

Welwyn Garden City Bridge Club

Minutes of the meeting held 3 November 2016 with the Greenwich Leisure Limited (GLL)

Representing the Bridge Club: Jeff Green, Steve Cane, Jo Childs, Sheila Gabriel.

Representing GLL: John Jennison (General Manager)

Apology: David Hutchinson

1. Toilets

The improvements have been appreciated. There will be a more thorough renovation when funds allow.

2. Flat roof

Contractors are due to inspect on 8 November.

3. Advisory committee

A new Trust Board is to be formed to advise on the management of GSP funds arising from the agreement with GLL. JG to contact Carolyn Carmen to offer the support of WGCBC.

4. Fire evacuation

DH will carry out a risk assessment and issue instructions for the Bridge room.

5. Vestibule lights

These aren't working properly. JG to let JJ know the specific nature of the problem so it can be fixed.

6. GSP annual membership

JG to send JJ a list of members so that they can in future be sent reminders.

7. Invoices

The treasurer of WGCBC, John Eyre, is liaising with GLL with regard to the invoicing of visitors' fees paid directly into GLL's bank account.

8. Passage towards hotel

The lights are on a timer and these have been readjusted.

9. Catering

GLL is aware that the café sometimes closes earlier than the advertised times and runs short of food. GLL is in liaison with the operator.

10. Demo tables

JJ to let JC know when there are 50+ events so that she may set up demo tables to publicise WGCBC.

11. Notice board

JG offered the use of our notice board to publicise GSP events and news.

12. Signage

The new GSP signs have a space that can be used for one-off events. JC to liaise over appropriate signing.

13. Carpet

We are obtaining quotes for a new carpet but any leaks to the roof should be fixed first.

14. Balcony ashtrays

These are still not being cleaned. JJ to organise.

15. Heating

The heating vent is not working. JJ to organise.

16. Health and safety

Following a recent inspection, the whiteboard in the Bridge room will need to be moved as it is causing an obstruction.

Steve Cane

Hon Sec

7 November 2016