

Summary Minutes of Canton Liberal Club Committee Meeting 10th February, 2022

Meeting Started: 18:58 Length: 52 mins

The Chairman opened the meeting. The Secretary read the minutes of the previous two minutes.

The minutes were accepted unanimously as a true record. The Committee was given an update on matters relating to the pool table by the Chairman and the Acting Treasurer. It was noted some snooker equipment had been vandalised and consideration will be given to giving the snooker team some cupboard access to secure their equipment.

The Acting Treasurer presented the 'Accounts for Payment' and 'Treasurers Report'.

It was noted that some payments were made belatedly due to emailed invoices not being received in the Microsoft server outage in Nov/Dec. It was noted more alarm fobs are required.

The increase in takings for the week were noted. The Chairman noted that the voluntary contribution trial to the Entertainment costs seemed to produce a worthwhile sum. The trial would be reviewed in a few weeks. He further commented that while the £11,000 in taking was the best for two years the club needs at least £12,000 to break even. The figure did highlight; however, the hard work being done by staff, members, and Committee.

Duties were allocated.

The Secretary presented three recommendations from the Finance Committee for the full Committee to approve:

- 1) to transfer money from the Lloyds a/c to replace the sum paid from NatWest to HMRC for VAT, Corporation tax etc;
- 2) to stop the Direct Debit from NatWest to the Lloyds a/c which has been used to save up a pot to pay the HMRC as mentioned in 1). and instead pay directly to our HMRC a/c thus building a credit there. This reduces the risk of adverse finances causing a default on paying HMRC which can be very expensive.
- 3) draw out sufficient money to top up petty cash - this petty cash is used to pay artists and other necessary costs rather than taking the money from the bar takings. The bar takings should be banked untouched and not used for paying miscellaneous costs.

It was proposed and seconded that the recommendations be approved, and this was carried unanimously.

Any other business:

- 1). the necessity for reserving a table for the compère was discussed and agreed that this should happen.
- 2). various events and bookings were discussed.

The Chairman closed the meeting.