

Minutes of the Committee Meeting held 1<sup>st</sup> September 2020 at 7.30pm in the Social Club

Present; D Smith (Chairman) M Kirkman (Secretary) D Standish-Leigh (Treasurer) S Brown L Petruczok D Pye

Apologies H Gordon – David S-L explained that Henry was working away from home a lot and couldn't make meetings

Davey S read the minutes of the previous meeting held 17<sup>th</sup> August 2020. Agreed as a true record unanimously.

Matters arising;

There was again a discussion about the actions required to re-open the club. Davey S said the decorating was in all probability going to take another four weeks. Davey S commended the efforts of Liz P and Stevie B in carrying the burden of the decorating work.

Davey S suggested a target opening date of week commencing 5<sup>th</sup> October 2020. Liz P asked if this could not be end of September, but Davey said he was going away for two weeks and would not be able to help. Stevie B asked if she could recruit volunteers to help out with the decoration. This was agreed so long as social distancing was observed and any other restrictions that might be introduced by the government in the meantime.

David S-L said little had changed financially since the last meeting. The club had approximately £7,500 in the bank to pay for the redecoration and any measures identified by the risk assessments. There was just over £4,000 in credit with the brewery to pay for stock. David reminded the committee that from 1<sup>st</sup> September we still had to pay furloughed staff 80% of their wages but could only claim 70% back from the government. From the 1<sup>st</sup> October this reduced further to 60% and at the end of October we would no longer be able to claim any money back to cover wages. David S-L reminded the committee that the option to make all staff redundant had been explored in May. The advantage at that time would have been that staff could have served out the statutory notice periods during furlough. The club would have had to pay 100% of the staff's usual pay but could have claimed 80% back from the government. Davey S said in his opinion it would be immoral to make redundancy payments if staff were then re-employed when the club re-opened and he had been opposed to the plan.

As agreed at the previous meeting David S-L had contacted the Human Resources department at Duncan & Toplis for advice on staffing issues resulting from the decision that the club would re-open on restricted hours. D&T had provided a framework for compliance on amending the terms and conditions of staff and template letters for use in the process. As identified at the last meeting three staff with less than two years' service had now received letters terminating their contracts. This was a regrettable course of action but necessary for good stewardship of club funds. David S-L had prepared the letters and asked Davey S to hand deliver them to staff as this was more compassionate than finding the letters on the doormat. The responses from staff had been varied. David S-L said that a meeting of all remaining staff should be convened as soon as possible so that we could start the compliance process and avoid it holding up the re-opening date.

It was agreed that the re-enrolment of membership should also be started as soon as possible for the same reason. David S-L said previous public statements about opening dates had raised expectations and created more speculation about why the club had not opened. David S-L said the Licensing Officer had sent a form that had to be completed and returned to Peterborough CC and the Police before re-opening. David said he would contact the Licensing Officers to clarify the membership rules and any other compliance requirements before re-opening.

No date was set for the next meeting.

The meeting closed at 8.30pm

Signed \_\_\_\_\_ (Chairman) date 19/10/2020