

**WIMBLEDON BRIDGE CLUB
COMMITTEE MEETING – MINUTES**

Held on Wednesday Jan 8th, 2020, from 2.45pm

PRESENT: Graham Balin (acting Chair for this meeting); Juliet Blows; Denny Endicott; Sandra Grossman (for items 1 and part of 2); Brigitte King; Sheena Osborn; Roger Pratt (for item 1 and part of 2 only);

APOLOGIES: June Middleton; Calum Stewart

IN ATTENDANCE: Gad Chadha

		ACTION
1.	WELCOME & APOLOGIES	
2.	<p>BEING A WBC COMMITTEE MEMBER RP was again invited to agree to the WBC policy 'Being a WBC Committee Member' (attached) which had previously been agreed by all other Committee members.</p> <p>Before being willing to discuss the Policy, RP requested that he be given the latest available management information and the manager's report including table numbers, statistics etc. The Committee has previously agreed that the management information is discussed quarterly and was therefore not available to the Committee this month. Table numbers, monies and statistics are always available to Committee members. Because RP did not agree to the WBC 'Being a Committee Member' policy at the previous meeting the Committee had reluctantly decided that he could not be sent Committee papers.</p> <p>When asked to agree to the Policy RP again declined to do so, citing that it was against Clause 8.5 of the Constitution, an argument not accepted by the rest of the Committee. For forty minutes there was considerable discussion during which the Committee tried to find a form of words in the Policy which would be acceptable to RP but this proved to be impossible. During the course of the discussion SG had to leave the meeting because of a prior appointment. In the absence of RP's agreement to this Policy the Committee voted on a proposal to suspend RP from the Committee. This motion was carried by a majority. RP was asked to leave the meeting at 3.25pm and the meeting continued without him.</p> <p>The Committee agreed to consider further reviewing the wording of the Policy.</p>	Denny, Juliet
3.	<p>MINUTES OF LAST MEETING These were agreed, approved and signed with a minor addition (under AOB).</p>	
4.	<p>MATTERS ARISING (not addressed elsewhere in the minutes)</p> <ul style="list-style-type: none"> • Cashless payment system: CS and Gad have done research on various cashless payment systems. There is a proposal to pilot a particular tap and pay cashless system at the Club. In light of CS's absence from the meeting a decision on this matter was deferred to February's meeting. • Wimbledon Christmas Fair, Dec 8th, 2019. It was not practical to participate in this event. 	Calum
5.	<p>COMMITTEE WORKINGS</p> <ul style="list-style-type: none"> • Advertising and Business Development: DE has written a paper concerning the development of both existing members and students at the Club. This will cover, amongst other things, mentoring and the transition from the classroom to Supervised Play and open sessions. This will be circulated to the Committee for further discussion. • Kevin has developed a Facebook page on behalf of WBC and has also joined the local Nextdoor.com website. All members are encouraged to sign up to the Facebook page. 	Denny
6.	<p>WORK GROUPS</p> <ul style="list-style-type: none"> • Charitable Status Working Group (CSWG): Deferred until mid 2020. 	

7.	<p>MANAGER'S REPORT</p> <ul style="list-style-type: none"> The teaching programme went well in the autumn term. Students have been attending various duplicate sessions at the Club. The new teaching programme begins at the end of January. The work on the external kitchen door is in hand, the quote having been agreed. It is intended to improve the CCTV monitoring at the Club in the first quarter of the year. Gad intends to develop one of the sessions at the Club to be appealing to high standard members and visitors. Timing of evening sessions: Members were emailed and the views of current attendees at evening sessions were sought. The majority of those who replied to the email would prefer a 7pm start to the evening sessions whereas the majority of those currently attending evening sessions preferred to leave the start time at 7.30pm. Taking all views into consideration there was a 70% to 30% desire to leave the start time at 7.30pm. Start time will remain at 7.30pm but the situation will be monitored. Numbers at evening sessions have increased but the Club wants to encourage more people to try out the sessions. Parking: Merton Council has agreed to give WBC a number of parking permits which can be purchased by members on a daily basis. Until Merton's Ringo electronic system is up and running the Club will hold half day permits which can be sold to members wishing to park locally. Parking is only in Residents' parking spaces – not in public pay and display spaces. Members will be kept informed as the system comes into effect mid-January. 	<p>Gad</p> <p>Gad</p> <p>Gad</p>
8.	<p>COMPETITIONS</p> <ul style="list-style-type: none"> NICKO: 3 teams have been entered into this EBU knock out competition. All three of the WBC teams have progressed to Round 2 and one team has a bye through to Round 3. Teams of Eight: To be played on Jan 12th, 2020. Friendly match against Young Chelsea: Young Chelsea fielded eight internationals in their team, WBC fielded two internationals. YC won but WBC acquitted itself well. It was deemed great fun and great experience. Gad hopes to arrange similar matches against other clubs. 	
9.	<p>POLICIES & PRACTICES UPDATE</p> <ul style="list-style-type: none"> Data Retention Policy: BK examined the EBU guidance on Data Protection to ensure that WBC followed the guidance. It was agreed that when a member does not re-join the Club their records should be kept for twelve months before being reviewed and then deleted if that member has still not re-joined the Club. BK will review the WBC membership application form to ensure that it follows EBU guidance. The Committee thanked BK for her work. Risk Register: Document Review held over to next meeting for a fuller discussion as CS not present. Fire Emergency Plan: There will be a fire drill in the spring. Personal Emergency Evacuation Plan: Gad will email the plan to members, asking them to return the completed form if they consider themselves at risk in an emergency (eg mobility problems) 	<p>Brigitte</p> <p>All</p> <p>Calum Gad</p>
10.	<p>FINANCE</p> <ul style="list-style-type: none"> The monthly table statistics were circulated, indicating that there has been a 3.5% increase in table numbers over the first nine months of the year compared to the same period last year. Management accounts should be ready for the February Committee meeting. 	

