

WARGRAVE & DISTRICT SNOOKER CLUB

Minutes of Committee Meeting held on Weds 8 July at 9pm (by video/phone conference)

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

The meeting was hosted by Dom Matthews as a video conference. *Tim and Steve B both did join us towards the end of the meeting.

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

- Last meeting's minutes and actions arising
- Cleaning by professionals
- Shelf life of bar items
- Security of premises
- Date of next committee meeting

Previous Minutes and Actions

The minutes of the previous meeting (on 24th June) were approved unanimously.

Financial Update

Dom has an action to approach the Trustees to ask about whether we might get a payment deferral, as our income will be reduced even when we do open. The current balance is £14,514. C/F.

Action: DM

Dom will approach Richard Arnold with the accounts, which are nearly finished. C/F.

Action: DM

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.

When Graeme was last in the Club, he noticed that the side door was open to the corridor. We may need to have the lock changed. Meantime, Graeme will ask for keys back from barmen who have dropped off the rota.

Action: GB

The brokers have recommended a weekly check. Please let Steve Barton know if you have been to the Club, and SB will keep a log of visits.

Action: SB

Membership Renewals

We have done auto-renewals. Since we last spoke the number of renewals has risen to eleven.

Requirements for Opening

We have disposable gloves and face masks. Masks will be available to be worn by the barmen. The only remaining items are sanitiser foam cartridges, which are still on order.

Action: GB

The broadband is not yet installed. This was due to be done on 1st July. It has been rescheduled for 16th July. Card payment facilities are installed. We need to get our own iPad.

Action: DM

Signage is now in production.

Dustin confirmed that we come within the requirements for social clubs. This means that we fall into the guidelines for pubs, bars, and restaurants.

Bar Rota. Graeme has emailed potential volunteers to ask whether they are willing to help. 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. We have lost the services of a few barmen, who have dropped out. However, we have a couple of new barmen, provided they can be trained.

Action: GB

Darren has done extensive research into what pubs need to do to comply with regulations. We need to have a track and trace book. We also need to make sure that members are aware that their contact details will be passed to the authorities in case we are alerted to a member testing positive. Graeme will source a suitable book to record names.

Action: GB

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

Action: SW

The aim is for a “soft opening” for committee to test procedures on 16th July. This will be followed by a meeting on Friday. Then, assuming all goes well, we will announce the official opening on 27th, to give members time to use the booking system.

Steve will draft (for committee approval) an interim email to members that explains in outline what the new procedures will be. C/F.

AOB

Out-of-stock items. Some of the food items are approaching end-of-life. It was suggested that we may be able to give them away locally. Some of the bottles are also approaching end of life. We need to do a thorough check on all items before we reopen.

Action: DM

Cleaners. They will be re-employed to do a deep clean once per week.

Action: SW

Next Committee Meeting

Friday 17th July at 8pm. This will be hosted by Dom.

Steve Wallace, Club Secretary