

**Minutes NPCBC Committee Meeting
5.15pm 21st July 2021 at Club Rooms**

Attendees: Deane Skelton, Lyn Muller, Tony Murcott, Frances Corcoran, Maggie Garnham, Coby Slager, Paula Martin (IT representative)

Apologies: Pam Livingston, Jenny Cleaver

	Item	Action
1	<p>Business Arising last Minutes</p> <ul style="list-style-type: none"> • Quotes for bathroom upgrade (see house) • Insurance risk due to disconnected sensor confirmed as no risk. • Claim for carpet stain will be considered once leak is dealt with Clarify the roof situation with Campbell Priest • Suggestion re table numbers, Directors are happy with current situation. Marian to be informed. <p>Lyn moved that the minutes be accepted/seconded Coby, all agreed.</p>	Deane Lyn
	<p>Health and Safety (Pam)</p> <ul style="list-style-type: none"> • No report as Pam not present • Child protection policy to be circulated by Secretary, for e-approval 	All
3	<p>Correspondence: Outwards: NPDC re parking Incoming:</p> <ul style="list-style-type: none"> • Various Tournament notices • Give a little request • NPDC re parking: The Council engineer has assessed thi but there is no funding for extra parking spaces. However the council has painted lines on the south side of Niger Tce which should provide better use of the available space. The club front car park also needs repainting. Suggest club members be asked to do this Secretary will write to the NPBHS suggesting they remove the fence opposite the council building to provide student parking • Request from Helen Carryer for playing cards and boards. Secretary will apply for a grant <p>Resolution "That the NPCBC apply for a grant to purchase additional cards, boards and bar codes as requested by Chief Dealer, Helen Carryer" Moved L Muller, Seconded DSkelton, passed unanimously</p> <p>Suggestion box / Incident book:</p> <ul style="list-style-type: none"> • Substitute pens with pencils to prevent marking table cloths- declined • 2022 programme suggestions - forwarded to M&G 	Deane Lyn Lyn

3	<p>Membership:</p> <ul style="list-style-type: none"> • Membership data base has been updated • Past member details (10) to be archived • New members - 27 includes tonights graduates • Current membership 305 	
4	<p>Financial Report: (Maggie)</p> <ul style="list-style-type: none"> • Financial report / Accounts for payment. Good attendance this year means we are in a stable position <p>Moved Maggie/seconded Coby passed that her report be accepted and accounts paid. Passed</p> <ul style="list-style-type: none"> • New procedure coming for Business Bank • Bar donations need to go through books. DW John • Restricted Tournament financials to be forwarded • Teacher's costs to be reimbursed. 10 lessons for 2 teachers • Accounting package discussed and to continue as is 	Deane
5	<p>Financial Sub Committee (Deane)</p> <ul style="list-style-type: none"> • Meeting minutes reviewed and recommendations being addressed • Depreciation rates review and Sub committee terms of reference carried over 	
6	<p>IT Report:</p> <ul style="list-style-type: none"> • Adapting to change of IT roles. Paula is re-organising files and will set up group emails for new members • Suggest Sandra Calvert be involved 	
6	<p>Match and Grading (Lyn)</p> <ul style="list-style-type: none"> • Last meeting decision made that those missing the March first session of the trophy events could miss 2 other sessions, excluding the last session. Membership to be informed • 2022 programme will be commenced soon. Feed back from members coming in • Week end of bridge. Planning in hand Director, Scorer and Caddy booked. Entry same as last year. Lunch provided. 	Deane
7	<p>House (Frances)</p> <ul style="list-style-type: none"> • Womans leaking toilet fixed • Seeking feedback from Cleaner re Sanitary bins • Advertising banners are on display • Catering for tournament discussed • Refurbishing of bathrooms is progressing slowly. Still waiting for some quotes before a grant can be applied for. Decision made on Vinyl colour 	

	<p>Resolution</p> <p>"That the NPCBC apply for a grant to refurbish the bathrooms and replace the vinyl in the Kitchen"</p> <p>Moved F Corcoran, Seconded C Slagger, passed unanimously</p>	
8	<p>Building (Tony)</p> <ul style="list-style-type: none"> • Corridor door and sliding door fixed 	
9	<p>Training and Development (Christine)</p> <ul style="list-style-type: none"> • Error! Bookmark not defined.Report tabled • 27 learners graduating tonight 	
	<p>General Business</p> <ul style="list-style-type: none"> • Request that the meeting times change to 2pm Thursdays for the remainder of the year. All agreed 	
<p>Meeting closed at 6:30pm Next meeting 2pm Thursday August 18th</p>		

Signed: President _____ D Skelton Date 23/7/2021

Secretary _____ L Muller Date 23/7/2021