

## **Summary Minutes of Canton Liberal Club Committee Meeting Thursday 4th November 2021**

Meeting commenced: 7:00 pm Length: 1 hour 36 minutes.

The Chairman opened the meeting and welcomed the Committee. The minutes of the previous meeting were read out and agreed.

The 'Treasurer's report' and 'Accounts to be paid' were read out and accepted.

The Secretary read out the correspondence:

3 x Bookings – These were confirmed alongside the booking calendar form. A letter of resignation was read out from Peter Bunce. Peter cited ill health which had a detrimental effect on performing his duties and stated it had been a pleasure working with the Committee and wish them all the luck.

The Vice Chairwoman shared that a request to restart a Wednesday OAP afternoon club. The members involved would like to use the main hall from 1pm to 4pm. It may be that Tuesday club members club may wish to attend. A charge of £30 for the room use was agreed to cover standard overheads e.g., Staffing. This was agreed unanimously.

The Chairman covered duties.

Finance Recommendations:

- 1) Finance Committee recommended that the hours of opening be adjusted to reflect the usage of the Club on quiet days. This is to be subject to frequent review.
- 2) To transfer £8,357.25 from the Lloyds Account to the NatWest Account to pay £7213.68 to Guardian Property Services for the essential Electrical done as well pay HMRC VAT.

It was agreed to review energy costs with a view to mitigating the large increases in costs that seem certain. An example suggested was the use of motion detectors to switch on lights e.g., the hall where there are a significant number of light sources

The Secretary discussed details of the preliminary Balance sheets after a meeting with the Auditors.

The Secretary noted that the club has not filed its accounts with the FCA Mutuals Public Register for several years. Accounts should be filed annually within 7 months of each year end and the club will do this now on a timely basis.

The Chairman closed Meeting