

Minutes – Nunthorpe Squash Committee – September Meeting

Date Monday 2nd October 2023

Time 19:00

Room – Tennis Club Room

Attendees: Geoff Smith (GS- Chair), Peter Spaldin (PS),
Graeme Lewis (GL-Treasurer), Kelvin Bowes (KB – Secretary) Michael Bowes (MB),

Apologies: Ian Bell (IB) , Ian Williams (IW) Martin Bradley (MBR)

Distribution: via WhatsApp-
Notice Board: Web



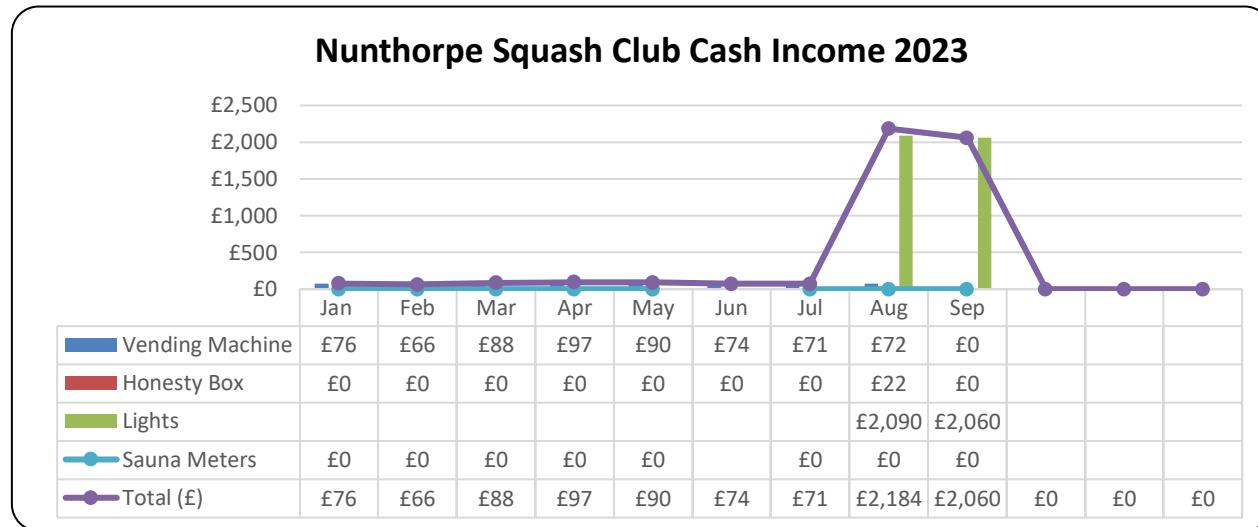
Action point	Status/Action Required	Responsible	Due																																																																														
1.0 Previous Meeting Minutes	<ul style="list-style-type: none">4th Sept 2023 Meeting Minutes proposed by PS as accurate and seconded GL.All Agreed as true record.	GS	Complete																																																																														
2.0 Treasurers report & Financials	<div><div><div>Nunthorpe Squash Club - 2023 Finances</div><table><thead><tr><th></th><th>Jan</th><th>Feb</th><th>Mar</th><th>Apr</th><th>May</th><th>Jun</th><th>Jul</th><th>Aug</th><th>Sep</th><th>Oct</th><th>Nov</th><th>Dec</th></tr></thead><tbody><tr><td>Current account</td><td></td><td></td><td>£36.5</td><td>£30.7</td><td>£36.6</td><td>£41.9</td><td>£45.6</td><td>£40.1</td><td>£40.0</td><td></td><td></td><td></td></tr><tr><td>Reserve Account</td><td></td><td></td><td>£6.5</td><td>£6.6</td><td>£6.6</td><td>£6.6</td><td>£6.6</td><td>£6.6</td><td>£6.6</td><td></td><td></td><td></td></tr><tr><td>Development account</td><td></td><td></td><td>£8.0</td><td>£8.0</td><td>£8.0</td><td>£8.0</td><td>£8.0</td><td>£8.1</td><td>£8.1</td><td></td><td></td><td></td></tr><tr><td>Junior Account</td><td></td><td></td><td>£1.4</td><td>£1.4</td><td>£1.4</td><td>£1.0</td><td>£2.0</td><td>£2.0</td><td>£2.0</td><td></td><td></td><td></td></tr><tr><td>Total (£k)</td><td>£0.0</td><td>£0.0</td><td>£52.4</td><td>£46.7</td><td>£52.6</td><td>£57.5</td><td>£62.2</td><td>£56.8</td><td>£56.7</td><td></td><td></td><td></td></tr></tbody></table></div></div>		