

**WIMBLEDON BRIDGE CLUB  
COMMITTEE MEETING – MINUTES**

**Held on Wednesday Feb 12<sup>th</sup>, 2020, from 2.45pm**

**PRESENT:** Graham Balin; Denny Endicott; Sandra Grossman; Brigitte King; June Middleton; Sheena Osborn; Calum Stewart

**APOLOGIES:** Juliet Blows;

**IN ATTENDANCE:** Gad Chadha (from item 4)

		<b>ACTION</b>
<b>1.</b>	<b>WELCOME &amp; APOLOGIES</b>	
<b>2.</b>	<b>BEING A WBC COMMITTEE MEMBER</b> The Committee agreed to amendments proposed by DE and JB to the 'Being a WBC Committee Member' Policy. (The amended policy is at the end of minutes)	
<b>3.</b>	<b>MINUTES OF LAST MEETING</b> These were agreed, approved and signed with a minor addition (under AOB).	
<b>4.</b>	<b>MATTERS ARISING (not addressed elsewhere in the minutes)</b> <ul style="list-style-type: none"> <li>Cashless payment system: The Committee authorised CS to progress the purchase of a cashless payment system for WBC.</li> </ul>	Calum
<b>5.</b>	<b>COMMITTEE WORKINGS</b> <ul style="list-style-type: none"> <li>Advertising and Business Development: The Committee discussed a paper written by DE, with input from JM and Gad, concerning the development of both existing members and students at the Club. DE, JM and Gad will continue to work on the development plan. The current development plan is attached to these minutes and the Committee welcomes comments and suggestions from all WBC members concerning the plan. Amongst ideas currently being piloted are free Wednesday and Friday evening simple sessions for students currently on courses. The Club will also pilot Sunday afternoon supervised sessions on the first Sunday of April and May - April 5<sup>th</sup> and May 3<sup>rd</sup>, 2pm – 5pm.</li> </ul>	Denny, June, Gad
<b>6.</b>	<b>WORK GROUPS</b> <ul style="list-style-type: none"> <li>Charitable Status Working Group (CSWG): Deferred until mid 2020.</li> </ul>	
<b>7.</b>	<b>MANAGER'S REPORT</b> <ul style="list-style-type: none"> <li>The teaching programme has started well in the new year. Responding to the needs of members, a refresher class has started on a Monday morning. Seminars are going well and are well attended.</li> <li>The new Spring Term teaching programme has started with more classes and more students than the Winter term.</li> <li>The Committee extends its thanks to Gad and all those members who helped out at the WBC Open Day. This was a well organised and successful event, drawing in many new student members.</li> <li>It is intended to improve the CCTV monitoring at the Club in the first half of the year.</li> <li>Parking: A manual voucher system is in place until Merton Council's electronic system is working. Vouchers are available in the Office. <b>Parking is only in Residents' parking spaces – not in public pay and display spaces.</b> Members should note that parking in the nearby St George's Road Car Park is an alternative (£1.50 per hour).</li> </ul>	
<b>8.</b>	<b>COMPETITIONS</b> <ul style="list-style-type: none"> <li>NICKO: 3 teams have been entered into this EBU knock out competition. Two of the three of the WBC teams have been knocked out in Round 2 of the competition and will now compete for the NICKO Plate. One team has made it through to Round 3.</li> <li>Teams of Eight: The WBC First Team came second (out of 13) in this high standard competition and the Juniors came a very creditable 4<sup>th</sup>.</li> </ul>	

