



MINUTES FROM CHURCHDOWN CLUB LTD COMMITTEE (CMTE) MEETING

Date: 6th December 2021

In attendance:

Chair	Vice Chair	Hon Treasurer	Hon Secretary	Assistant Treasurer	Manager	CMTE members	Tennis Rep	Bowls Rep
Gina Jones		Adam Doherty	Clare Dare		Charlotte Nourse	Paul Brooke James Hull Andy Grainger Ian Willcock	Richard Fernandes	Roger Stollery

Apologies:

James Maud				
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**Opening
welcome /
statement**

The Chair opened the meeting at 6:31pm confirming attendance.

**Minutes
from Last
meeting**

It was agreed that the minutes from the November 2021 meeting were a true and accurate representation of the discussion that took place.

**Actions and
matters
arising from
the minutes
of last
meeting**

- Maintenance schedule to be written – employed a maintenance man monthly - Closed
- Office clearance and organisation – Clare continues to clear no need to be on minutes - Closed
- Constitution of the club to be reviewed and updated – **date to be arranged** - ONGOING
- Lightbox to be installed - currently no more signage needed - CLOSED
- Contact council regarding gate through to the park - ONGOING
- Retaining wall - ONGOING
- Lease agreements – bowls completed, waiting for Tennis to come back - ONGOING
- External hire agreements - ONGOING
- Find historical wall art – art pictures are up and historical art to go up - CLOSED
- Photographs of committee – completed - CLOSED
- Finalise SA Glos Ltd Lease – solicitor found ID from President and Secretary needed to continue - ONGOING
- Staff social media – staff updated - CLOSED
- Ordering of furniture – tall chairs ordered and tables - CLOSED
- Floor plan for furniture - CLOSED
- Guttering – cleared and outside skittle alley cleaned - CLOSED
- Spring Work Days – **dates to be confirmed** - ONGOING
- Charlotte’s Performance Related Pay – Gina, Adam & Gina to meet - ONGOING
- Cricket Festival – meeting held. Minutes on website - CLOSED

Bowls Rep report	<p>Have had approval of a grant from Tewkesbury due 1st April 2022. Have also had discussions with Ben Evans regarding the COVID Recovery Grant. Have had approval from GBA to be affiliated. Roger thanked Clare for all the work on the lease to ensure the GBA had the correct criteria to be affiliated. Recent skittles evening was successful. Approximately 16 people turned up. Roger thanked the Club for letting them use the facilities.</p> <p>The Green is looking much better. There is still more work to do.</p> <p>The team are trying to encourage previous players back into the Club.</p>
Tennis Rep report	<p>We welcomed Richard the new Chairperson.</p> <p>Meeting held with LTA representative to expand the members numbers. The Tennis Club is looking at possible Play and Pay for the general public for a fee per hour. The public will be able to book via the website and a padlock code will be sent. Costs could be £5-£10 per hour. LTA has researched the local area and believe that there is 5000 potential people wanting to use the tennis court (10-minute drive). This in turn could bring in more members.</p> <p>One thing raised is that many people do not know that the tennis club is in Churchdown. This is due to lack of signage. Charlotte explained that new signs are being made with tennis on it. These will go out the front. Charlotte and Richard will look at the proof. Potentials leaflets to be produced for the new build houses.</p> <p>Still applying for various grant. Ben Evans is meeting the Club and will be taking photographs in order for an application for part of the COVID Recovery Grant. Richard will be looking at getting a grant if more houses are being built as GL1 and Chosen Hill School have a proportion of a grant.</p>
Treasurer report	<p>Profit and loss report shared. Made a small profit. It was a small profit because the fire door in the skittle alley needed to be replaced. The Lottery King also had a couple of big win outs (£300 and £100). Over the year the Lottery King is profitable but unfortunately this month had the big wins.</p> <p>Spicy Aroma's bar sales have increased to £700-£800 per month. This was due to the meeting held between Clare and Robbie.</p> <p>November is traditionally a slow month. There should be an upsurge in December. Charlotte asked if there was anything that could be done to reduce outgoings. At this time, there is not.</p> <p>Current account £5094.61 Cash account £1095.00 Savings account £56800 Petty Cash £200</p>
Secretary report	<p>Letter from Dude expressing concern about Spicy Aroma using four car parking slots rather than their one allocation. Clare to be in touch with Robbie and reply to Dude.</p> <p>Thanks were given to Clare from Gina and Charlotte for her work behind the scenes.</p>
Mangers Report	<p>Staffing good, new staff T-shirts been given out. Christmas rota has been organised and confirmed. There needs to be a few committee members to help with lock ups. Charlotte subject to travel restrictions hoping to be away 28 Dec - 4 Jan. Food in freezer to get rid of - Clare to offer catering a couple of dates over festive period. Catering for events to be offered through Southwest Catering (previous cricket club caterers) offering a 5% club profit. Charlotte is still trying to source staff for Sunday lunches. Staff/committee drinks 5th January 2022. Pool table refurbishment scheduled 9th December 2021.</p>

	<p>Steve Leaver spent one day on clearing the frontage. Banners proof agreed, waiting to hear about collection. Gutters cleared by window cleaner. Art work on walls well received - thanks to David Ochiltree art class. Membership 2022 – online and paper form. Membership fees to increase. Boiler needs to arrange a service.</p> <p>Gina thanked Charlotte for all the hard work she has put into the club. The rest of the committee thanked her too.</p> <p>Charlotte asked if there was a process to bar people from the Club. It is Charlotte's choice.</p>
AOB	<p>Tennis Club is replacing tennis balls and has asked to have a bucket of the old balls at the bar for people to purchase with proceeds going to a charity of their choice. This was agreed by the committee.</p> <p>The boards need to be updated. Sign writing needs to be done as soon as possible.</p>
Date of next meeting	10 th January 2022 at 6:30pm

Clare Dare
Hon Sec CCL