

HORSMONDEN SOCIAL CLUB COMMITTEE

Minutes of meeting Tuesday 11th September 2018. Start time 7.45 pm

Present: Lindsey Chave (Chair), Ewan Kellas, Richard Norman, Anne-Marie Coyne, Denis Keenleyside, Alison Scott, Paul Fleury, Chris Reed, David Watson

Apologies: Richard Edmed, Bill Payne, Nick Belton, Heidi Chadwick, John Edmonds-Bell

August minutes: Agreed

Chair persons report:

- TRIAL OF OPENING EARLY FRIDAY EVENING'S - Some confusion re opening time one Friday, but in general showing signs of success. To be reviewed at next meeting.
- BAR TRAINING - LC to arrange a date for one Wednesday evening in October. Also noted some Bar volunteers are not totalling up Worldpay, and other closing procedures are not being fully completed.
- VOLUNTEERS NIGHT - Confirmed with Anthony Hacker for Tuesday 23rd October.
- HoVEC WINTER FESTIVAL - PF to step in to attend forthcoming meeting re Winter Festival event on Saturday 8th December.
- AUTUMN FESTIVAL - Discussion over Bar Licence issues with the Club being used for Nostalgia event, and the Autumn Festival having a small (non-Club related) Bar on the Heath. Agreed to put extra signing around the area of the Club front door and CR to speak with the Festival organisers requesting their Bar is located on the Heath a distance away from the Club.
- REMEMBRANCE SUNDAY - 11th November - Beacon Lighting is at 1900. The Club Bar will open around 1700, and will close at 1845 unless the volunteer on the evening is willing to miss the event and keep the Bar open. If the Bar closes, a discussion shall be had with the Bar Volunteer if they wish to re-open for a short while after the Beacon Lighting. KE reported that there will be a Ukulele Band, Roast Chestnuts, and the WI are to be asked will they will serve Teas on the evening.
- BOOKINGS - There has been a recent request to host a private ticketed event in the Club on a Friday night - contra to Club rules. The request was circulated to committee members in the usual way for approval. After some discussion, it was decided to revise the procedure for approving any future Friday evening private requests, and not to amend Club rules. Future Friday evening private bookings shall be brought to the following Committee meeting for discussion and decision.
- SIGN OVER DOOR - During the recent Parish Council meeting to discuss approval of the proposed new illuminated sign over the Club door, it was considered that advertising Planning Permission may be required, and has subsequently been confirmed by TWBC. DW pursuing this.
- SIDE GATE - The Parish Council had observed there had been various obstructions in from of the Club's left-hand side gate. This had since been rectified, but it was agreed that a "Fire Exit, Keep Clear" sign was needed for the gate, which LC volunteered to arrange.

- LIGHTS IN TREE OPPOSITE CLUB - LC to consult Parish Council for approval to locate the festival lights currently stored in the Club in the Tree on the Heath, opposite the Club Door.

Secretary's report

- LEASE - CR confirmed further revisions have now been signed, together with Parish Council.
- WEBSITE - CR advised revisions had been made to fix some issues.
- BOOKINGS RECENTLY APPROVED -
 Tuesday 30th October - Brenchley & Matfield Cubs to visit the wall of fallen in WW1 and learn about the war.
 Saturday 3rd November - Next Men's Breakfast
 Saturday 6th January - Kell's Private event
 Saturday 2nd March - Roving Supper (New date following cancellation from Sept2018)
 Regular bookings for morning WI.

Forthcoming Event Arrangements

- LC reported that Snooker matches are taking place every other Monday
- Saturday 6th October - Indoor Bicycle Racing - DW has event in hand.
- Saturday 13th October - Elvis night - In hand, but disappointingly having been booked for about one year, it will clash with the Village Players event in the Village Hall. Noted the Village Calendar does not appear to be as up-to-date and as well maintained as it could.
- NEW YEARS EVE - CR to confirm Band is still booked for New Years eve, as requested from earlier this year. LC / A-M C will also arrange usual nibbles on the evening.
 Confirmed Thursday 13th December - Carol's on the Green.
 Confirmed 21st December - Family Christmas Disco
 Confirmed 22nd December - Christmas Draw.
- Saturday 19th January - Burns Night - KE requested assistance with a view to hand over the event organisation in 2020. AS volunteered to assist.

