

PLYMOUTH BRIDGE CLUB

Minutes of the committee meeting held on Monday 9 March 2020

Present:	Steve Lacey	Chair	SL
	Richard Ayres		RA
	Martin Berkien	Acting Secretary	MB
	Charles Greenlees	Treasurer	CG
	Robert Kilby		RK
	Gill Seymour	Lettings	GS
	Alan Simpson	Membership Secretary	AS
	Jenny Young	Trustee	JY
Apologies	Ailie Henry	Trustee	AH

MINUTES OF THE PREVIOUS MEETING

1.0 The minutes of the meeting held on 24 February 2020 were approved

MATTERS ARISING

Further to minute 2.4

2.0 Reported that the Treasurer had not as yet been able to contact HMRC and it was unlikely therefore that the club’s corporation tax status would be confirmed before the AGM

Noted that the accounts for the financial year ended 31 December 2019 which in all other respects were agreed would have to be presented to the AGM with the qualification that pending the resolution of the club’s corporation tax status the accounts had not been signed off by the club’s accountant.

Further to minute 14.0 – Corona Virus

3.0 Considered the Club’s response in the event of an escalation of the current corona virus situation

Noted that

1. whilst the Club will continue to follow HM Government advice, in the light of the risk profile of the club membership and nature of bridge sessions including the proximity of players and the need for frequent and multiple handling of cards and boards the Club will have to be extra diligent and go beyond general guidelines.
2. the expected speed of developments in the current situation will demand an equally speedy response by the Club

Agreed that

3. in the event HM Government move from the current containment stage to the delay stage and introduce restrictions on large gatherings as expected the Club will suspend all club activities (including possibly the AGM) until further notice
4. the Chairman be authorised to initiate such a cessation of activities **SL**
5. in the event of such a development Gill Seymour be asked to inform other users of the Club premises and invite them to consider a similar response **GS**
6. the Club will make no charges for room hire sessions cancelled as a result of this development and any pre-payments will be refunded

TREASURER'S REPORTS

- 4.0 Received the Treasurer's report
Noted that
1. there was no report for the current period
 2. there had been no change in the accounts for the financial year ended 31 December 2019 as presented at the previous meeting
- 5.0 Reported that the Treasurer had purchased more hand sanitisers
Agreed that the provision of hand sanitisers would continue beyond the current corona virus situation and would become a permanent feature in the club premises

MEMBERSHIP

- 6.0 Received the Membership Secretary's report
Noted that there had been no new applications for membership

BUILDING MAINTENANCE AND IMPROVEMENTS

- 7.0 Reported that over the past weekend there had been a blockage in the ladies toilet
Noted that
1. the provision and dispensing of paper towels may well contribute to the problem
 2. there may be a need to introduce notices in the toilets to remind patrons of what may and may not be flushed down the toilet
- Agreed that the Treasurer be asked to investigate the feasibility and cost of installation of hand-dryers in the toilets **CG**
- 8.0 Reported that the U3A had complained about the temperature on the first floor of the club premises
Noted that
1. the settings for the heating system had been adjusted subsequently
 2. it was possible to bring forward the timing of the heating system in accordance with the instructions alongside the control panel
- Agreed that Gill be asked to inform U3A and remind them that opening radiator valves on the ground floor would reduce the heating on the first floor **GS**
- 9.0 Reported that one of the small tables on the ground floor had been repaired by Jenny's husband
Agreed that Jenny be asked to convey the appreciation of the Committee **JY**

COMPETITION

- 10.0 Reported that with effect from January 2020 the EBU had changed the rules regarding qualifying events for the award of Blue points which meant that it would not be possible to award Blue points at the last date of the Northcott Cup as previously agreed
Noted that
1. there was no evidence actual number of members desiring the award of Blue points
 2. there were alternative opportunities for members to obtain Blue Points including organising special (open) event to that purpose
- Agreed that Richard be asked to prepare an invitation to members who are keen to have opportunities to gain Blue points, inviting them to put their name on a list provided for that purpose on the Club notice board **RA**

SOCIAL EVENTS

The Social Committee had not met and there was nothing to report

ROOM HIRE RATES

11.0 Considered room hire rate

Noted that

1. there was a good case for a significant increase in the room hire rates.
2. Room hire represented a significant income to the club
3. it was important that the club does not price itself out of this activity
4. it was necessary find out going rates for the hire of meeting rooms
5. the Club should establish a target rate to ensure an equitable contribution to the maintenance of the club premises but may have to move towards in stages
6. the Chess Club year ran from September to May and had asked for any change to room hire rates to come into effect from 1 September

Agreed that

7. Jenny and Gill be asked to enquire at different venues such as the Powisland Drive Church Hall and the Tor Lane United Church to obtain current rates for room hire
8. Steve and Gill be asked to meet with the chess club in April to agree charges with effect from 1 September 2020

JY
GS
SL
GS

STUDENT MEMBERSHIP

12.0 Considered the transition of club students to club membership

Noted that applications for membership must be approved by the club committee and are normally proposed by the club teachers who can attest to the standard of the applicants and who advise the students on bridge sessions appropriate to that standard

Agreed that there is no need for a change in the current arrangements for the transition of club students to club membership

COMMITTEE MEETING MINUTES

13.0 Considered the dissemination of minutes of committee meetings

Noted that

1. currently minutes are posted on the notice board after they are approved at the following committee meeting, which on the basis of a monthly meeting would be a month after the event, longer if a subsequent meeting is cancelled or postponed.
2. In the interest of transparency it was important for member to be timely informed of the proceedings at their management committee
3. any corrections to the draft minutes were formally recorded in the minutes of the subsequent meeting

Agreed that with immediate effect, minutes of the meeting be published on line and on the club notice board as unapproved minutes as soon as they are agreed by the Chair of that meeting

ANNUAL GENERAL MEETING (AGM)

14.0 Considered the preparations for the Annual General Meeting on 23 March 2020

Noted that

1. the Acting Secretary had received following nominations for election

- a. Officers :
 - Steve Lacey - Chair
 - Charles Greenleese - Treasurer
 - Allan Simpson – Secretary
- b. Committee member
 - Richard Ayres
 - Martin Berkien
 - Melville Brown
 - Rob Kilby
 - Diane McGregor
 - Gill Seymour

- 2. there remained a vacancy for the position of Vice Chair
- 3. Jenny Young was willing to continue as Trustee for a further three year period
- 4. in the event of an escalation in the corona virus situation as referred to above it would be necessary to adjourn the AGM; in that case the officers of the club and the members of the committee would continue in their roles until such time the AGM is reconvened
- 5. the Treasure would be unable to attend the AGM
- 6. following consultation it had been decided not to provide refreshments at the club between the end of the bridge session and the commencement of the AGM at 1800 as it had become customary for people staying on to make use of the hostelryes on Mutley Plain

Agreed that

- 7. Jenny Young be nominated for election for another term as Trustee
- 8. the Chair be asked to present the Treasurer’s report at the AGM **SL**
- 9. the Chair be asked to canvass suitable members who would be prepared to stand for the office of Vice Chair **SL**
- 10. Charles be asked to print hard copies of the agenda for the AGM and the minutes of the previous AGM **CG**

DATE OF THE NEXT MEETING

15.0 To be decided following the AGM