

Churchdown Club Committee Meeting Minutes

Date: 25 November 2025

Location: Churchdown Club

Chair: Patrick (Deputy Chair)

1. Attendance

Present: Jo (Secretary), Anna (Committee Member), Paul (Committee Member), Charlotte (Manager), Andy (Committee Member), Hannah (Treasurer), Patrick (Deputy Chair).

Apologies: Grant, Leo, Gina, Fred; tennis representative unconfirmed.

2. Approval of Previous Minutes

- Previous minutes were approved with no amendments.

3. Reports

Bowls Report

- Ditch reconstruction at tennis end progressing slowly; Bowls will clear any mess made.
- Social/prize giving on 22 Nov; AGM on 24 Nov.
- Rent invoice received and passed to their treasurer; payment pending.

Tennis Report

- No report received.

Manager's Report

- Food hygiene rating improved from 3 to 5 following thorough inspection; inspector complimentary of setup.
- Sealant on bar sink completed; quotes being sourced for bar ceiling improvements; cellar wall filler recommended but low-risk.
- Strong recent events: Oktoberfest, Halloween, Remembrance.
- CAMRA visit scheduled for 19 November.
- Christmas raffle being prepared; brewery prizes sourced.
- Christmas/New Year rotas being drafted.

Secretary's Report

- Membership increased from 688 to 705 (+17 this month; +40 in two months). Now above 700 — likely highest in several years.
- Events (Oktoberfest, Halloween, Remembrance) commended for success.

Treasurer's Report

- Club performing strongly: £32k above budget; operating profit c. £55.5k after exceptional items.
- Revenue trending at £34k/month.
- Top sellers: Ale, Carling, Madri; Guinness already in top 10.
- Reviewed Spicy tenancy income.
- Food sales 240% above budget for October.
- Booker costs now split by category for improved margin accuracy.
- Band costs higher due to summer events and prior cash-payment gaps.
- Cash discrepancies now reconciled; process improved with weekly checks.
- Spicy owe approx. £2k in energy underpayments.
- Bowls/Tennis rent invoices issued but not yet paid.

4. Ongoing Agenda Items & Updates

- Community strategy: awaiting external feedback.
- Grant application for Access for All (£150k) submitted; outcome pending.
- Events: Christmas programme underway (live music, carols, kids party, Posse Sunday).
- Solar panels: installation scheduled; roof works completed.
- Bank account provider: continuing transition; cards pending.
- Website: developer responsive again; mock-ups received; photography options being explored.
- Bar ceiling: quote of £1,200 accepted as best option; upgrade approved.
- Spicy tenancy: waiting to hear from the independent surveyor to give an appointment. Spicy is responsible for 50% of the fees.

5. New Agenda Items

Customer Behaviour Concerns

- Underage drinking incidents reported; alcohol passed by parents.
- Drink-driving incident observed; to be escalated.
- Sunday behaviour deemed unacceptable; safety concerns raised.
- Committee agreed to write formal letters to identified individuals, team managers and Chosen Hill Rugby Club leadership.
- Staff to be empowered to ask individuals to leave if necessary.

Business Strategy 2026

- Treasurer to prepare budgets under multiple scenarios.
- No major operational changes planned; maintain stability and react to market conditions.
- No reintroduction of couple or under-18 memberships.

Glass Collectors

- Concern raised about limited engagement with duties.
- Staff to continue responsibility for toilet checks due to safeguarding.
- Clear expectations to be reinforced.

6. Action List

Action	Responsible
Issue letters regarding behaviour concerns to identified parents and Chosen Hill Rugby Club.	Charlotte & Jo
Arrange bar ceiling replacement with contractor.	Charlotte
Provide band schedule for 2026 budgeting.	Charlotte
Prepare 2026 budget scenarios.	Hannah
Finalise website updates and explore photography options.	Charlotte
Track Bowls/Tennis rent payments.	Treasurer
Complete fixed-asset register review.	Hannah & Committee

7. Date of Next Meeting

Wednesday 10 December 2025 at 7.00pm