

**THE ROYAL BRITISH LEGION SCOTLAND
THURSO BRANCH.**

**MINUTES OF THE CLUB MANAGEMENT COMMITTEE MEETING HELD IN
THE CLUBROOMS, RIVERSIDE ROAD, THURSO ON THURSDAY 29th
SEPTEMBER 2022 AT 18:30.**

Present:

S Middlemas (Chairman), J MacNeil, R Galloway, R Gray, J Blake,
D Sinclair (Observer), Ian MacKay (Observer).

Apologies:

None.

Chairman's Remarks:

The Chairman, Simon Middlemas, welcomed those present and opened the meeting. He especially welcomed Ian MacKay who was attending as an observer with a view to possibly joining the Branch and Club Committee's in the future.

Minutes of last meeting:

The minutes from the Club Management Committee meeting held on 25th August were reviewed and accepted on a motion by Joe MacNeil seconded by Robert Gray.

Matters arising therefrom:

None.

Treasurers Report:

The Treasurer gave an explanation of the latest accounts sheet supplied to attendees which covers the period 27th August – 24th September. Over the period, our income/expenditure figures showed a large deficit of £16,316.43 and at the end of the period the Club book balance stood at £20,909.20. It was explained that this was mostly caused by a number of large annual or quarterly bills arriving simultaneously, such as the HMRC bill for £13,483.06, which was thought to be excessive and part of which we are seeking to reclaim with the advice of our accountants. Once these are taken into account the underlying trading position remains broadly in line with expectations although there are undoubtedly economies that can be made which are being evaluated. On this subject, the Treasurer is investigating the pricing of the Chubb contracts and will shortly cancel our subscription to BT

Sports which has not proven as attractive as we anticipated. We are also looking at future energy price deals with the Treasurer in contact with Consultiv Utilities who apparently administer utility bill deals for a number of other RBL and RBLs Clubs on favourable terms. A copy of the report will be attached to the hard copy of the minutes held in the office for future reference.

Facility Managers Report:

Simon has compiled his usual comprehensive report for the meeting detailing the recent works carried out and containing a priority list for future works. Committee members were each supplied with a copy of the report and it will be attached to the hard copy of the meeting minutes held in the office for future reference. It was also reported that the Dorgard fire door retainers which were purchased have now been fitted. The planned walk round of the Function Hall to discuss and go through the plans for the refurbishment took place on 01st September and was very informative for the attendee's. On the subject of the planned Function Hall refurbishment, the Treasurer is in the process of compiling the application to the NDA for grant funding, with the advice and co-operation of June Love, which if successful could possibly cover the full cost of the eligible parts of the works, or it is hoped at least a large proportion of the estimated outlay.

Human Resources Report

Pamela Mathers, who had assumed the role of Assistant Chef on a temporary basis, has now decided to take the position permanently.

Donald asked about the situation with annual leave carry over for the kitchen staff. This was agreed and will be honoured.

The kitchen staff recommended we purchase a food mixer and this was agreed. A suitable make and model has been identified and ordered.

Our former Head Chef, Matt Hinton, has picked up the items of kitchen equipment mentioned at the last meeting that we did not require.

Club Managers Report and Issues:

Wick Darts League's use of the premises during the winter months will no longer be taking place.

A serious breach of discipline took place in the Club on the evening of Saturday 10th September. A member, on being refused further bar service became extremely abusive, threatening serious physical violence to staff and customers and was removed from the premises. This breach was deemed serious enough to warrant life expulsion from the Club and the member was informed of this in writing and has not appealed the decision.

A discussion took place on the subject of the Snooker league. The players involved have requested that the snooker tables be re-covered. On

investigation, this will cost approximately £2,500 and may be funded by way of fund raising by the snooker league subsidized to a certain extent by Club/Branch funding although a decision has not been made to date. A meeting between the players and the CMC may be required to come to an agreement. On the plus side, most of the players have now joined the Branch and Club.

On the snooker league subject, John Blake stated that the Angling Section was self funding, levying a £40 annual fee for membership and suggested this may be a model for the snooker league or Sports section more widely to emulate. This will be looked into and may be raised at any meeting between the snooker league players and the CMC.

The Indoor Bowling Section have now begun their winter schedule and have requested we arrange transport to allow them to attend the three away matches this season. It was agreed this was their responsibility but may be part subsidized by Club funding as a middle ground.

Donald requested the members discount scheme be extended to include staff members when off duty and using the premises. This was agreed with no objections noted.

Donald also suggested we finalise our Terms of Reference for organizations holding Coffee Mornings in the premises. This would include items and equipment they are permitted to use and highlight any of the facilities that would be out of bounds. This would also include they are responsible for supplying their own consumables.

It was also stated that we now have Tennents Lager on draught in the Lounge Bar. It is proving very popular, with Bar Staff reporting it is outselling both the Fosters lager and Birra Moretti also on offer, and may be extended to include the Function Hall at a later date.

Correspondence:

The bulk of our correspondence is dealt with by e-mail and usually consists of routine communications and bills. Should we receive any correspondence by either e-mail or post regarding Club business that is deemed of sufficient importance to require Committee input it will be raised at the next meeting.

Any Other Business:

It was suggested we procure electronic signage for advertising as it is a more cost effective method of promotion than using the local press and this will be investigated.

S R MIDDLEMAS

R GALLOWAY

Club Chairman

Club Secretary

