



Minutes – Nunthorpe Squash Committee

Date Tuesday 4.6.2024.

Time: 19:00

Room: Rec Club

Attendees: P Spaldin (PS), I Bell (IB) G Lewis Treasurer (GL) K Bowes Secretary (KB) , G Smith Chair (GS), Ben Harrison (BH)

Apologies, M Bradley (MBr), Donna Bell (DB) Ben Suggitt (BS) , I Williams (IW), M Bowes (MB)

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

Action point	Status/Action Required	Resp	Due
1.0 Previous Minutes	<ol style="list-style-type: none">May 2024 Meeting Minutes proposed by IB as accurate and seconded GL. - All Agreed as true record.No conflicts of interest raised	info	info
2.0 Outstanding Actions	<ol style="list-style-type: none">Agreement that agenda to be changed slightly to review all outstanding actions and committee members to provide an update of actions to be discussed first before main meetingVending Machine status – offline – GS agreed to approach contacts and suppliers to have machine serviced – update to follow at next meeting -BH to supply contact to assist OutstandingFirst Aid Signage provision — KB to seek up to date costs and signage dimensions – agreement and vote that first option preferred – KB to advise committee with plan OutstandingEmergency lights Audit – GS & MB to review requirements and plan any remedial action ASAP OutstandingMen’s Middle Sauna Element – Work Completed – Action ClosedRunning Machine incline function inoperative – Parts purchased but require installing – GS to resolve – OutstandingFirst aid qualifications for Coaches & others – General discussion on training plan-	Info GS/BH KB GS/MB GS	 July July July July
	<p>Agreement that that BH would hold FA training on 15th June – Nominations – GL, GS, MB, MB, Heather Blackburn 11:15 – England squash details to be updated on successful completion by individuals via England Squash Website</p> <ol style="list-style-type: none">Grassroots Funding - machine received – Action closed - Charity would like to hold a press shoot at club TBC – info onlyWelfare information updated and to be uploaded onto web – Action closedAGM Documentation Archived - Action closed	BH/ All Applicable	July