11.	MATTERS RAISED BY THE COMMITTEE <ul style="list-style-type: none"> The Committee discussed points raised in RP's email, received an hour before the meeting. The Committee felt that there was no need for action or further discussion on the points raised. 									
12.	EVENTS <ul style="list-style-type: none"> Christmas Party: Saturday, Dec 7th: The party went very well. The Committee wishes to thank Ann Lindsay, Billie Stephens, Deepika Hinton, Miranda Fellows, Miranda Churchill, Gad, Kevin, Ellen and Salma for all their hard work in making a great success of the evening. The Committee would also like to thank Ida Brindley, Hilary Stewart, Sheena Osborn, Miranda Fellows, Veronique Furse, Kitty Schreiber and Gaynor Lewis for their culinary contributions to the success of the party. We apologise for leaving them out of the original Committee Minutes. January 18th, 2020: Open morning and evening: This has been publicised widely. Sunday, 2 pm, January 26th: Charity Pairs event in aid of the Future Polka appeal: A speaker from the Polka Theatre will attend and speak briefly on behalf of the Appeal. All members are encouraged to sign up on the website for the event. The cost is £20 per person, including light refreshments. Any donations for raffle prizes are very welcome. Gad is planning a student and mentoring team event at the end of January. More details to follow. Provisional date for the AGM: Wednesday, June 17th. 	Gad								
13.	CONFIDENTIAL MATTERS The Committee agreed that there were no confidential matters at this meeting.									
14.	NEW MEMBERS There are 4 new members, making a total of 777 WBC members. <table border="1" data-bbox="180 1016 1052 1157"> <tr> <td>Thomas Gardiner</td> <td>Junior</td> </tr> <tr> <td>Dr Thomas McGloughlin</td> <td>Life</td> </tr> <tr> <td>Rob White</td> <td>Full</td> </tr> <tr> <td>Ross Baird</td> <td>Full</td> </tr> </table>	Thomas Gardiner	Junior	Dr Thomas McGloughlin	Life	Rob White	Full	Ross Baird	Full	
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15.	AOB <ul style="list-style-type: none"> Gad informed the Committee that a number of privately arranged bridge matches have been taking place at the Club. Six further matches are booked for January. This raises the visibility of WBC to those who are currently non-members. The Committee has delegated the setting of match fees to the Club Manager. Recent matches have been charged £60 which includes dealt boards, free tea, coffee and sandwiches for 8 people. The Committee considers this to be a very reasonable charge. 									
16.	DATE(S) OF NEXT MEETINGS Feb 12 th , Mar 11 th , April 8 th , May 13 th									

The meeting closed at 1635.

Being a WBC Committee Member

Policy adopted October 2019

This code applies to WBC Committee Members and Members of Sub Committees established by the Committee. Those applying to stand for Committees will be deemed to have accepted this code in its entirety.

It is everyone's responsibility to enforce this code and abide by it - severe cases of non-compliance will be referred to a special disciplinary process, outlined as a footnote below.

The Code:

1. Respect all other Committee Members; do not personally criticise them.
2. Once a decision of a Committee has been taken, do not criticise or question that decision in public – if you have a problem with a decision of a Committee, address that concern firstly to its Chair, and then if appropriate to the Chair of the WBC Committee.
3. Respect the work of the meeting.
4. Show all relevant information to the subject under discussion.
5. Respect the confidentiality of Committee meetings and papers.
6. Do not pre-empt or comment on the working of your own Committee or another Committee on social media.

Footnote:

It will normally be possible to deal with transgressions of this policy informally. However, in the event of repeated minor transgressions, or a major transgression, then because of the possibility of conflicts of interest, a special disciplinary process will apply. If a serious complaint is made against a Committee Member, it should be addressed to the Chair of the WBC Committee (or, if conflicted, another appropriate Committee Member). If the Chair of the WBC Committee (or appropriate other Committee Member) cannot resolve the matter to all parties' satisfaction, then the Chair of the WBC Committee (or appropriate other Committee Member) should convene, within 14 days, a Panel of 3 WBC Members without interest in the complaint to decide on the best course of action. Penalties can include removal from the relevant Committee, or in very extreme cases suspension or expulsion from the Committee or the Club. There may be an appeal, within 7 days of the outcome being communicated, by the complainant or the defendant, against a panel's judgement. Such an appeal will be heard by a further 3-person independent panel appointed by the Chair of the WBC Committee (or appropriate other Committee Member), which will not only look at the evidence already presented, plus any new evidence that has come to light, but may also review the sentence as either being too severe or too lenient. The Chair of either panel is otherwise free to decide on the appropriate procedures to arrive at a fair conclusion.