**Management Committee Meeting Minutes.**

**Wednesday 7th December 2022 6.30 p.m.**

Present: Peter Atkins (PA) (President), Frank James (FJ) (Chair), Ken Sproston (KS) (Treasurer), Nick Bickley (NB) (Secretary), Trevor Laws (TL), Wendy Boult (WB) (Safeguarding), Vilma Allman, Rosie Vance-Cotsford (RVC),

1. Apologies

Chris Robinson (CR), Dave Barrett (DB)

1. Approval of the Minutes from 12th October 2022

The minutes were approved as a true reflection of the meeting.

Proposed: Ken Sproston

Seconded: Trevor Laws

1. Matters Arising
2. (6) FJ is making arrangements for the Presentation Evening
3. (13) FJ has talked to Ernie Hultquist regarding the bar. Ernie is willing to help when needed.

KS has had a chat with Roy and Isobel Aspinall who are happy to run the bar on Tuesdays but cannot make Fridays.

FJ/RVC help with the bar on Fridays but it was suggested by KS that we ask if others were willing to give time to help.

**Action: NB to ask members, after Christmas, if they are willing to help**

1. Secretary’s Report
2. The members have been kept up to date with all matters relating to the club including communications from the Social Committee.
3. The clubs’ calendar and website have been kept up to date
4. Bookings have been taken for a wake and league meetings
5. Booked in the Stone friendlies for 2023
6. Liaised with Gerrard’s Electricals over inspection and the work to being carried out
7. Worked with Rhys Powell to publish the minutes of the Management Committee on the club website as requested at the last AGM. These can be found on the menu
8. Approved financial transactions for KS
9. Treasurer’s Report -Including monthly statement, account balances and membership

|  |  |  |
| --- | --- | --- |
| Lloyds Bank Treasurers Account | | page3image1046605408page3image1046603424  £12,758  page3image1046606352page3image1046607216 |
| page3image1046608576page3image1046609168page3image1046610304  Lloyds Bank Savings Account  page3image1046570128page3image1046570784page3image1046571920 | | page3image1046575200page3image1046573472  £9,039  page3image1046576416page3image1046577280 |
| page3image1046581008page3image1046578976  Accounts Totals |  | page3image1046016592page3image1046341744  £21,797 | |

1. KS reported on the financial data to 30th September 2022 which had been shared with the Committee.
2. Under donations the sum of £1500 appears due to the generous donation from PA towards the purchase of a defibrillator
3. KS has moved £6000 from the Treasurers Account to the Savings Account which leaves £8000 in the Treasurers Account and £15000 in the Savings Account at the end of November 2022
4. The financial balance for the end of the year has not been audited yet by Dave Shelley

Income/Expenditure.

Income

1. Bar has increased by £2905
2. Members subscriptions increased by £3708 with increased membership
3. Donations have increased by £645
4. Snooker increased by £348
5. Social functions/catering increased by £1048 due to the increase in activities and work of the Social Committee
6. BCGBA registrations increased by £171
7. League payments increased by £458 following the pandemic
8. Solar Tariff increased by £466

Expenditure

1. Club Administration increased by £958 due to:

£270 repairs to external lights

£300 new jacks

£427 internal electrical repairs

1. Cleaning increased by £295 – increase in activities following the pandemic
2. Gas and Electricity increased by ££492
3. Insurance reduced by £664 – new insurers
4. Ground maintenance reduced by £1365 due ti new ways of working

Balance Sheet for Year ended 30 September 2022

Fixed Assets

1. New mower £6213
2. Bar till £450
3. Fridge £119
4. Ice maker £129

Current Assets

Lloyds Bank Treasurers Account increase of £8917 to £12758

Lloyds Savings Account decrease of £5999 to £9039

(Note Transfer mentioned in 5.iii about movement of £6000 from Treasures to Savings which happened after the accounts were produced)

TL asked about the vacuum cleaner listed in the assets was still in the club?

KS will check this and will make any necessary adjustment in the fixed assets in 2023

TL also pointed out that the location of the fridge should be identified

KS will make the change to the asset list

**Action: FJ to contact Dave Shelley to ask him to do the audit by 18/1/2023 in preparation for the AGM**

KS informed the meeting that Ernie Hultquist has asked to become a Social Member. It was noted that he had previously been made an Associate Member. It was agreed to keep him as an Associate Member and that NB would inform him.

There have been no new members since the last meeting.

There have been 6 terminations since the last meeting.

TL asked that an acknowledgement be made of the generous donation by the President, Peter Atkins, towards the purchase of the defibrillator.

The Committee were unanimous in their thanks to Peter for this contribution.

1. Captains Report

No report

1. Green and Grounds

No report

1. Social Committee Report
2. The Winter Games will finish on 10 December 2022. Each winner will get a trophy and there will be a shield for the overall winner. This event has raised £61 profit
3. Quiz night went well and raised £70 some of which has been used to purchase a new Christmas tree
4. KS asked that receipts are presented as purchases are made rather then saving them up
5. The Social Committee are hoping to hold another music night before the start of the new bowling season
6. Safe Guarding

WB had nothing to report

1. Electrics

The main work has been completed with a few small jobs to finish.

CR had been in discussions with Gerrard Electricians and they reported that in order to stop the kitchen tripping the system when the kettle was boiled and hand driers were in use there needed to be a new ducted ring main put in. They could not access during the work due to being unable to get to the cables in the roof space. The quote was £350 plus parts.

It was agreed that this work should be carried out.

**Action: NB to contact Dave Gerrard and book work in**

PA concerned that the heating has been set too high

**Action: NB to contact CR and look into this and produce notice that says the boost button should only be pressed once to boost heating for 1 hour. Heating to be set to 15 degrees.**

1. Any other Business
2. WB shared a letter of thanks from the Scouts thanking the club and those who had helped at their recent bowling experience night which the Scouts had really enjoyed. The letter was put on display for members to see.

PA asked the Committee to consider closing the club until 5pm each day as members were using the snooker table at various times of the day and boosting the heating which will lead to extra costs. He was also concerned that some people were only joining the club as Social Members to play snooker. RVC stated that we needed to check applications in the future.

A discussion was held concerning this matter in which the use of the Keep&Share App was raised where some members were booking the snooker table out for use. KS agreed that he would like to reduce heating costs.

WB suggested that due to the increase in fuel there needed to be restrictions on the opening of the club so that it was only open for club functions, which included the successful coffee mornings, and club nights.

The Committee unanimously agree that members would be informed that:

Due to the increase in energy costs the club will only be open for club functions and club nights. This will be brought in from 1 January 2023.

**Action: NB to notify members of this decision**

1. FJ informed the meeting that he had been elected Vice Chair of the Crown Green Bowling Association. The Committee congratulated Frank on achieving this role.

Meeting Closed 20:00.

Next Meeting: 18/1/202