

WARGRAVE & DISTRICT SNOOKER CLUB

Minutes of Committee Meeting held on Weds 24 June 2020 at 9pm (by video/phone conference)

Present:	Darren Cabbage (DC)	Chairman
	Dom Matthews (DM)	Treasurer
	Steve Wallace (SW)	Secretary
	Graeme Blythe (GB)	Committee
	Steve Barton (SB)	Committee
	Dustin Handcock (DH)	Committee
	Tim Wilson (TW)	Committee
Apologies:	Glene Sandom (GS)	Committee

The meeting was hosted by Dom Matthews as a video conference.

This meeting was focused on a restricted agenda, given current circumstances:

- Update from the Covid-19 sub-committee, including a brief financial summary
- Discussion of the above in the light of recent government announcements
- Constraints on opening and decision on sale of alcohol (no bar service)
- Date of opening?
- Communications strategy
- Date of next committee meeting

Previous Minutes and Actions

The minutes of the previous meeting (on 7th May) were approved unanimously.

Financial Update

Financially, we are about £4,000 down, but still have about £15,000 in the bank.

Dom filled in the relevant application for funding from the Sports England fund. The response was to the effect that they are presently inundated with requests, so we may not hear back soon.

It was decided that in any case we should approach the Trustees to ask about whether we might get a payment deferral, as our income will be reduced even when we do open.

Action: DM

The year-end inventory stock-taking was completed as normal. Dom will approach Richard Arnold with the accounts, which are nearly finished.

Action: DM

Membership Renewals

We have done auto-renewals. Five people have voluntarily paid full membership.

Insurance

We continue to be covered, despite not using the club. SW will continue to liaise with the insurers regarding any checks that might be stipulated if the lack of use continues beyond 90 days.

Action: SW

AGM, Chairman's letter, etc.

The letters went out via email (Chairman's letter and the explanatory letter).

Requirements for Opening

The sub-committee recommended several alterations to normal procedures:

- The middle table will be taken out of use to ensure distancing.
- A booking system will be implemented, for near and far tables.
- Only two players per table (i.e. singles) and members only (no guests yet).
- There will be three "slots" bookable on each table of an hour each (19:00-20:00, 20:15-21:15, and 21:30-22:30). This will allow plenty of time for cleaning between sessions, which will be done by the barman.
- The price for the hourly session will be £5 for the time being, to help with revenue, on an interim basis. We expect to return to selling tokens at some point in the future.
- Cleaning procedures and signage will be implemented – further details to follow, depending on the fine detail of the rules that we are given to implement.
- We expect to be able to offer drinks, but it may be necessary to do this with table service. This is still TBD.

Graeme explained that we had acquired and installed sanitising units, but we are still awaiting the foam refills for these. We have a couple of small hand-held sanitisers. We have plenty of towels. Signs of various kinds have been designed but not yet printed.

We still need to source some disposable gloves and face masks, as well as the sanitiser foam, as these may be needed for barmen.

Action: GB

We decided that we won't take cash; all payments will need to be by card, or we take note of the amounts spent, which people can subsequently pay electronically. Dom has done some research into potential providers and is recommending BT for broadband and iZettle for payment processing. He will oversee the installations.

Action: DM

This mechanism requires the following investment:

- The BT broadband is £26.99 per month. (BT are scheduled to install the broadband on 1st July.)
- The payment company (iZettle) takes 1.75% of the revenues processed. Based on a typical year's takings of £20,000 this would equate to £350.

- The card reader and charging dock cost is £81 (one-off).
- An iPad is also required with secure housing, at a (one-off) cost of £400.

We need clarity on whether Snooker Clubs are included within the rules pertaining to social clubs or indoor sporting clubs. We need to check this.

Action: DH

We think that it is too early to fix the opening date until we are sure that we can meet the minimum requirements.

When we do open, the Bar Rota will need to be resumed. Graeme will drop an email to all potential volunteers to ask whether they are willing to help. It was suggested to include the above summary of new arrangements, so that barmen have advance warning of what will be needed. It was also agreed that one of the last slots of the evening will be reserved for the barman and whichever member they choose, so that they get some table time.

Action: GB

Darren will investigate further details of what pubs need to do to comply with regulations.

Action: DC/SB

The dart board will not be in use. The darts will need to be stored and the board covered or removed.

Action: SW

Communications

Steve will draft (for committee approval) an interim email to members that explains in outline what the new procedures will be, and that a date for opening will be announced soon.

AOB

Tim mentioned that at Mel's funeral it was suggested that if anyone wanted to donate to the Wargrave surgery, that would be appreciated.

Some of the Crunchies are approaching end-of-life and should be disposed of. It was suggested that we may be able to give them away locally.

Simon Holburn got in touch about his purchase of an evening at the Club. Steve W has been in touch and Simon is happy to wait until we are properly up and running.

Next Committee Meeting

Weds 8th July at 9pm. Again, this will be hosted by Dom.

Steve Wallace, Club Secretary