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Current account			£36.5	£30.7	£36.6	£41.9	£45.6	£40.1	£40.0				Reserve Account			£6.5	£6.6	£6.6	£6.6	£6.6	£6.6	£6.6				Development account			£8.0	£8.0	£8.0	£8.0	£8.0	£8.1	£8.1				Junior Account			£1.4	£1.4	£1.4	£1.0	£2.0	£2.0	£2.0				Total (£k)	£0.0	£0.0	£52.4	£46.7	£52.6	£57.5	£62.2	£56.8	£56.7				Update GL	Complete
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	EXPENDITURE		
		-£2,204.51	
	01/09/2023 Maintenance and repairs Stephen P Wales Sauna Meters 44		
		-£352.80	
	05/09/2023 Doors/keys/fobs Door Entry Direct 46		
		-£73.70	
	05/09/2023 Maintenance and repairs Stephen P Wales Sauna Meter configuration 44		
		-£12.00	
	07/09/2023 Subscriptions, keys (keys and fobs)		
		-£97.00	
	13/09/2023 Gas and Electricity Gas August 2023 49		
		-£111.86	
	13/09/2023 Gas and Electricity Elec August 2023 50		
		-£1,517.15	
	28/09/2023 Accountancy Legal/Solicitor fees to remove block on house sale for Mal Leech 51		
		-£40.00	
	INCOME		
		£2,060.78	
	Lights and subscriptions		
		£2,060.78	
	Grand Total		
		-£143.73	
	Notes:		
	<ul style="list-style-type: none"> For the second month in a row, we are operating in a loss-making position. It is anticipated that this loss-making trend will continue as we are likely to continue to incur greater expenditure over income because of the following significant items: <ul style="list-style-type: none"> Electricity bills (particularly as it gets colder, and sauna use increase) Gas Bills (particularly as it gets colder) Capitation (due but has been incorrectly invoiced -committee decision required) Cleaners bill not received last month. PFA's decision to ignore sporting sections requests to merge Tennis and Squash in line with the proposal from the two sections. Court maintenance – courts are going to need to be serviced soon. Sports equipment procured (invoice due in September) 		