Treasurer's report:

- Account Balance at the end of August £50,604.22 (Down £2,146 on end of July). LC advised August Bar taking were down due to holidays, and September is unlikely to be much better following the Club being closed on Fri 9th and Sat 10th Sept due to the Horse Fair.
- A-M C reported Debit Cards through Santander is in progress.
- A-M C reported correct forms have now been received for Treasurers account.
- A-M C reported forms have now been received for a 2nd person to have Internet Banking access. To be confirmed who will be 2nd access.

- CR reminded meeting that Trustees can only be Bank signatories. CR to check Trust agreement, and if needed arrange for KE to be added as Trustee.
- A-M C noted that payment to Club Cleaners needs to follow receipt of invoice.
- A-M C confirmed £1,245.11 has been paid for Music Licences.

Bar volunteers and bar updates:

- BAR - Bar volunteer still required for Sunday 30th September - DK or A-M C to confirm to PF availability.
- BOTTLE RECYCLING - LC reported that the recycling of empty Bar Bottles at Brenchley was a problem following a complaint by a resident. RE to investigate if bottles can be included in Club recycling bin.
- CASHING UP - LC reported there has been several discrepancies recently and asked closing Bar volunteers to take extra care.
- GLASS WASHER - LC reported that Orange Juice had been the cause of some glasses appearing to have not been properly cleaned by the Glass washer. At the recent Men's Breakfast it was confirmed that glasses were given a first wash by hand before being finished in the Glass washer.
- LC also reported some Closing Bar volunteers have not emptied the Glass Washer at the end of the evening. LC to add to Training evening.
- TELEPHONE - has recently been had a period of ghost ringing. No action.

Members:

- CR needs the Membership form from J E-B to update ahead of 2019 membership form. DW mentioned some of the Membership burden could be made easier using Membermojo - he will demonstrate at a future meeting.
- Some difficulties continue with the electronic despatch of Newsletters. Again, problems with deciphering members email addresses is mostly the problem.
- New members, all agreed by Committee. Rodney FLETCHER.

Premises:

- CELLAR FLOOR - NB arranging for works to be undertaken in mid-November when there is less reliance upon cooling cellar products.
- SNOOKER - LC advised it was being used more on Friday evenings and Sunday lunch. Several players had remarked the room lighting was causing some shadowing problems. LC to look into. LC & A-M C to also look into performance of Table maintenance contract.
- INTERIOR DESIGN - To be continued at next meeting.

AOB:

- Discussion was raised to upgrade Film night licence to the same level as Brenchley.

Action Points:

- LC to arrange a date for Bar Training one Wednesday evening in October.
- LC to consult Parish Council for approval to locate the festival lights in the Tree on the Heath.
- LC & A-M C to look into performance of Snooker Table maintenance contract.
- LC to arrange “Fire Exit, Keep Clear” sign for the LH side gate.
- PF to attend forthcoming meeting re Winter Festival on Sunday 9th December.
- CR to speak with the Autumn Festival organisers requesting their Bar is located on the Heath a distance away from the Club.
- CR to check Trust agreement, and if needed arrange for KE to be added as Trustee.
- CR to confirm Band is still booked for New Years Eve.
- DW to pursue Planning Permission re sign over Club front door.
- DW to demonstrate Membermojo at a future meeting.
- A-M C to give consideration to who will be given 2nd Internet Banking access.
- A-M C to provide example invoice for Cleaners
- DK or A-M C to confirm to PF availability for Bar on Sunday 30th September.
- RE to investigate if bottles can be included in Club recycling bin.
- J E-B to provide CR with membership form.
- NB to arrange date for Cellar Floor

Date of next meeting: Tuesday 9th October at 1945