

Housing Minutes 29/11/22

Present: K Dalby, G Knox, S Park

Apologies: P Jackson, C & G Douglas

1. Kitchen & gents toilets plumbing jobs – 5 plumbers contacted.
JP has decorated gent's toilets.
2. Larger key security box fitted in bins area.
3. CPR/Defib training attended by 8 members/staff. Shaun has replaced & updated defib pads + items in First Aid box.
Defib equipment needs a Key Pad for security.
GK to add more information.
4. Thermostat control for heating in lounge ongoing.
5. Coffee machine. A more coffee machine to be installed
12/12/22.
GK organising a more substantial table ie left over work top to have metal legs added.
6. All Clubhouse staff have completed L2 Food & Hygiene course with PL doing L3. This was a requirement of the Food and Hygiene Inspection. Copies of all certificates to be displayed in the kitchen.
7. Two spot Inspections 14/11/22 Food and Hygiene
29/11/22 Trading Standards
Action plans attached.