



DUNBAR BRANCH

Minutes

A meeting of the Dunbar Branch Committee was held on Sunday 19th December 2021 at 11.00. The President read Binyon's Lines and led a Silent Tribute for The Fallen.

1. Chairman's Welcome:
The Chairman noted the meeting was quorate and welcomed attendees.
2. Attendees & Apologies:
Present: David Bolton (President); Duncan Laing (Chairman); Robert Gilbertson (Vice-President & Vice-Chair); Anne Herkes (Vice-President & War Memorials), Iain Maddox (Treasurer /Secretary), Simon McGlinchey (Sports Officer), Alastair McCredie (Pipe Band); Ryan Barson (Pool) & Fiona Smith.
Apologies: Michael Kaszuba (Welfare Officer), Alex McCredie & Linda Gilhooly. No Show: Chris Empson.
3. Declarations of Interest:
IM & DL re Honorarium.
4. Adoptions of Previous Minutes:
There being no errors or omissions reported, the minutes were proposed by RG and seconded by AH.
5. Matters arising from previous minutes (Actions & Owners):
 - a. IM reported that he had actioned his tasks and now needed to ask DL to upload the information on to our website.
 - b. RG advised that the challenges to the candidate we had considered for co-opting on to the Committee had been investigated and there is no evidence of any wrongdoing. It was agreed this Committee would not object to the candidate standing for election in future.
6. Treasurer's Report:
 - a. IM reported the Branch Savings Account is unchanged and the Branch Current Account is currently inflated by Capitations monies from which £15 of each £20 membership fee will be sent to HQ.

- b. The Social Club Current Account indicates that having a Door Steward at weekends has reduced the number of repairs needed from damages but bar revenue has dipped. However, it is clear that hall filling events are vital for business recovery.
- c. IM confirmed there were now sufficient funds to consider paying honorarium. He then referred to instruction from RBLs Accounts Department that in compliance with Section 67 of the Charities Act only a minority of Trustees can receive remuneration.
- d. AH, AMc & SMc were appointed as a Remuneration Sub-Committee to review committee members' contributions and make Honorarium recommendations for the membership to consider at the AGM.
- e. Following clarification of various points with HQ regarding the Lease required between the Branch and Club, it was agreed to update the rent calculation from 5% of current annual revenue to 5% of average annual turnover based on previous 3-years trading and include recommended changes. ACTION: IM was authorised to update Lease terms as required.

7. Secretary's Report:

- a. IM referred to the letter received from Area Chairman Brian Kelly reminding us to organise a Special General Meeting for the members to consider incorporating the Club as a Mutual Trading Society.
- b. The Club Roadshow AH had reported on previously, stated that the Club must have their SGM after the financial Year End March 2022. Annual Accounts should be available to have this AGM/SGM end-April or May 2022.
- c. As instructed by the NBT, the requirement is that there must be two separate committees to run Branch and Club with no officer able to serve on both.
- d. The June 2021 EGM authorised the Branch Executive Officers to run the social club on a day-to-day basis. It was therefore agreed that committee officers are to advise DL before 2nd January 2022 which committee they wish to serve on in future.
- e. At the Branch AGM on 16th January 2022, the Branch Officers will co-opt an interim Club Executive group to run the social club and hand over the running of the club to them effective immediately. This interim Club Executive may co-opt on to the club committee such other officers as they deem suitable. All these club committee appointments must be ratified by the membership at the club AGM.
- f. IM also advised that the RBLs Constitution had been updated and was available on the Legion Scotland website. A work group had also been set up to consider a complete re-work of the Constitution and all members will be invited to contribute.

8. Welfare Officer's Report:

DL advised that with MK not being present, there will be no Welfare Report on this occasion.

9. Sports Officer's Report:

SMc advised that Area dominoes and darts competitions had been postponed due to Covid. He reported that 8 people had registered and

interest in forming a snooker team but there were some people interested in forming a men's darts team. He then advised that following changes to his work commitments, he would need to stand down from the Sports Officer role but is willing to remain on the Branch committee.

10. Facilities Management:

DL advised that the fire safety work would be completed the following day. He was getting a quote for replacement of the faulty external lights with water-resistant fittings. Storm Arwen took roof tiles off and numerous holes were also discovered. The roof will be inspected and weather proofed but will need a proper repair in due course. Toilet cisterns had new overflows fitted. Once a £150 insurance excess has been paid, a voucher will be issued to pay for the sports bar carpet replacement. It was agreed to source a replacement plate warmer for the kitchen. It was agreed to investigate getting a dish-washer for the kitchen.

11. Social Club Report

DL advised that due to the return of Covid restrictions the Christmas Eve disco had been cancelled but the New Year's Day disco will proceed with a capped number of tickets to be sold.

RB requested a review of the decision to suspend paying for hospitality for visiting pool teams. It was agreed to make an interim payment of £15 and defer further payments to the interim Social Club committee after the AGM.

12. AOCB:

Arrangements for the AGM were discussed and it was agreed to cancel the veteran's breakfast and make arrangements for a postal/electronic ballot in anticipation of further Covid restrictions.

13. Date Next Meeting:

Branch Annual General Meeting on Sunday 16th January 2022 at 11.00.

There being no further business, the meeting was closed at 12.23.

Karen Maddox (Minute Secretary).

end