

Minutes of the Teston Club Committee held on Tuesday 17th March evening
2020 club lounge

Present: John Chappell (JC chairman), Jane Hay (JH treasurer), Malcolm Peddle (MP), Belinda Barden-Peddle (BBP), Terry Smith (TS), Kevin Wise (KW), John Co-Dy (JC'D), Andrew Keenan (AMK acting secretary) Trevor Sibley (TS Auditor) and John Butler (Trustee) both invited by the Chairman

Resignation of Valerie Sharp, secretary, discussed. AMK accepted to act as acting secretary pending an election or cooption

Apologies none

Adoption of previous minutes adopted

Matters arising: Coors and other beers ongoing, hot water in gents fixed, wastage book at bar, Sky and BT account numbers needed to negotiate discount suspension as no sport on (KW) and notification from the registered e mail account of the club sec (AMK).

Correspondence none. New secure suggestion box fitted.

Finance: TS presented a summary of accounts 2013-2019, prepared by Ray Humphrey his fellow auditor. Things appear to have been running unprofitably for the last three years. Debtors and prepayments appear unexplained and a significant balancing figure deducted. Several recommendations had been made on previous audits without feedback –Trevor Sibley to email them. Role of the committee also explained - a special AGM would be needed to elect a new sec. He confirmed that he and Ray were happy to help.

Bank Account: for new signatures signed copy of the minutes with names and addresses of all committee members. Alternatively, open new bank account (JC investigating). Need to switch to electronic banking – JH, Bookers payment by direct debit instead of cheques awaiting their reply – TS.

Gambling machine loading and accounts Bar Steward (Damien Steele) to handle (JH)

Health and Safety – Corvid 19 – notices to be posted re handwashing

Signed

John Chappell (Chairman)