

PLYMOUTH BRIDGE CLUB

Minutes of the committee meeting held on Monday 24 February 2020

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

Following his return from holiday, the Chair had decided to self-isolate and for that reason was unable to attend the meeting. Steve had asked Richard to chair the meeting. All present were content and Richard proceeded to chair the meeting.

Richard informed the meeting that Linda Parry had tendered her resignation as Secretary and that Martin Berkien had agreed to act as Secretary until the Annual General Meeting

MINUTES OF THE PREVIOUS MEETING

- 1.0 The minutes of the meeting held on 6 January 2020 were approved

TREASURER'S REPORTS

- 2.0 Received the Treasurer's report
Noted that
1. the accounts for the year had been prepared but could not be signed off pending confirmation by HMRC of the club's corporation tax status
 2. for the purpose of corporation tax HMRC had held the Club to be dormant until 2020 when the situation would be reviewed
 3. in order to communicate with HMRC on the matter the Treasurer had requested the Unique Tax Reference (UTR) for the club which had been received in the post on the day of the meeting.
 4. the Treasurer expected to resolve the issue by obtaining HMRC's confirmation of the Club's current Corporation Tax status in the near future, but in the event the matter was not resolved by the AGM the accounts would be presented with the qualification regarding the tax status
 5. in all other respects the accounts were in order and showed an appropriate surplus for the year.

It was agreed that there was no need to seek an increase in either subscriptions or table money at the upcoming AGM

MEMBERSHIP

- 3.0 Received the Membership Secretary's report
Noted that there had been no new applications for membership
Agreed that the issue of the transition of club students to club membership be considered at the next meeting of the Committee on 9 March 2020

BUILDING MAINTENANCE AND IMPROVEMENTS

Further to minute 5.3

- 4.0 Reported that the arrangement adopted whereby only the Chair and the Treasurer have authority to issue keys had proved problematic in practice

Agreed that in future

1. the Vice Chairman be also authorised to issue keys
2. the Vice Chairman be asked to take on responsibility for maintaining the keys list

There had been no meeting of the building maintenance and improvements committee and there was nothing to report

COMPETITION COMMITTEE

- 5.0 Agreed that Blue points will be awarded at the last date of the Northcott Cup competition which falls on Thursday 2 April 2020

SOCIAL COMMITTEE

- 6.0 Reported that the social committee had not been overwhelmed by enthusiasm for social events and had decided to wait for nicer weather to try again.

ANNUAL GENERAL MEETING (AGM)

- 7.0 Received the minutes of the AGM held on 25 March 2019
Noted that it is for the forthcoming AGM to approve the minutes of the previous AGM
- 8.0 Agreed that the notice of the AGM of 25 March 2019 be approved as set out at Enclosure D to the agenda subject to the time for the start of the meeting being amended to read 18.00 and that Allan Simpson be asked to post the amended notice on the club notice board
- 9.0 Agreed that Richard be asked to explore the possibility of providing scones jam and cream between 1700 and 1800 on the day of the AGM to entice people playing in the afternoon session to stay on for the AGM
- 10.0 Agreed that the nomination forms for committee members be approved as set out at Enclosure E to the agenda and that Allan be asked to provide a supply of blank forms onto the club notice board
- 11.0 Considered the membership of the new committee
Noted that
1. in addition to the officers of the club, the constitution provided for up to 6 committee member
 2. Steve Lacey had agreed to stand again for Chairman and Charles Greenlees was willing to stand again for Treasurer.
- 12.0 Considered the tenure of current Trustees
Noted that
1. no more than three persons can be Trustees of the Club
 2. Trustees hold office for periods of three years expiring at the third AGM after their election
 3. a retiring Trustee is eligible for re-election
 4. Trustees could resign and so shorten their term at any time
 5. Aillie Henry and Andy Carpenter had been elected at the 2019 AGM

AS

RA

6. Jenny Young had been elected as Trustee at the 2017 AGM and consequently Jenny's term expires at the next AGM

Agreed that Jenny be nominated for re-election for a new period of three years at the next AGM

SL

ROOM HIRE RATES

13.0 Agreed that consideration of room hire rates for the new year be deferred to the next meeting of the Committee on 9 March 2020

CORONA VIRUS

14.0 Considered the Club response to the threat arising from the Corona Virus

Noted that the Treasurer had bought a supply of hand disinfectant

Agreed that

1. hand disinfectant dispensers be installed at appropriate locations around the club
2. a notice be prepared asking members who may have travelled to high risk destinations as defined from time to time by HM Government advice, to consider a period of 14 days 'self-isolation' before using Plymouth Bridge Club premises

AS

DATE OF THE NEXT MEETING

15.0 9 March 2020 at 1700