

WARGRAVE & DISTRICT SNOOKER CLUB

Minutes of Committee Meeting held on Monday 27 July at 9pm (by video/phone conference)

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

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

Previous Minutes and Actions

The minutes of the previous meeting (on 20th July) were approved unanimously.

Financial Update

Dom has approached the Trustees in relation to our financial situation. When we have re-opened, we should be clearer on whether relief of some sort will be required. No action for now.

Dom will approach Richard Arnold with the accounts, which are nearly finished. There is no great urgency for this, however, as AGM still to be scheduled. C/F.

Action: DM

Insurance

We continue to be covered, despite not using the club. The insurers advised that we should check the club weekly. This has been happening (more frequently, in fact) and we are due to open soon.

SB couldn't attend the meeting, so we carry forward the action to keep a log of visits. Steve has produced a hardcopy log, which we will keep in the club to record visits and any items arising.

Graeme will ask for keys back from barmen who have dropped off the rota. C/F.

Action: GB

Membership Renewals

The memberships are up to 28 now. In fact, another arrived during the meeting. The latest email has prompted some more renewals.

Requirements for Opening

Booking System. Dom has amended the web booking system to mandate the listing of the other player when a table is booked.

The sanitiser foam cartridges are still on back order, but we have enough to open with. Graeme will continue to monitor the order.

Action: GB

The broadband has finally been installed. The hub resides inside the cellar. The iPad has also arrived. Dom is amending the procedures to include the card payment system instructions.

Action: DM

Dustin confirmed that we come within the requirements for social clubs. This means that we fall into the guidelines for pubs, bars, and restaurants. SW circulated drafts for review of risk assessment, changes to procedures, and updates to data protection policy. No amendments have been received.

Bar Rota. Graeme has issued an updated rota for the first few weeks.

Graeme has bought a suitable book to record names for track-and-trace. Steve has updated the data protection policy.

Cleaners. C&M Cleaning have been re-employed to do a deep clean once per week. This started on Thursday 23rd July. They have invoiced us in advance.

The inter-session cleaning will include the following: triangle, balls, rests, table edge and any other equipment they have used (by members). Anti-bacterial wipes will be provided. The barmen will clean the bar area and door handles.

Opening Date. The “soft opening” happened on 16th July. We have amended the start date to 30th July full opening, and communications to members have been issued by Glene. We have bookings.

GB has restocked the fridge and has bought some more supplies. SB is providing some polypins.

AOB

Glene is aware that we need to finish the competitions. He will organise something separately, probably to take place over one or two weekends, possibly with the help of other committee members.

Action: GS

Next Committee Meeting

Friday 14th at 9pm, using Dom’s web meeting.

Steve Wallace, Club Secretary