11. Sponsorship & Merchandise review **Ongoing & Outstanding**

12. Treasurers Activity & Role profile – still to be completed **Ongoing & Outstanding**

Info
GL

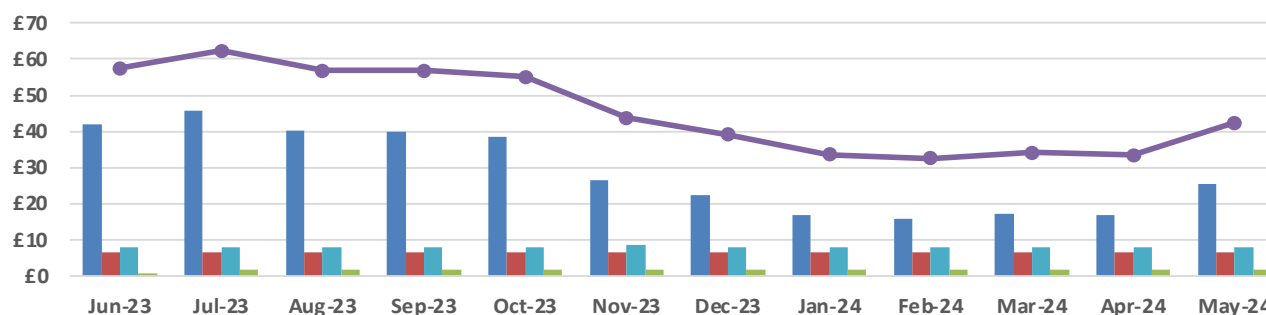
July

3.0 Treasurers Update

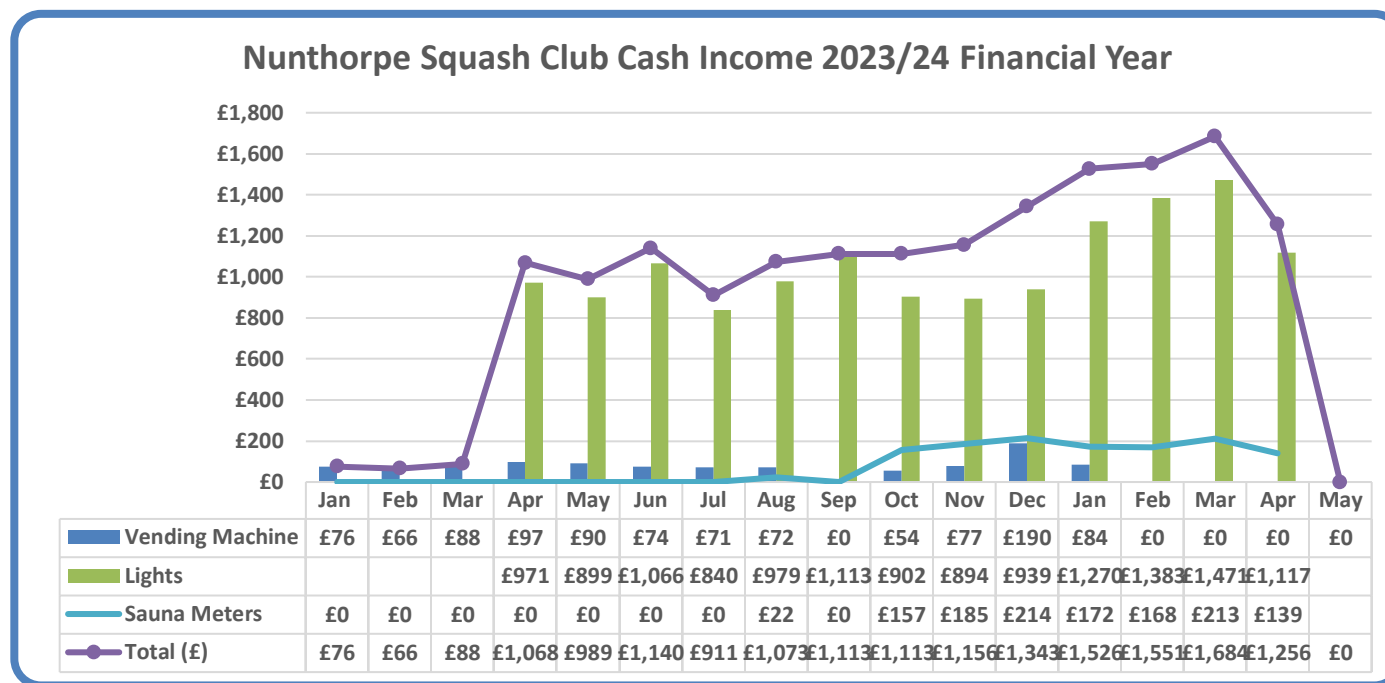
1. Concerns raised due to PFA not arranging capitation meeting in good time – 2 Email communications in April and May have not been replied to however Meeting now arranged for 5th June , previous meetings have been actioned early May to allow sections to prepare new season budgets – this has now passed so NSC have had to use 2023 rate as guide for budgeting and new season fees messaging – Updates to follow following Capitation & budget meeting on 5th June 2024
2. New season memberships starting to come and general agreement focus on memberships and update of database would be interesting for the coming season -all agreed we would see a reduction in numbers, but numbers would be extracted at end of June to provide info form Julys meeting
3. Concerns over water ingress onto courts from previous PFA repairs and to be discussed at PFA treasurers meeting
4. Recommendations to ensure servicing of equipment now should be coordinated– Boilers, gym equipment
5. Vending machine been offline a cause for concern and possibly creating stock issue with shelf life of products
6. Legals fees still in discussion with Tennis section and agreement to be repaid
7. General discussion on light maintenance and agreement bulbs now to be renewed/replaced

GL Update

Nunthorpe Squash Club Accounts 2023/24 Financial Year



	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24
Series1	£41.9	£45.6	£40.1	£40.0	£38.5	£26.4	£22.5	£17.0	£15.9	£17.4	£16.8	£25.6
Series2	£6.6	£6.6	£6.6	£6.6	£6.6	£6.6	£6.6	£6.6	£6.6	£6.6	£6.6	£6.6
Series5	£8.0	£8.0	£8.1	£8.1	£8.0	£8.7	£8.1	£8.1	£8.1	£8.1	£8.1	£8.2
Series3	£1.0	£2.0	£2.0	£2.0	£2.0	£2.0	£2.0	£2.0	£2.0	£2.0	£2.0	£2.0