	<ul style="list-style-type: none"> <li>• June Middleton has been commended by Surrey County Bridge association for her efforts in promoting Junior bridge in Surrey. Congratulations all round.</li> <li>• Congratulations to Sue Michie and Lyn Melly on winning the 5000 Cup, henceforth to be known as the The N8 Cup (reflecting NGS grades rather than masterpoint rankings).</li> <li>• Congratulations to Michelle Baroukh and Mark Carpenter on winning the 500 Cup, henceforth to be known as the The N6 Cup (reflecting NGS grades rather than masterpoint rankings).</li> </ul>	
<b>9.</b>	<b>POLICIES &amp; PRACTICES UPDATE</b> <ul style="list-style-type: none"> <li>• Risk Register: This document was reviewed and agreed by the Committee.</li> <li>• Fire Emergency Plan: There will be a fire drill in the spring.</li> <li>• Personal Emergency Evacuation Plan: Gad (helped by Geoff Chapman) is continuing to work on the PEP.</li> </ul>	Gad
<b>10.</b>	<b>FINANCE</b> <ul style="list-style-type: none"> <li>• The Committee approved the updated bank mandate which CS will now follow through with HSBC.</li> <li>• The monthly table statistics were circulated, indicating that there continues to be a 3.5% increase in table numbers over the first ten months of the year compared to the same period last year.</li> <li>• Management accounts were presented for the nine months to December 2019. The overall result is in line with the same period as last year, showing a profit and is better than budget.</li> <li>• The Committee approved the purchase of a new dealing machine.</li> </ul>	
<b>11.</b>	<b>MATTERS RAISED BY THE COMMITTEE</b> <ul style="list-style-type: none"> <li>• The Committee asked CS to respond to points raised in an email from a Member.</li> <li>• Members who would like a printed copy of a session's results should ask the Director for a print out immediately at the end of the session.</li> </ul>	
<b>12.</b>	<b>EVENTS</b> <ul style="list-style-type: none"> <li>• Sunday, January 26<sup>th</sup>: Charity Pairs event in aid of the Future Polka appeal went very well. The Committee wishes to thank all those Members who donated raffle prizes and came to the event. Over £1600 was raised.</li> <li>• Friday, March 27<sup>th</sup>, 7.30pm: Student and Juniors event – Simultaneous Competition.</li> <li>• Friday, May 8<sup>th</sup>, 2pm (VE Bank Holiday): WBC Individual Championship</li> <li>• Wednesday, June 17<sup>th</sup>, 7pm: AGM</li> </ul>	
<b>13.</b>	<b>CONFIDENTIAL MATTERS</b> The Committee agreed which matters should be recorded as confidential.	
<b>14.</b>	<b>NEW MEMBERS</b> There are 45 new members, whose names and status are attached.	
<b>15.</b>	<b>AOB</b> <ul style="list-style-type: none"> <li>•</li> </ul>	
<b>16.</b>	<b>DATE(S) OF NEXT MEETINGS</b> Mar 11 <sup>th</sup> , April 8 <sup>th</sup> , May 13 <sup>th</sup>	

The meeting closed at 1655.

**Being a WBC Committee Member**  
**Policy adopted October 2019**  
**This draft February 2020**

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. Respect the work of the meeting.
3. Show all relevant information to the subject under discussion
4. Do not pre-empt or comment on the working of your own Committee or another Committee on social media.
5. Respect the Confidential minutes. Confidential Minutes will only be used when considered by the majority of the Committee to be necessary and should remain confidential - that is not discussed outside the Committee except where agreed by a majority of the Committee. Confidential Minutes are defined by "custom and practice" of WBC or by a majority vote of the Committee.
6. All members of the Committee accept collective responsibility for decisions made by the Committee and discretion must be used in discussing Non-Confidential Committee business with members, ensuring that a balanced view of the Committee discussions and decisions are put forward and not identifying Committee members personally. Majority decisions of the Committee must be respected at all times and outright criticism must be avoided.

If you have a problem with any decision of the Committee, Sub-committee or Working Group, address that concern firstly to its Chair. If you still have a problem, follow the procedures set out below.

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.

## New Members

Cassandra	Taylor	Full
Christine	Rumball	Full
Catherine	Vibien	Student
Angela	Maher	Student
Jill	Truman	Student
Andrew	Guest	Full
Claus	Werner	Full
Alasdair	Hunter	Student
Emily	Aling	Student
Rachel	Corbett	Student
Maria	Elliott	Student
Nel	Mackie	Full
Richard	Hand	Full
Megan	Jones	Junior
Peter	Breakell	Full
Peter	King	Full
Gemma	Ind	Full
Lynn	Rowland	Full
Leon	Gunasekara	Junior
Katie	Sharma	Full
John	Bingham	Full
Digby	Ridge	Full
Elaine	Harrison	Full
Joanna	Bright	Full
Suzannah	Jackson	Full
Suzi	Hewes	Full
Fiona	Peterham	Full
Christopher	Brett	Full
Mary	Heaney	Full
Priscilla	Robinson	Full
Gerry	Bellman	Full
Annette	Hurley	Student
Nick	Sketch	Student
Raj	Vara	Student
Raymond	Baksh	Student
Natasha	Raicharma	Student
Tania	Ang	Student
Frances	Maki	Student
Conrad	Venter	Student
Nawshi	Dhawl	Student
Lars	Carlsson	Student
Carol	Ang	Student
Lynn	Coward	Student
Noel	Mulvihill	Student
Margaret	Widdicombe	Student
Christina	Aasa-Carlsson	Student