MILDMAY CLUB COMMITTEE

MINUTES

Meeting date; Monday 1st September 2025

Time; 7.30pm

Present; Andy McAdie (President), Dan Isaacs (Treasurer), Colin Butler, Tom Campbell, Andy Caws, Andrea Davies, Lucian Evans, Andrea Jung, Kat Heaton, Paul Kennedy, Chris Mannerings, Jon Riley

Non-voting; Iona Dudley (Manager), Terri Ciftci (Head of Bar & Functions), Peter Snell (Secretary), Sam Whatmore (Bookkeeper)

1. Apologies; Laurence Fryer, Jonny Trunk, David Wainwright.

2. Minutes of the last committee meeting.

Minutes were accepted as a true record with minor amendment for signature and posting in the Club.

3. Matters arising

Kat gave an update on the progress of the Members consultation. She said 264 online responses had been received ahead of the meeting and the consultation would close on 12th September. Limited attendance at "in person" consultation meetings had been supplemented by general discussion with Members in the bar. The meeting recorded their thanks to Kat and Dave for their excellent work in designing and conducting the survey.

Action; Summarise consultation findings and report to committee.

4. Reports

A. President's Proposed Code of Conduct & Members Contract.

A code of conduct and members contract had been circulated by Andy M before the meeting and amended to respond to suggestions from Committee members. The meeting discussed the final content circulated in advance of the meeting which was agreed for adoption and posting on the Club Noticeboard.

The meeting agreed both documents should be adopted as by-laws for the Club, circulated to all current Members and sent to all newly accepted Members.

Action; Post code of conduct and members contract of Club website, circulate to Members and adopt as club by-laws.

B. Secretary's Report (Peter Snell)

Peter spoke to a written report circulated in advance of the meeting. He had reported to the July meeting that the updated rules adopted at the 2025 SGM had been registered with the Financial Conduct Authority and he had asked for guidance from the CIU regulation officers on whether the Club should be using them while waiting for paper rule books to arrive.

Peter’s notice had advertised the conference of The Centre for Democratic Business on “Stronger Local Places: Rebuilding the Social Club Movement” at the Mildmay Club on Thursday 11th September. Iona said any Committee members were entitled to attend for free and he understood 100 places had been booked.

Peter & Andy noted two Members suspended for a year were due to be re-admitted on 30th October and promised to meet them before they returned to the Club to ensure they understood how they should behave to avoid further charges of misconduct.

Actions;

Check status of new rule book and post on website in place of previous rules once appropriate.

Check membership status of Members currently suspended until 30th October and arrange to meet them with Andy M if they are still Members.

C. Treasurers Report (Dan Isaacs / Sam)

Dan spoke to the monthly cash summary statement for July and August circulated in advance and the forward budget until March 2027 supplied to the meeting.

He noted that summer takings were better than forecast and that bar and stairlift spending was scheduled for early 2026.

Sam supplied the bank authority mandate form for completion by Andy, Peter and Laurence

Action;

Complete bank authority mandates and submit to the bank

D. Stock and Finance (Terri / Laurence / Colin)

Colin spoke to a written report circulated in advance of the meeting. He confirmed that the current goal was to instal the “soft drink/ mixers gun” in every Club bar and that the works would provide 2 more hand pumps and 2 more keg outlets in the Members Bar. He noted that improved cask design to reduce exposure to oxygen would improve the life of cask beers.

He noted that price increases had been reviewed and anomalies addressed. The meeting approved his suggestion that responsive pricing to increased supplier prices would generate more consistent pricing and allow Members to change their preferred drinks if they thought prices unreasonable.

Colin agreed to provide illustrations of the new installations to ensure they did not interfere with film bookings but Terri noted they were all easily dismounted from the bar if requested by film makers.

Colin noted the Club would be tied to the supplier for two years if they fitted the kit for free so he needed to check obligations and details of long term ownership before entering into any contractual agreement.

Actions;

Complete procurement of bar upgrade through liaison with Sam M to ensure changes to not act as a barrier to film hire.

E. Entertainment Report (Andrea Davies/ Iona)

Andrea spoke to a list of planned events circulated in advance. She asked for a minimum of 6 volunteers at all times during Open House from 11am to 5pm on Sunday 21st September. Committee Members were asked to sign up to the events they could cover via the link recently recirculated by Iona before our volunteers were asked to help.

Andrea reported a quiet August for Members events had allowed more private bookings and film hires.

