

Sussex Yacht Club

Minutes of house committee meeting held at Shoreham on March 12th 2015

	<p>Present : Pat Hill, Brenda West, Sue Large, Neil Fraser-Betts, Giles Weston, Ian Bush, Andy Burrell, Simon Haffenden</p>	
	<p>Apologies for absence: None</p>	
	<p>Minutes of last meeting: Agreed. Matters arising: <i>Matters Arising –previous minutes</i></p>	
	<p>Reports: Bar <i>Tim Cork advised that the lights have been ordered for the River Room. Have arrived, awaiting installation.</i> As we have not received an invoice and paid for these lights, they need to be re-ordered. Tim Leigh to sort the lights out please.</p> <p>The recycling bins need to be locked so that members can't use them. The locks fitted are the type that anyone can access. These bins seem to be unlocked all the time. Can a paddock & lock be supplied, with keys for the bar staff for access. Illumination at the site of the bins would also help as most visits are usually in the dark.</p> <p>Bar prices to be reviewed in due course.</p> <p>During April we will supply Harvey's & Dark Star Partridge to ascertain the demand and preferences to enable them to be supplied at realistic prices.</p> <p>An informal complaint has been received concerning a SYC member. Following discussion it was agreed that an informal meeting with the member concerned was the appropriate course of action.</p> <p>Policy for staff drinking. A request had been received to clarify the policy of drinks while the bar staff are on duty. They are entitled to occasional drinks of water, squash, tea or coffee. No alcoholic drinks are allowed while on duty. Any drinks purchased for them must only be taken at the end of their shift. These rules are self- policing, but would be subject to disciplinary proceedings. The bar staff have employment contracts and are therefore subject to general employment rules relating to intoxication (i.e. they are not allowed to be intoxicated at work).</p>	<p>Ongoing TL</p> <p>Ongoing TL/BC</p> <p>Pending</p> <p>AB</p> <p>PH</p>
	<p>Franchisees Reports: Catering: Applications pending for Manager who will need to work with both bar & restaurant. Applications end 9am on February 16th. We want to supply a good service for the members benefit. This will be run by a separate Company.</p>	<p>Ongoing</p>

	<p>Franchisees Reports:</p> <p>Catering: Applications pending for Manager who will need to work with both bar & restaurant. Applications end 9am on February 16th. We want to supply a good service for the members benefit. This will be run by a separate Company.</p> <p>Simon wants to be an employed chef. A job description will be written before he is employed.</p> <p>Simon asked about the hot trolley.</p> <p>Catering: / Functions:</p> <p>NYE:- <i>Good event</i>. Decided to book the same band for this year. Giles to contact and book.</p> <p>Mar 6th Club Night- OSCARS theme night. Fabulous evening with good food, entertainment and great fun. Likely to be repeated next year. All organised by Simon and as there was a shortfall, House agreed that Pat should approach Loz and ask the club to cover this.</p> <p>Mar 15th Mothers Day.</p> <p>Mar 14th Rugby Basket food/baguettes</p> <p>Quiz Nights- Thurs Mar 19th Quiz Chair SL</p> <p>Mar 21st Rugby Basket food/baguettes</p> <p>April 3rd Club Night (Good Friday) Fish & Chips</p> <p>Quiz Nights- Thurs Apr 16th Quiz Chair TBA</p> <p>April 25th St Georges – Prawn Cocktail, Pork Belly, Chocolate, banana, bread & butter pudding. Adverts required.</p> <p>Andy asked if another Saturday function could be arranged. Agreed. Suggested he could contact Ben for theme and date. Possible theme a Juke Box Night as a charity event.</p> <p>Private Function approvals:</p> <p>All private applications received have been approved including two from Wordfest.</p>	<p>Ongoing</p> <p>PH/LW Ongoing.</p> <p>Booked & deposit paid</p> <p>PH/LW</p> <p>IB</p> <p>AB/BC</p>
	<p>Promotion</p> <p>The 'A' boards for advertising are required for inside the club house.</p> <p>Another suggestion is to have areas with chalk paint for use with coloured pens to show functions and bar offers</p> <p>Merchandising needs to be displayed in the clubhouse & on the Web site, instead of just a picture on the notice board. Is there an on-line shop for purchases?</p>	<p>Ongoing TL</p> <p>Built into refurbishment of bar</p> <p>Flag are deciding on location &</p>

	<p><u>Bar Refurbishments</u> Due to commence March 16th. Timetable of work is needed. Temporary bar to be by the trophy cabinet.</p> <p>Check to be made with regard to cask ales.</p> <p>Bar glass washer to be plumbed in, in the kitchen during refurbishment.</p>	<p><i>Preparation after Mothers Day lunch</i> AB</p> <p>BC</p>
	<p><u>Bar Billiards Table</u> A suggestion that a bar billiards table would be popular with members. Consideration given to one being sited in the Wet Room/River Room. This being mainly glass, it was felt that this was not a possible place for one to be situated. Consideration to be given to any other alternative positions, bearing in mind the movement of table, during functions, Health & Safety and Fire Risk requirements.</p>	
	<p><u>Carpet</u> The carpet is to be replaced following the refurbishment of the bar.</p> <ol style="list-style-type: none"> 1) Do we want it to be extended up to the folding doors? 2) Or remain to the same position that it is now? <p>Option 2 is the preferred choice. A roll of thin carpet is also to be supplied to cover the restaurant floor. This will be rolled to the long road side wall when there are functions. This will improve the noise level in the Royal Escape Room during courses.</p>	
	<p><u>AOB</u> DVD player has been purchased and is to be made available when required.</p> <p><u>Food & drink in the Clubhouse.</u></p> <p>This was raised at the AGM. It was agreed that course attendees could bring in their own food to eat in the R/E room when they are attending courses. It was also suggested that food could be pre-ordered for these times. Details to be included on the application forms, on the web site and in 'In The Wind'</p> <p>The whole question of food being allowed to be brought in, when the restaurant is closed is to be reconsidered & reviewed during the changes to an 'In House' facility.</p> <p>It remains currently that food & drink cannot be brought in to be consumed upstairs or on the balcony.</p> <p>Giles asked that the car park is given urgent attention. With more bookings being received we must sort out the car parking facilities. Following a walk round of the parking areas, a count of possible car parking spaces amounted to 37 plus 5 for staff & 3 for disabled. Plans illustrating these spaces have been passed to Terry as chair of M & M to be considered.</p>	<p><i>Ongoing.</i></p> <p><i>Ongoing.</i></p>
	<p>Date of next meeting: Thursday April 9th 2015 @ 7.30pm</p>	