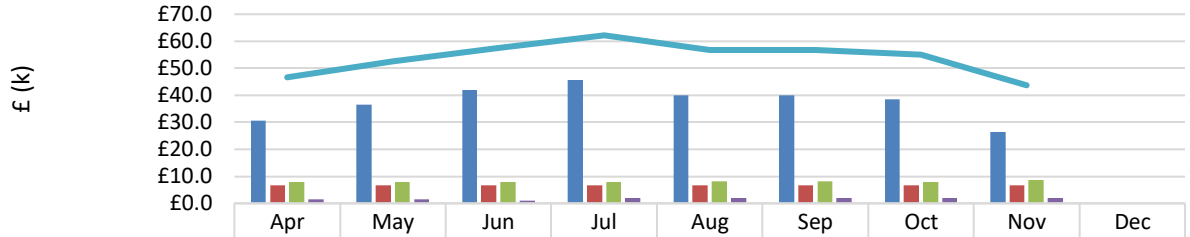
Minutes – Nunthorpe Squash Committee – September Meeting
Date Tuesday 5.1. December 2023
Time 19:00
Room – Rec Room
Attendees: Peter Spaldin (PS), Martin Bradley (MBR) Ian Bell (IB)
Kelvin Bowes Secretary) Michael Bowes (MB), Martin Bradley (MBR), Geoff Smith (GS)

Apologies: Ian Williams (IW)

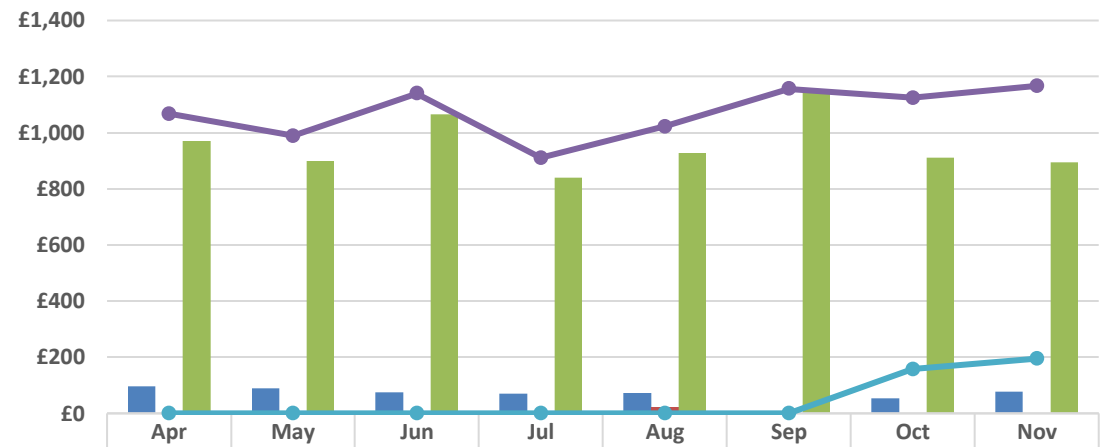
Distribution: via WhatsApp-
Notice Board: Web, Committee
Google shared Drive

Action point	Status/Action Required	Responsible	Due
1.0 Previous Meeting Minutes	*1.* Due to GS attending a preceding PFA meeting that was overrunning, MB chaired meeting. *2.* November 2023 Meeting Minutes proposed by PS as accurate and seconded MB. *3.* All Agreed as true record.	**MB**	**Complete**
2.0 Treasurers report & Financials	 **Nunthorpe Squash Club - 2023/24 Financial Year** **Notes:** 1. General discussion around substantial invoices received – Planned maintenance expenditure (£10.4K) to upgrade courts had been well received by members and other squash club visitors. Further feedback was positive in that club was looking good currently. 2. Some concerns raised again in line with fuel bill received £428 Gas, £ 1500 Electric and further work was needed to evaluate the current contract with proposed new contract that was	**Update GL**	**Complete**

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Current account	£30.7	£36.6	£41.9	£45.6	£40.1	£40.0	£38.5	£26.4	
Reserve Account	£6.6	£6.6	£6.6	£6.6	£6.6	£6.6	£6.6	£6.6	
Development account	£8.0	£8.0	£8.0	£8.0	£8.1	£8.1	£8.0	£8.7	
Junior Account	£1.4	£1.4	£1.0	£2.0	£2.0	£2.0	£2.0	£2.0	
Total (£k)	£46.7	£52.6	£57.5	£62.2	£56.8	£56.7	£55.1	£43.7	

imminent. It was felt that although new proposed rates were slightly favourable compared to current costs, however , it was too soon to review sauna costs as we had not experienced a reduction in bills to date – it was agreed we would relook at this in New year when new rates are evident and a update would be shared with members

3. Capitation invoices still had not been received correctly but all in agreement that in the spirit of cooperation, renewed efforts would be needed to engage with PFA. All in agreement this has dragged on too long and we would share the membership list with PFA and try to get accurate invoices from PFA so this year's Capitation could be settled.
4. BT contract– some further discussion needed with BT to finalise.
5. further court maintenance is now underway s with Gantry upgrade planned for late Dec - all in agreement that the planned £4.2 k expenditure will further upgrade and enhance the club.
6. All invoices and misc. costs have been paid on time.