3.0 Membership Update

- 2 members left NSC in May - MBr although on holiday has sent in a summary which indicated **20** new members joined in the month of May – positive net 18 additions
- General discussion on 2024.2025 renewal and reminder processes
- MBr has commented that he is pleased with current situation up until end of May however it is expected due to seasonal aspects of membership renewals, he expected overall numbers to fall over the summer holiday period – to be monitored
- General discussion on Members Standing Orders process and conversion to Direct Debit – proposal to look at positive and negatives of proposal
- Agreement on costs to be made for Web maintenance – GL

MBr Update

PS/IB

Info

July

4.0 DCRSA Fixtures & Information	<ol style="list-style-type: none"> 1. Discussion around squash levels and new leagues expected for new season. – Confirmation that NSC can make recommendations and changes to initial squash levels – all agreed this was a sensible option 2. Proposal for 3 teams to be submitted to DCRSA 3. Discussion on Team selections and NSC code of conduct for players to ensure every team member is aware of obligations and responsibilities – KB to review Code of conduct for team players with GS, update and circulate to all nominations 	Info Info KB/GS	 July
5.0 Competitions & Events	<ol style="list-style-type: none"> 1. Discussion on recent finals events and the fact that honors board and web info is to be updated – comments made material around club is out of date and it was felt these needed to be updated – GL and MBo to fill in the gaps and review current situation and advise plan – agreement needed on how results are to be presented in line with Web information 	GL/MB	July
6.0 Club Issues	<ol style="list-style-type: none"> 1. General discussion around projects but on hold till we know more from Treasurers meeting. GS/KB to report back 2. General discussion around coaching and agreement to review signage – area to be identified 3. Grips & Ball income suffering because of vending machine offline – PS to review current status and see opportunities to improve situation – KB to provide costing for ball and grips items 	GI/KB KB PS	July July July
7.0 H&S Maintenance Update	<ol style="list-style-type: none"> 1. Discussion around court cleaning and court lights repairs and bulb renewals along with checks on extractor fan covers – KB to write to IW and Mal Leech to get firm dates in diary to address these issues – consideration for lights maintenance also – some further clarity needed on who purchases the lights for IW/ML to fit 2. Discussion about switching club heating off for summer months (annual process) – as boiler has been serviced next week it was agreed that boiler was to be serviced, run for a few days without issue and then be switched off - GS to coordinate 	KB/IW GS	July July
8.0 Projects & Club Development	<ol style="list-style-type: none"> 1. 1 funding application didn't make final selection however 2 others still in process of been judged – KB to advise accordingly when information becomes available 2. Sponsorship opportunities discussed and Signs express to be contacted to provide up to date quotes to review vinyl graphics and court signage so we can use information to support discussion with new sponsors 3. Teams' shirt sponsorship – MBr and GL to confirm if Luna Blue are to continue with shirts sponsorship deal 4. General discussion about possible improvement to courts and installation of viewing gantry – Major investment required and PFA signoff 5. Planner reviewed 	Info KB MBr/GL Info Info	 July

9.0 Website - Media	<ol style="list-style-type: none">1. Ongoing updates to website in place.2. Signage to be agreed on welfare documentation within club to be coordinated for Donna Bell3. June Oncourt content and edition agreed to be published.4. Agreement that Members Personal Liability posters to be reviewed and replaced in changing rooms5. Access to shared drive to be organized for BS and BH	Info GS/KB/DB/IB Info PS KB	
10.0 NSC Feedback & AOB	<ol style="list-style-type: none">1. No web-based complaint feedback forms received.2. Ian Bell suggested the creation of a junior forum or representative to work with Committee – all agreed good idea and IB to investigate and propose process at next meeting3. All committee to make comments on revised constitution circulated previously and advise comments, suggestions, questions etc.	Info IB All	
Next meeting	<ol style="list-style-type: none">1. Tuesday 2nd July 2024 19:00		