- Membership is on target to meet budget levels. These budget levels have been exceeded every year since Covid. This contradicts PFAs inaccurate reports that Squash membership has been performing below expected levels.
- Squash lights are significantly up because of the squash facilities being used more. This is a significant positive turnaround and can be linked to a change of strategy built on the back of sporting knowledge and expertise; in addition, it has been observed that this trend strongly correlates to the changes of leadership and people on the squash committee who have contributed positively and brought fresh ideas. As a result, we are on target for the best year in terms of light income since records commenced.

Exec Summary:

Funds appear healthy but with the items significant items listed above and with the energy market continuing in flux meaning we should proceed with caution as the numbers do not present a true reflection. Recommend that actions to minimise cost of sauna are progressed and executed. Request Squash committee also decides on how to deal with capitation invoice errors/discrepancies that have been received from the PFA.



Please note-Cash has been received for honesty box and vending machine (£77)– due to a timing issue, these deposits will be shown in Octobers banking summary.
New reporting in place

	<ol style="list-style-type: none"> 1. Sauna honesty box, due to lower-than-expected contribution's this will now been removed and will be repurposed as a charitable donations box – PS to create signage. 2. General discussion on Sauna availability – agreed that operating times will be as follows- 23:00 - 05:00 Off, 05:01 – 22:59 On and £1.00 will provide 15mins of sauna availability, it was felt that 15 mins allows sauna to gain adequate temperature on first use. 3. GS to coordinate meter change over and set appropriate control settings. 4. BT Contract review – still work in progress. 5. Capitation Review – Incorrect invoice received from PFA – GL to request new invoice less VAT as in previous years exercises 	PS Info GS GL GL GL	Nov ASAP Nov Nov Nov
3.0 Membership	<ol style="list-style-type: none"> 1. Positive news that 2 new senior members had joined in August with no leavers. 2. Refer a friend (RAF) scheme still work in progress - MB to work with MBr– T-shirts, balls, free lesson as an example with media plan. 3. Linking door entry system and printer is still work in progress but progress on this should be paused temporarily due to more priority projects needing urgent attention. 4. Maintenance contract, still work in progress with M Leech and to be confirmed 	Update MBr MBr & MB MB MBr	Nov Dec Nov
4.0 Fixtures	<ol style="list-style-type: none"> 1. General discussion on fixtures and County, England squash status – it was felt that information and confirmation on various items was to be received from both organisations -GS to liase with both so that we can brief members. 2. Kitchen items and cutlery purchased to support match nights. 	GS Update GS Info	 Nov
5.0 Competitions & Events	<ol style="list-style-type: none"> 1. Club night – continued growth and all agreed that committee members and attendees are making this a great success. 2. General discussion on Academy and how committee and members can support further growth – all felt very successful on current attendance numbers. 3. Oct County closed cancelled due to lack of promotion by county squash, limited access to web-based application platform and confirmation of event been circulated to NSC at short notice – GS to liase with county to support a November fixture and create a plan 4. County Masters event to held at NSC in January - further info to be secured courts, promotions, date TBC. 5. General discussion on Mini Leagues and how the success of these leagues can be maintained and improved – MB to review and provide update for consideration by committee. 	Info info GS Info MB	 Nov Nov
6.0 Club Issues	<ol style="list-style-type: none"> 1. Request for key access to NSC from PFA – item now closed. 	Info	

7.0 H&S & Maintenance	<ol style="list-style-type: none"> 1. Outside Vent- still missing – agreed GS to purchase and fix. 2. Gym Policy and consolidation of documents – format agreed and work in progress. 3. Updated Defect book is still to be purchased and implemented used. 4. Emergency lights to be sourced for changing rooms – GS to liase with Malcolm Leech 5. Request from member to relook at light sensors in lobby area – GS to review wiring to see if sensors can be moved to support lights coming on quicker. 6. Kitchen area in unacceptable condition with stored equipment and is a H&S issue – GS to escalate to PFA. & Rec club 	GS GL/KB GL/GS GS GS GS	Nov Dec Nov Nov Nov ASAP
8.0 Development	<ol style="list-style-type: none"> 1. Discussions ref Tennis Squash Business Case been rejected by PFA without reason or visibility of alternative plan at the time of decision. Concerns raised over overall process, visibility of the decision and lack of dialogue between some PFA trustees and with sporting sections. 2. General agreement to action complete upgrade of Courts 1 & 2 along with quotes to source on glass banister and viewing panels-MBr to organise works and communicate a plan to brief to members 	Info MBr	 Nov
9.0 Website-Media	<ol style="list-style-type: none"> 1. General discussion raised by KB to ensure that website is updated with relevant documents – GL confirmed any documents to be sent to him in PDF form. 2. Sauna Update to be provided for upload to GL. 	KB/GL KB/GL	Nov ASAP
10.0 AOB	<ol style="list-style-type: none"> 1. No complaint's received via Website & general discussion that this point will now be captured monthly going forward so committee can provide increased visibility of club issues – Comms to be circulated to members so they know the process and what to expect if they have an observation to make on NSC activities – KB to review and propose. 2. Committee meeting traditionally on First Monday of a month to be rearranged going forward, this will allow increased attendance by committee members – it was felt that club matches were impacting on attendance. 3. General discussion on sponsorship opportunities in line with upgrades to Courts – Any member who can propose any sponsorship opportunities are to contact any member of the committee for further details. 4. General discussion on roles and responsibilities and thought that some of of the roles are overlapping. 	Info KB Info Info Info	 Dec
Next meeting	<ul style="list-style-type: none"> ▪ 7th November 2023 19:00. 		