

WARGRAVE & DISTRICT SNOOKER CLUB

Minutes of Committee Meeting held on Monday 24 April 2017 at 8pm

Present:	Darren Cabbage (DC)	Chairman
	Dom Matthews (DM)	Treasurer
	Steve Wallace (SW)	Secretary
	Jason Hurn (JH)	Committee
	Tim Wilson (TW)	Committee

Apologies:	Glene Sandom (GS)	Committee
	Ian Wild (IW)	Committee
	Colin Blakely (CB)	Committee
	Phil Warlow (PW)	Committee

The meeting started at 8:15pm.

Phil Warlow, when declining the meeting, indicated that he will not be re-joining the club, and is therefore not seeking re-election. We thank him for his efforts, particularly behind the bar.

1. Approval of previous minutes (meeting held Wednesday 1st February, 2017)

The minutes were unanimously approved and signed by our chairman. Matters arising and actions are noted under their respective sections below.

2. Constitution of the Club

A sub-committee consisting of Colin, Phil and Steve has produced a new version of the Table Rules & Etiquette. This will be resent for approval by email prior to being issued with the renewal email.

Action: SW

3. Preparation for renewals & AGM

Here is the status of the required actions:

- Organise the next meeting for late April. Done
- Change the address on the form to be the club address. Done.
- Produce a Chairman's letter. This is nearly complete.

Action: DC

- Produce an AGM notification. (The agreed date is 12 July.)

Action: SW

- Send to Dom & Jason the AGM minutes from last year.

Action: SW

- Produce the 2017 renewal form, referring to the new TR&E.

Action: DM/JH

The date for the AGM has been agreed to be 12 July.

4. Facilities Management and Safety

A copy of the fire inspection report was received by some officers but not by the Secretary. SW will ask Nick P-G to resend this.

TLC Day. There are a number of minor things that need to be done, including a “high clean” and possible disposal of the bar billiards table, which is seldom used. Tim has agreed to pick this up.

Action: TW

E-cigarettes. Suitable wording has been added to the new draft of the TR&E.

Steve has issued a new table cleaning rota, which now includes Tim, Phil and Colin. Steve will arrange for training.

Action: SW

We need to consider how to clean glasses, as normal washing is below the recommended minimum temperature. Tim has provided some examples of cleaning machines. He will do some further research into the options.

Action: SW

5. Treasurer’s Update

Dom produced another set of impressive graphics, based on the takings since start of current financial year. The highlights are:

- Income is variable but overall healthy, with a projected profit by year-end of £1400 (slightly higher than the prior estimate).
- Bar takings continue to be the biggest contributor to overall income.
- Margins continue to be healthy, with further canny buying by Ian and his team.

Steve has sent out an invitation email to Dom and Richard, but the date for an initial meeting is still to be arranged. However, Darren did bump into Richard, who indicated his willingness to take on the role. (If not, then Chris Satchwill has also offered.) Action carried forward.

Action: SW

Mike Gosling suggested that prices should be rounded to 50p, which would ease the arithmetic and reduce the need for coins. Dom produced a “what-if” analysis that shows that this would have a small positive impact on profits. The change was therefore approved, subject to a modest reduction in the price of shandy, as we felt that this should be slightly less pricey than beer.

A stock-take needs to be done on 1st June. Steve is happy to help with this.

Action: DM, SW

6. Membership Update

We have now reached a membership totalling 108. There is still payment received from the elusive Robert Perry and none on the committee had seen him since he applied.

Subscriptions had contributed £3529 to date.

The handover of membership from Dom to Jason has been scheduled for Tuesday 2nd May.

Action: DM/JH

7. Bar Rota Update

The rota continues to function well. Tim needs the latest rota to be resent as he did not receive it.

Action: SW

8. Bar Update

The price adjustments should help with margins on nuts and mixers.

Ian was absent from this meeting but the view of the meeting was that the restocking continues to be functioning well and that the quality of the beer on offer remains high.

The requests for other items were satisfied and we have stocks of:

- Non-alcoholic lager, such as Becks Blue
- Continued supply of cider, premium if possible
- Some still orange juice, such as J2O

9. Club Competition Update

This has gone well, apart from a slight over-run on the finals. Darren is attempting to get this done by 2nd May, so that we can announce the winners in the Chairman's letter.

As Phil is stepping down, we need to find a new owner of the competitions. Glene was suggested and we will ask him if he is willing to take this on, as it is not onerous. Tim also offered to assist.

Action: SW

10. Social Events Update

We sold a little under half of the tickets for the Festival event on Monday 12th June. Available to help are: Darren, Dom, Steve and Tim. Remaining tickets will be placed behind the bar.

It was agreed to purchase some finger food from Costco, rather than source from Haweli.

11. Web Site and Branding

The web site is functioning well and has lots of good content. We will put the new rules there and a renewal form for reference.

Tim has offered to investigate whether we can get a mention on the BBC's "get involved" section.

Action: TW

12. Any Other Business

Wargrave News. We should aim to have more visibility via Wargrave News, as this advertises the club for prospective members, and the paper is always looking for copy. Action carried forward.

Action: TW

Charity Raffle. Placeholder to discuss again later in the year.

13. Date of Next Meeting

The next meeting will be on Monday 26th June at 8pm, in the club.

Steve Wallace, Club Secretary

26th April, 2017.