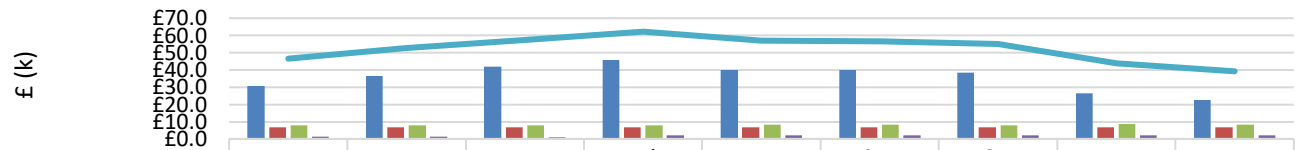
Minutes – Nunthorpe Squash Committee – September Meeting
Date Tuesday 2.1.2024
Time 19:00
Room – Tennis Room
Attendees: Peter Spaldin (PS), Martin Bradley (MBR) Ian Bell (IB)
Kelvin Bowes Secretary) Michael Bowes (MB), Martin Bradley (MBR), Geoff Smith (GS)

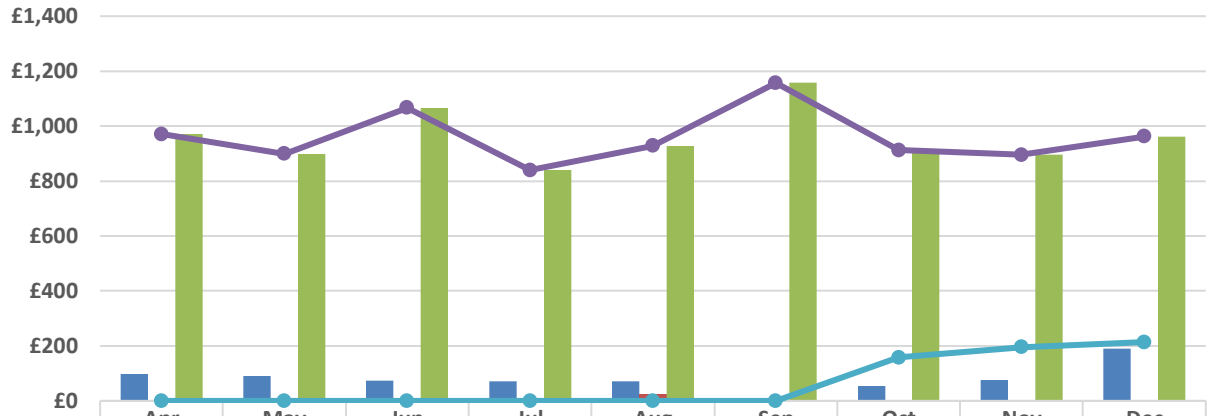
Apologies: Ian Williams (IW)

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

Action point	Status/Action Required	Responsible	Due
1.0 Previous Meeting Minutes	1. December 2023 Meeting Minutes proposed by IB as accurate and seconded MBo. - All Agreed as true record. 2. No conflicts of interest raised		Complete
2.0 Treasurers report & Financials	 **Nunthorpe Squash Club - 2023/24 Financial Year** Notes: 1. General discussion around invoices received – Recent court Upgrade £5k, planned courts gantry and balustrades Jan upgrade £4.2k – outgoings forecast raises some key points and those are to be monitored.	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	£22.5
Reserve Account	£6.6	£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	£8.1
Junior Account	£1.4	£1.4	£1.0	£2.0	£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	£39.2

2. Some concerns raised again in line with fuel bill received £700 Gas, £ 1641 - No evidence of new rates filtering through yet.
3. Cleaning invoice received from Rec club and returned due to incorrect costs been noted. — GS /GL — Jan
4. Capitation invoice still had not been received however provision has been made and GS to raise with PFA at next week's PFA meeting – Membership figs at end of NOV submitted as requested but await correct invoice form PFA – GS to escalate. GL to action once correct invoice received. — GL/GS — Jan
5. Minor costs incurred for Juniors Food £60, new keys etc,
6. Vending machine income noted as been high due to timing of banking receipts etc.
7. All invoices and misc. costs have been paid on time.



	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Vending Machine	£97	£90	£74	£71	£72	£0	£54	£77	£190
Honesty Box	£0	£0	£0	£0	£22	£0	£0	£0	£0
Lights	£971	£899	£1,066	£840	£928	£1,157	£912	£895	£962
Sauna Meters	£0	£0	£0	£0	£0	£0	£158	£195	£214
Total (£)	£971	£899	£1,066	£840	£928	£1,157	£912	£895	£962

Please note-

- Honesty box withdrawn from Late Sept 2023.

