

# ROCHE VICTORY HALL SOCIAL CLUB

## MINUTES OF THE COMMITTEE MEETING HELD ON 25<sup>TH</sup> JUNE 2018

The Chairman opened the meeting at 19:00hrs

### 1 PRESENT

#### CHAIRMAN

Daniel Inch

#### VICE CHAIRMAN

Elaine Morris

#### TREASURER

Clare Inch

#### SECRETARY

Richard Hawkey

**MEMBERS** – Brian Higman, Terry Tabb, Nyk Pimm-Smith, Irene Northey, Nathan Mansfield, Tony Norris, Monty Northey, Graham Simpson, Howard Worn

### 2 APOLOGIES – Graham Lambert, Selena Lewis, Michael Morcom

### 3 MINUTES OF THE LAST MEETING

The pre-circulated minutes of the meeting held on 25<sup>th</sup> May 2018 were taken as read. Terry Tabb proposed that they were a true record, Monty Northey seconded the proposal. The minutes were approved and signed.

### 4 MATTERS ARISING

- Cornwall Council Food Hygiene & Safety – this is an online training session and to be done after the general staff training has taken place. C/F
- Heater Panels – Nyk/Tony to look at solutions. C/F
- Plumbing plan and shut off valve – Shut off valve has been done and is located in the boiler room. Tony to follow up the heating plan. C/F
- Change of Designated Premises Supervisor and Variation to Licence – Dan is now the DPS. Change of licence to be carried forward. C/F
- Membership cards – Howard has designed a new membership card which would cost £40 for 500. Tony offered to sponsor the cards if we have them in the future. Could potentially be used for new members and then renewals next year. C/F

### 5 CORRESPONDENCE

- The Parish Council funding has been received towards the new chairs. All of the old brown chairs apart from 50 have been sold.
- A letter was received from the Parish Council regarding the Remembrance Wreath. It was agreed that we would purchase the usual one.
- A letter and form was received from the Parish regarding GDPR
- A thank you letter was received from the Lions Club thanking us for our assistance in raising money for the Easter egg raffle.

- A thank you letter was received from Loveny Ladies for the friendly welcome, services and facilities for their concert on 26<sup>th</sup> May
- Letters of apology were received from 2 members for an incident that happened between them on 27<sup>th</sup> May. It was acknowledged that this was out of character and that we hoped this wouldn't happen again.
- Terry to speak to Shane Gregory re our normal £25 sponsorship towards the carnival – all were ok with this
- Sky TV is going up £12 per month

## **6 CHAIRMAN'S REPORT**

- Dan thanked those who helped during the football

## **7 SECRETARY'S REPORT**

- Nothing to report

## **8 TREASURER'S REPORT**

- The May figures were circulated which showed takings of £16,843.24 and expenditure of £14,982.50
- A new hot water urn has been purchased at a cost of £500

## **9 HEALTH & SAFETY**

- Graham reported that he had met with Alan and tested the fire alarm and appliances.
- The PAT testing is due and Alan has kindly offered to do this for us free of charge which will then see us through the next 2 years
- Tony to provide Graham with the asbestos certificate for the old sink that was removed
- Staff training needs to be arranged to go through all the health & safety issues
- Dan/Graham to do a checklist for the staff training.

## **10 BAR**

- Unfortunately, Ellesse Cummins is finishing on 1<sup>st</sup> July
- There is a shortage of CO2 gas across the country. We are ok for stock at the moment.

## **11 ENTERTAINMENT**

- Howard has booked and is sponsoring Steve Moyles for 10<sup>th</sup> November and will be collecting for a charity
- The Belfast Busker has been booked for August bank holiday Sunday and is being sponsored by Tony, and a charity collection will also be taking place
- It was suggested that we also collect for a charity at the beer festival

- Howard is organising a motorbike ride one Sunday, and looking to put on a BBQ

## 12 **SPORT**

- 3 euchre teams have been entered for the next season

## 13 **BOOKINGS**

- 6 new bookings have been taken, 3 with a bar
- The Rock & Roll have cancelled their next booking

## 14 **MEMBERSHIP**

- A number of new membership applications and renewals were received and approved
- Brian to ask for an updated banned list from PubWatch
- Membership checks were discussed in depth and it was agreed that any regular drinkers who are not members should be highlighted to the bar staff to follow up.
- The membership system is a chore and needs reviewing going forward

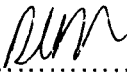
## 15 **ANY OTHER BUSINESS**

- Terry reported that the smoking shelter roof was leaking and has received a quote of £200+ VAT to repair. The 2 pitches on the club also need doing at a cost of £1,200+ VAT. It was proposed to accept the quote for the smoking shelter and to get that done, and to carry forward the 2 club pitches for next year. All were in favour
- There have been complaints about the club Wi-Fi being slow. Unfortunately, we do not have fibre to the building, and we cannot open up the Wi-Fi to the TV as this will cause disruption to the speed.
- There have been complaints that the TV is too quiet and proposed that a new speaker is needed. The Sky dish also needs moving and Sky box as well to get HD. The total cost would be £280. Brian proposed we go with this, Nyk seconded, and all were in favour.
- Terry represented the club at Geoff Coad's funeral
- It was agreed that the meeting dates previously circulated will not be changed.
- A dog policy is now in place so that no dogs are allowed within the premises unless agreed with the committee
- Thank you to Nathan for keeping the outside noticeboard up to date
- There was a recent issue with the phone line which required the engineer to come out and we were quoted £245+ VAT over the phone. We were later charged £845 but have now been refunded thanks to Clare following up.

## 16 **NEXT MEETING**

- The next meeting will be on Monday 16<sup>th</sup> July at 7pm

There being no further business the meeting closed 20:27

Signed: .....  .....

Chairman/Deputy

Date: 16/7/18, .....

Signed: .....  .....

Secretary/Deputy