely to be another £3400 of bar sales to add in but there may be an invoice from Cellar Supplies for about £2000, so can add another net profit of approximately £1400 onto the Net Profit figure.</p>
Secretary report	Chair report in place of Secretary report as it is about Spicy Aroma.
Chair report	<ol style="list-style-type: none"> 1. Lease agreement has still not be signed even after giving Mr Meah 28 days to sign it (at the request of the members at the SGM on the 15th June 2022). The revised lease was sent to Mr Meah's solicitor on the 30th June 2022 for action. Unanimous decision made by the Committee tonight that a Possession Order application will be started on the 3rd August 2022 and provision of alcohol to Spicy Aroma to be withdrawn if there is no signed lease by 5pm on the 2nd August 2022. Letter given to Mr Meah tonight (1st August 2022). 2. With the resignation of Adam Doherty as Club Treasurer, Gina applied acquired three quotes for a book keeper. The quotes were all within a consistent market value. As a committee we agreed that we would accept the quote from Adam Doherty to keep the consistency of the books and the value we have on it. this will be reviewed in three months. 3. An email received from a member (even though it was a technical hitch) was disruptive to the Club. The member responded to the Club's initial contact regarding the matter. The Club Committee do not feel that it was an apology to Charlotte, Adam or the Committee as a whole. An unanimous decision was made for a meeting to be held with the member to discuss the email.
Mangers Report	<p>A successful cider festival at the weekend. It will be a yearly festival along with the Folk and Ale festival.</p> <p>Extremely frustrated by lack of progress regarding Spicy Aroma lease and the continuing amount of time it has taken this month communicating with solicitor etc. Recently Mr Meah's approach and manner towards staff highly unprofessional and rude.</p> <p>Outside lighting complete and looking very welcoming for later nights</p> <p>Manager's role now encompasses invoice payments and communication with book keeper on a regular basis.</p> <p>Events planned: music, brush party and medium night.</p>

	<p>Winter skittles leagues starting to book into diary.</p> <p>Thanks to Paul Wildsmith for repairing alley ceiling and Paddy Hull for doing a tip run again.</p> <p>Sunday roasts have ceased due to Luke handing his notice in to concentrate on full time role.</p> <p>Disabled access being explored.</p>
AOB	<ul style="list-style-type: none"> • Back fencing looks tired - ACTION • Update on new members please – ACTION • Huge thank you to Charlotte for a successful Cider festival.
Date of next meeting	<p>Committee meeting Monday 12th September 2022 at 6:30pm.</p> <p>The Committee will not meet every second Monday of the month so that the treasurer's report is accurate for the whole month.</p>

Clare Dare
Hon Sec CCL

Ongoing actions and new ones from August 2022 CMTE meeting:

Action	Assigned to
Constitution of the club to be finalised (last four points to be reviewed) and completed – (An addition regarding social media and communication abuse needs adding to the constitution).	Clare/Paul
Spicy Aroma Possession Order	Clare
Kitchen maintenance	Charlotte
Committee photo of Jo	Clare
PA system for future events.	Charlotte
Performance related pay as per Manager Contract needs finalising.	Clare/Gina
Disabled access funding and plans to be discussed further.	Committee
Fence ownership	Andy