

PLYMOUTH BRIDGE CLUB

Minutes of the committee meeting held on Monday 2nd December 2019

Present:	Steve Lacey	Chair	SL
	Richard Ayres		RA
	Martin Berkien	Minutes Secretary	MB
	Charles Greenlees	Treasurer	CG
	Ailie Henry	Trustee	AH
	Robert Kilby		RK
	Alan Simpson	Membership Secretary	AS
	Gill Seymour	Lettings	GS
Apologies:	Linda Parry	Secretary	LP
In attendance	Alex Lehmann	guest	

	MINUTES OF THE PREVIOUS MEETING	
1.0	<p>The minutes of the meeting held on 4 November 2019 were approved as an accurate record subject to the following amendments</p> <ol style="list-style-type: none"> 1. Minute 6.1 to read <ul style="list-style-type: none"> A schedule of future events has now been posted 2. Minute 8 to be headed Social Committee and amended to read <ul style="list-style-type: none"> 8.1 proposed terms of reference for this sub-committee had been circulated to the Committee and were discussed 8.2 Richard has approached several members to be on this committee and so far the responses have been favourable <p>It was agreed that any proposals for events should be submitted to the main committee for approval</p>	
	LETTINGS AND ROOM HIRE RATES	
2.0	<p><i>Further to minute 9 of the meeting held on 7 October 2019</i></p> <p>Reported that the Steve had met with representatives of the Chess Club to discuss the proposed increase in the room hire rates</p> <p>Noted that</p> <ol style="list-style-type: none"> 1. the Chess club pays termly in advance and would like future new rates to apply from the beginning of the Autumn term 2. Steve had agreed, subject to the Committee's approval that <ul style="list-style-type: none"> 2.1. the rates be increased with immediate effect as set out below: 2.2. the rates be reviewed again next Summer <p>Agreed that</p> <ol style="list-style-type: none"> 3. the hire rates for the period ending 31 August 2020 shall be as follows: <ul style="list-style-type: none"> 3.1. downstairs playing room £16 per session 3.2. upstairs playing room £13 per session 3.3. meeting room on mezzanine floor £11 per session 4. Gill be asked to inform U3A and other interested parties 	GS

	REPORTS	
	Treasurers Report	
3.0	Received the account as at 31 October 2019 Noted that 1. in the year to date a small surplus had been generated which compared favourably with 2018 and reflected the relatively reduced level of expenditure to date on building repairs and maintenance. 2. there was scope to simplify the presentation of the accounts, but this should be delayed until the beginning of the new financial year Agreed that the accounts be approved and that Charles be asked to transfer £5,000 from the current account to the Secure Trust account	CG
4.0	Reported that after four years of service Charles had given notice of his intention to stand down as Treasurer Noted that 1. Charles had recommended he works with the new Treasurer designate with effect from 1 January 2020 to facilitate familiarisation and a smooth handover. 2. Rob Kilby had indicated to be prepared and willing to take on the duties of the Treasurer in the new year. 3. Rob's appointment of Club Treasurer would have to be approved by the membership at the 2020 Annual General Meeting Agreed that 4. Rob be appointed as Treasure designate and be recommended by the Committee as the new Treasurer at the 2020 Annual General Meeting 5. Rob be asked to work with Charles with effect from 1 January and during the hand-over period to review the presentation of the accounts. 6. Rob and Charles be asked to consider and consult on the options for a transition to a system of cashless payment of table fees and to present their proposals to the committee for their consideration	RK/CG RK/CG
	Building Maintenance and Improvements	
5.0	Reported that there had been no meeting of the building sub-committee	
6.0	Reported that there was a need to have different levels of heating as between the ground floor and the first floor Agreed that 1. Charles be asked to get in touch with Absolute Energy Solutions (AES) the installers of the new boiler and invite them to address the issue 2. pending a permanent solution, which was unlikely to be in place before the new year, U3A be issued with some mobile heaters from downstairs.	CG CG
7.0	Considered access to Club premises Noted that there was a need to review the list of authorised key-holders	

	Agreed that Steve be asked to review the list of authorised key holders and to report his findings to the next meeting of the Committee	SL
8.0	<p>Competition Committee</p> <p>Reported that</p> <ol style="list-style-type: none"> 1. the schedule of events starting in March 2020 would be published shortly 2. a team of 8 would be entered for the Garden City Trophy 3. the Committee had been asked to consider the possibility of awarding blue points 	
9.0	<p>Membership</p> <p>Received a report from the Membership Secretary</p> <p>Noted that:</p> <ol style="list-style-type: none"> 1. there appeared an inconsistency in the processing of membership application forms for people enrolled on the beginners course 2. some new members enrolled on the beginners course had received a welcome pack from EBU, others had not. 3. the application form for EBU membership was in the course book, but not all beginners purchased a new course book. 4. an application form for Kathy Yin had been received <p>Agreed that</p> <ol style="list-style-type: none"> 5. Charles be asked to pass all completed membership application forms to Alan 6. the application from Kathy Yin be approved and actioned accordingly 	CG AS
10	<p>Date of Next Meeting</p> <p>6 January 2020 at 1700</p>	