3.0 Membership	1. Further positive news that 8 new annual members have joined in December – This continues the recent upturn in attracting new members – all agreed that NSC strategy in upgrading facilities had been a major factor along with consistent social media presence and competitive rates – all agreed <u>more work</u> to be done on this throughout 2024. MB confirmed he has received further new interest he will update all accordingly in due course – all very positive. 2. Meeting conducted with recreation club to agree membership benefits – MB and IB confirmed that meeting had been amicable and constructive – all agreed a membership update by KB was to be produced and circulated to all members and uploaded onto website which would illustrate NSC members benefits and access to recreation club etc. 3. General discussion on potentially introducing a fortnightly lady's night alongside current club night which continues to support members – all agreed that this was something to look at and IB and PS would look to support - further work to be done on this as all agreed it would need careful planning as not to reduce court availability and needed a clear social media posting to get buy in. 4. Some concerns raised ref visitors exceeding permitted number of visits and some dialogue raised ref stamps not been utilised for visitors – MB to monitor and reach out to specific members if needed. 5. One member to be contacted ref prorate membership – all in agreement that MB to address with member. 6. Membership target has exceeded budget levels for 2023.	**Update MBr** **KB** **IB/PS** **MB** **MB** **info**	 **Jan** **Jan** **Jan** **Jan**
4.0 Fixtures	1. General discussion on team fixtures - GS to liase with Banantynes to arrange and claim fixture	**GS Update**	**Jan**
5.0 Competitions & Events	1. Christmas Junior event – a great success many thanks to all the committee who supported. 2. County Masters event to be held on 24th - Markers and referees to be arranged along with court and recreation club bookings to action. 3. General discussion on ensuring courts are to be cleaned prior to Masters event. 4. Agreement that club required needed to be in a good position for visitors	**Info** **GS/GL** **GS** **All**	 **Jan** **Jan 24th**
6.0 Club Issues	1. Insurance Information received from PFA regarding access to club – no detail in documentation confirming this request so request once again has been declined – GS to take up with PFA and close this request and required action	**GS**	**Jan**
7.0	1. Outside Vent- still missing – PS along with IW to resolve this longstanding issue.	**PS/IW**	**Jan**

H&S & Maintenance	2. Emergency lights still to be sourced for changing rooms – GS to close this longstanding issue. 3. Although kitchen area has been cleared of bulky equipment it was felt that facilities are still poor especially for entertaining visiting clubs – GS to raise with NMPFA. 4. Maintenance contract, letter issued and awaiting return from GS. 5. Roof situation – contactors engaged and aerial survey along with quote sent to NMPFA and awaiting an update – GS to escalate at next week's NMPFA meeting – thanks to PS for coordinating survey and contactor. 6. Internal roof tiles to be replaced by MBo,GL, IB before Masters competition along with review of honours boards. 7. Special thanks to IW for coordinating repair to punch bag in GYM	GS GS GS GS IB/GL/Mbo Info	Jan ASAP Jan Jan 24th Jan
8.0 Projects & Club Development	1. PFA Meeting 2/11/2023 – no contact from NMPFA since meeting and no accurate minutes circulated. 2. PFA Meeting 2/11/2023 - NSC action to collate members feedback to NMPFA merger decision has been completed and returned by due date 14th Dec – NMPFA have asked for a meeting to discuss feedback but all agreed that with no minutes received from the original 2.11.2023 meeting along with no proposed agenda been noted , the committee felt that there was no need for a meeting to be held - A formal reply following tonight's meeting to be sent to NMPFA detailing our position on this point 3. Linking door entry system and printer works paused. 4. Refer a friend (RAF) scheme discussed and all agreed to close this action as principles were all in place currently and membership was organically growing. 5. A walk round of committee members around club highlighted several issues that needed addressing and further investigation. - 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 – all still to be relooked at and will be done through 2024 6. NSC planner reviewed, and all agreed some movement of tasks into relevant months. 7. Club finals night confirmed as April 27th - Also note this needs reviewing as the bar have not reserved our booking. We should look at alternate dates avoiding home Boro matches, county comps, other events such as school and bank hols etc.	Info GL/KB Info Info GS and IB Info Info	 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 – still work in progress – 3 suppliers engaged and currently evaluating each system. 2. General discussion on use of WhatsApp groups and all agreed we needed to follow GDPR guidelines, and these next steps required further investigation	KB Info	2024
10.0 NSC Feedback & AOB	1. Sponsorship review paused although MB and GL were holding a meeting with A CLASS LEARNING All agreed a positive next step, and both will feedback in due course. 2. Verbal Feedback -received re Sauna timings, this will be reviewed, and an update will be cascaded in due course following new bills been received, as noted earlier. 3. No web-based feedback forms received. 4. General discussion on looking at savings accounts to ensure NSC got best return on monies – this to be looked at by GL. 5. General discussion on quality of messaging on social media posts – click rates have been positive and converting clicks and interest into firm membership applications was agreed. 6. NMPFA request to share costs on main Rec club entrance refurbishment declined as precedent had been actioned previously by NMPFA.	GL/MB Info Info Info - GL Info Info	Jan
Next meeting	▪ **Tuesday 6th February 19:00. – Tennis Room**		