	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
Vending Machine	£97	£90	£74	£71	£72	£0	£54	£77
Honesty Box	£0	£0	£0	£0	£22	£0	£0	£0
Lights	£971	£899	£1,066	£840	£928	£1,157	£912	£895
Sauna Meters	£0	£0	£0	£0	£0	£0	£158	£195
Total (£)	£1,068	£989	£1,140	£911	£1,022	£1,157	£1,124	£1,167

Please note-

- Honesty box has now been withdrawn from Late Sept 2023.

3.0 **Membership**	1. Further positive news that **11** new annual members (inc 3 families) , all active squash players had joined in November with 1 leaver. – This appears to be the best month for onboarding in recent months however it was decided that due to the contribution that the leaver had made to NSC over the years it was felt as an "exceptional circumstance" a part refund of his membership would be made as a gesture of good will. 2. Discussion with recreation regarding NSC membership benefits had progressed during November it was felt that a proposal and meeting with Recreation club was to be arranged to confirm and clarify- a update would be made to members in due course – GL and KB along with MBr to arrange a meeting with M Brinlow and agreement we were keen to arrange pre-Christmas if possible. 3. Audit of key fobs had been conducted by M Bradley and recognised as a good housekeeping exercise. 4. Membership target has exceeded ed budget levels for 2023.	**Update MBr** **GS** **Info** **Info**	 **DEC / Jan**
4.0 **Fixtures**	1. General discussion on fixtures and County, England squash status -GS to liase with both so that we can brief members.	**GS Update**	**Dec**
5.0 **Competitions & Events**	1. General discussion on Academy – Planned bowling day in final stages of planning and all were looking forward to a enjoyable day with academy juniors 2. Congratulations to **Peter Harrison** who won County Cup Handicap and a great effort by other players in progressing through rounds – a real good showing for NSC	**Info**	
6.0 **Club Issues**	1. Confirmation that Insurers had requested nominated keyholders for PFA to be provided – GS commented that he has request in writing and will forward on details – all agreed that access on insurance basis is not an issue – GS to send letter so we could file in our data base	**GS**	**Jan**
7.0 **H&S & Maintenance**	1. Outside Vent- still missing – agreed GS to purchase and fix. 2. Emergency lights to be sourced for changing rooms – GS to liase with Malcolm Leech 3. Kitchen area populated with stored equipment– GS to escalate to PFA. & Rec club - still outstanding 4. Maintenance contract, letter issued and awaiting return. 5. Roof situation – contactors to be engaged and aerial survey along with historic information collated – quotes and information will be passed to PFA for review – PS to coordinate	**GS** **GS** **GS** **GS** **PS**	**Jan** **Jan** **ASAP** **Jan** **Jan**
8.0 **Projects & Club Development**	1. **PFA Meeting 2/11/2023 – TPFA Tennis Merger decision** – minutes have been received from PFA meeting and on 18th November, we have requested that several key points not entered into the meeting record are added to ensure a true and accurate record of the meeting - as of 5th December we have had no reply or new minutes circulated.	**Info**	

	2. General discussion on the legal challenge by Tennis to PFA a regarding tennis section been managed by PFA and discussions around planned change of charitable status by PFA from 1965 constitution to 2023 /24 CIO status – all agreed , that as sections had not been involved in changing the constitution we were concerned over the direction of travel on this charitable status change , which appeared to be against the constitution drawn up by Lady Harrison - we need further information and transparency from PFA on this very important matter **3.** As part NSC agreed actions from meeting on 2/11/2023 we have circulated a request for feedback from all members and signage prompting all members to reply by 14th December – **In agreement this is a very important exercise, and we need all members to contribute if possible. – (recognition that minutes of this meeting would be published after deadline)** 4. Linking door entry system and printer works paused. 5. 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. - Paused 6. Shared Google workspace now set up and policies and Risk assessments have now been started to be populated into the workspace – all in agreement that "committee sign off "on these policies would start shortly, the plan is to upload on to members section of the website for members to have access once again at committee level. 7. A walk round of committee members around club highlighted several issues that needed addressing and further investigation. 8. Fire Evacuation plans, (parts of current policy review by KB), TV monitor operations, notice board reviews, Sauna operation, possible first aid provision , electrical supply review , review storage cupboards	**Info** **MBr & MBo** **KB** **Electrical supply to be reviewed by GS and IB**	**TBC** **Jan** **Jan**
9.0 **Website - Media**	1. Review of current website, KB to propose a business case for committee review – a major undertaken but discussions with 3rd party provider on a fact-finding basis are now underway	**KB**	**2024**
10.0 **NSC Feedback & AOB**	1. Review of current sponsorship and signage to be undertaken – policy has been drawn up and next steps to be agreed on this, with a view to engage with suitable partners. 2. Verbal Feedback -received re Sauna timings, this will be reviewed, and update will be cascaded in due course following new bills been received as noted earlier. 3. Feedback - Heater timing in gym will be looked at. 4. No web-based feedback forms received	**KB** **Info – MBr to investigate.**	**2024**
Next meeting	▪ **Tuesday 2nd January 2024 19:00. – Tennis Room**		