

Summary Minutes of Canton Liberal Club Committee Meeting held on the 8th December, 2022

The Chairman opened the meeting.

The Secretary then read the minutes of the meeting held on 1st December 2022. The minutes were accepted unanimously as a true record.

A meeting between the Secretary and the Club Accountant took place on Tuesday 6th December. A petty cash float is required for the Bar to ensure all sales are banked. Accounts for Nat West and Lloyds are to be submitted using a new template spreadsheet supplied by the accountant.

The 'Treasurers Report' and 'Accounts for Payment' were read and accepted.

A letter from a member was read to the committee asking multiple questions regarding Club finances and operations. The Committee instructed the Secretary to invite the member to the next meeting.

An email from an ex-employee/member was read to the Committee asking for an Investigatory hearing to be rescheduled. The Secretary will arrange a meeting to take place with the ex-employee, Chair and Vice Chair.

Duties were allocated.

The Chairman will arrange for a contractor to investigate the leak in the Skittle Alley. A leak in the ladies' toilet was also reported.

Requests for Children's parties will be declined as per Club insurance.

The Chairman closed the meeting.