Actions;

All Committee members to review their availability to volunteer on the online events rota, in particular for Open House.

F. Club Management (Iona Dudley)

Iona reported that the premises license application was now due for consideration on Wednesday 22nd October. The planned meeting with neighbours had been held with 4 attendees. Neighbours were expected as objectors at the licensing hearing.

The meeting formally approved and adopted a formal noise management and dispersal policy circulated in advance.

Dan reported that an additional acoustics engineer had reviewed Club sound insulation and will do more work to suggest means to eliminate sound escape routes. He thinks that's currently mainly through the roof. He suggested that the tartan bar and small hall needed acoustic curtains.

Dan agreed to support Iona in identifying and purchasing body worn cameras for use by SIAs on door control.

The meeting noted the women's world cup rugby final on Saturday 27th September. Iona advised the meeting she thought there was less demand than for the football final and the Club already had a clashing booking so no ticketed booking was being organised.

Actions;

Add noise management and dispersal policy to Club Licensing Manual

Commission further investigations into further noise nuisance amelioration.

F. Membership report (Tom Campbell)

The meeting agreed interviews should restart from Tuesday 9th September and the membership fee be set at the reduced price of £15.00 for the remainder of the year.

Action;

Recommence membership interviews

G. Games Report (Andy Caws)

Andy reported a new darts board had been purchased but initially it's use would be restricted to competition which included a lot of Mildmay players after a very strong season. The darts team AGM would be held before the champion of champions competition meeting. Andy was looking to obtain new coin meters for snooker rooms. He noted the current meters fill twice per week so will investigate meters that take cards but thinks they cost much more.

Andrea noted that the radiators are all working and to would be encased in black cages to prevent vandalism. She would investigate scope for programming pre-heating the room to reduce chill when the room was first occupied.

Andy noted that heavy use of the snooker tables had increased the need for tables to be cleaned and appealed for table cleaning volunteers.

Actions;

Review snooker meter provision and recommend replacements.

Install radiator protection and programmers in snooker hall

H. House Report (Andrea Jung)

Andrea spoke to her written report circulated in advance. She noted that the heating systems were now being installed in the flats. Jon and Iona would meet on Wednesday to identify priority fire requirements particularly door closers. Iona and Terri agreed to rationalise the use of the cellar space to provide adequate fire protection to the stairs to the flat. Andrea noted the need to insulate beer hatch to also protect the flats fire exit route.

Andrea J noted the need for facilities management control for the good of the Club to meet legal requirements and protect Club users interests. Andy promised to sound out Committee Members who might volunteer.

Jon was keen to get quotes from management agents for the flat lettings. Tom C and Andy C volunteered to assist Jon in establishing a specification and choosing potential suitable managing agents to quote for the work. He'd plan to bring proposals to the October meeting.

Actions;

Re-arrange cellar to permit appropriate fire protection to stairwell.

Identify Committee lead for facilities management.

Develop specification and identify suitable management agents for flats.

I. Health & Safety (Jon Riley)

Jon was due to meet with Terri to review fire safety training.

Action;

Check and agree fire safety training needs for staff.

J. Merchandise (Jonny Trunk)

Jonny had given apologies and no report was provided.

5. AOB

Dan noted the need to monitor Bingo takings and prizes informally to ensure Member were being charged fairly. Sam M offered and the meeting agreed that she and other callers should run rough checks on attendance and prize money payouts.

Jon commented that the archives attic clear-out had gone really well and commended the very active archive group. Kat noted that the screening of the Mr Manning film was due in October.

Action;

Coordinate callers' checks on Bingo income and prizes to record its fair management

6. Committee/ Officers only; Staff and other confidential business.

Peter reported there were no confidential items to consider.

The formal meeting finished at 21.20.

Retiring President, Tom Jones then joined the meeting for the formal transfer of Presidential responsibility from Tom Jones. On behalf of the Committee Andy thanked Tom for his major contribution to the success of the Club and Kat presented him with a thank you card, a framed picture and a life membership badge,

Date of next meeting; Monday 6th October

2025/6 Committee members:
Colin Butler, Andy Caws, Andrea Davies, Andrea Jung, Paul Kennedy, Chris Mannerings, Jon Riley, David Wainwright, Tom Campbell, Lucian Evans, Jonny Trunk, Kat Heaton

Officers:
Andy McAdie - President; Laurence Fryer - Vice President; Dan Isaacs - Treasurer; Peter Snell - Secretary