

Summary Minutes of Canton Liberal Club Committee Meeting Thursday 05th August 2021

Meeting started 19:05 hrs Duration 1 hr 23 mins

The Secretary read out the meeting agenda and the previous minutes which were agreed.

He then read out the 'Treasurer's report and Accounts to be paid'. It was noted that costs had risen as sales increased. Sales for week ending 2nd August 2021 were the best so far since re-opening.

Lotto was won by Mr. Peter Campbell.

The Secretary read Correspondence.

Bookings as collated by Vice Chairwoman. These were agreed and it was noted the removal of restrictions on numbers was beneficial to the club.

It was also noted that a 'thank you' to go to Craig Watkins for the updates and preparation for the funeral which had taken place last Friday.

The Secretary shared that there was an increase of requests for 21st Birthday Parties to be celebrated at the club. All requests for 21st Birthday Parties are declined as per Club policy.

A letter was sent to a member suspending him pending an investigation.

It was noted that restrictions to be lifted this Saturday, 7th August 2021. Welsh Government to make an announcement on Friday.

The Fire Alarm system is due for completion this week and certificates of compliance will be sent over to the insurer alongside updated feedback of progression of works.

On Friday 6th August 2021 the electrical system renewal will be started with triage to address the worst areas.

The Secretary will meet with a company next Thursday to survey and review quote for cleaning services as previously passed by committee.

It was noted that the coffee machine is booked in for a full service and repair with the vendor as advised by the Finance Company.

Discussions were held about the current opening and closing times of the club and the scheduled Cardiff City Home Game.

Lions test match also scheduled for Saturday at 5pm for viewing in the main hall then to swiftly prepare for Bingo.

It was proposed to re-implement the use of the CCFC season ticket at £5 per visitor. Experience showed this increased repeat business on match days while lowering cost to visiting fans. This was agreed unanimously.

After a discussion it was agreed that the tablets and app used while we were restricted should be reviewed by Secretary and he should report back in due course.

A concern about a quality issue relating to a beer being served was discussed. The Secretary to review and report back.

The Chairman covered duties.

Some positive comments were shared about the performance of staff.

Sports fixtures on tv will again be displayed thanks to Nathan Manley. It was also suggested that maybe an Instagram account might reach a wider audience than FB and the website. To be reviewed.

An incident on Sunday 1st August 2021 was discussed and further review and action to be pursued.

The Secretary affirmed the expected standard expected from all employees, committee members, members, and visitors in the club. It is important that individuals work together in a professional manner and with mutual respect.

We are committed to encourage and maintaining good employee relations and a working environment in which every member of staff feels safe and can work effectively.

We will not tolerate any form of harassment or bullying towards any of our staff, or by any staff, and will take any accusation of such behaviour seriously.

In summary we will take all relevant steps to stop such behaviour and take whatever action is appropriate against the perpetrator.

All issues brought to the Secretary's attention will be considered as 'alleged' until an investigation.

It was proposed that the current format being used in current investigations becomes the format for all future investigations, i.e., the Chairman and Secretary take the necessary action to set up investigations and once the investigations are complete to report the result to full committee. The result will be whether there is a case to answer or not and for this decision to be endorsed by the full committee. The full committee will decide the course of action should there be a case to answer. This was agreed unanimously.

The Chairman closed the meeting.