



MINUTES FROM CHURCHDOWN CLUB LTD COMMITTEE (CMTE) MEETING

Date: 4th October 2021

In attendance:

Chair	Vice Chair	Hon Treasurer	Hon Secretary	Assistant Treasurer	Manager	CMTE members	Tennis Rep	Bowls Rep
	Paul Brooke	Adam Doherty	Clare Dare		Charlotte Nourse	Andy Grainger James Hull		

Apologies:

Gina Jones	James Maud	Ian Wilcock			
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**Opening
welcome /
statement**

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

**Minutes
from Last
meeting**

It was agreed that the minutes from the July 2021 meeting were a true and accurate representation of the discussion that took place.

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

- Organise a maintenance sub-committee - CLOSED
- Maintenance schedule to be written - ONGOING
- Office clearance and organisation - ONGOING
- Quote to be obtained from Tony to redecorate skittle alley - CLOSED obtain after skittle's season
- Constitution of the club to be reviewed and updated - ONGOING
- Lightbox to be installed Ian/Paddy - ONGOING
- Contact council regarding gate through to the park - ONGOING
- Removal of asbestos – obtain quotes - CLOSED
- Retaining wall – quotes still to be obtained - ONGOING
- Delipizza – insurance - CLOSED
- Lease agreements – except for SA Glos LTD all others CLOSED
- External hire agreements - ONGOING
- External caterers for events - CLOSED
- Guttering - CLOSED
- Find historical wall art - ONGOING
- Photographs of committee - ONGOING

Bowls Rep report	As the Committee were discussing lease agreements, the Bowls section was not invited to the meeting.
Tennis Rep report	As the Committee were discussing lease agreements, the Tennis section was not invited to the meeting.
Treasurer report	<p>£81.87 profit made. Down by £3000 turnover (bar sales were down Aug/Sept) £6478.71 in current account £750 cash £55600 in savings account £200 petty cash</p> <p>Annual accounts were approved.</p>
Secretary report	<p>Bowl's Club have agreed their lease terms and therefore this can now be sent to the affiliation. Still ongoing issues with SA Glos Ltd (Spicy Aroma). Paul and Clare will meet with Rubal on Monday 11th October at 6pm to provide SA with two options for a lease agreement. DeliPizza have a two year lease agreement with Churchdown Club at a rental income of £500 per month.</p>
Mangers Report	<p>Successful summer including centenary weekend thank you to committee members for having fun on bank holiday Sunday 2022 aim to finish outdoor seating area</p> <p>Open 7 days/nights a week, going ok, custom depends on group bookings/skittles etc</p> <p>Christmas staffing being planned, rota Time & half Christmas Eve & NYE - ACTION Need to consider Christmas Day opening (2 hours) 1 additional experienced member of staff needed</p> <p>Cellar chillers currently broken, need air conditioning repair company General DIY still have no one to call on at short notice, old TV area repairs, general outdoor maintenance - suggest S Leaver who has recently set up his own local business Window cleaning completed today will be back regularly and will also quote for gutter cleaning</p> <p>Skittle alley to be decorated after this season</p> <p>A number of issues have been hi-lighted with regards to fire regulations: We have sourced a quote for replacing the skittle alley fire door Extinguishers need to be mounted and checked Fire risk assessment is required Fire evac plan required Better fire alarm system to be considered</p> <p>Macmillan coffee morning/day Saturday 23 Oct, please attend</p> <p>1 year into cellar supplies contract, all good, very responsive, new arrangement with sky for increase from 30% to 50% support package Molson Coors Retro calculation due</p>

AOB	<ul style="list-style-type: none">• Ensure all persons who are playing skittles become Club Members – ACTION• DeliPizza joined the meeting to thank the Club and asked for a 6 month notice period on the lease for both parties. This was agreed by the Committee.• Due to the extensive maintenance that the Bowls Club have done over the last 6 months plus, it was agreed that they would have a year's grace off rent for the forthcoming year.
Date of next meeting	Monday 1 st November 2021 – 6:30pm

Clare Dare
Hon Sec CCL