

## Summary Minutes of Canton Liberal Club Committee Meeting Thursday 1<sup>st</sup> July 2021

Meeting Started: 19:00 Length: 1 hour 41 minutes.

The Chairman opened the meeting.

The Secretary provided feedback after a random inspection and audit by Cardiff Council Licensing Department today at 5:30pm. The officials who attended were responsible for the Clubs Premise License and COVID Regulations. Overall a summary was provided, and the club successfully passed the audit with a statement made by one of the officers "All is very good". No improvement orders were issued or final recommendations to suspend any services or trade. Minor points such the use of beer mats was discussed; however, this information could not be fully clarified. One way system was praised and recognition how the members and club team associates on duty were adhering to the COVID regulations.

The Secretary covered meeting notes for Thursday 17th June 2021, these were agreed.

The Chairman asked the Secretary to provide notices for display on notice board and social media with updates on for the renewal of the members' memberships. All renewals to be completed during the club's trading hours. Deadline date for renewal as set, Sunday 4th July 2021 – 9pm.

The Secretary read out the Treasurer's report and Accounts. These were agreed.

The Chairman emphasised that the current restrictions were causing decreased sales and extra costs and therefore along with almost all the hospitality trade the club was not making money.

The Secretary read out the correspondence. There were two letters relating to disciplinary matters which were sent to two members. There was also a third from an expelled member requesting his membership be re-instated. The matter was discussed, and the request declined to be confirmed by letter.

Various bookings were read out and these were all agreed. Those requests from members who provide their own a buffet are to be issued a letter by the Secretary detailing the covid regulations relating to the handling of food.

Finance Recommendations:

Following years of neglect and lack of investment in the club infrastructure various items were the highest priority for action. The financial situation caused by the pandemic creates great difficulties funding this work. Regardless, the Finance Committee recommends:

that the Club's Electrical Installation be subject to Inspection & Test. A contractor to be appointed after quotes taken and agreed. Urgent remedial work to be done. The Club will require a complete re-wiring in due course;

that a Fire Protection Automatic Fire Detection and Alarm be fitted. A contractor to be appointed after quotes taken and agreed.

Work will take around 3 months and require much planning and the updating of procedures and risk assessments.

It was agreed the work should commence.

The Chairman covered Duties.

Any other business:

The Vice Chair reminded the Committee about the Ladies Weston trip on Saturday.

The Chairman closed the meeting.

The Chairman opening the disciplinary hearing relating to the mismanagement of the Defibrillator funds. The scheduled member and witness were in attendance. The Chairman covered aspects of the charges. Questions and discussions with further submissions of evidence were provided. After consideration it was agreed 'time had already served'. Matter concluded. The Chairman closed proceedings.