

Minutes – Nunthorpe Squash Committee

Date Tuesday 2.7.2024.

Time: 19:00

Room: Rec Club

Attendees: P Spaldin (PS), M Bradley (MBR) I Bell (IB) K Bowes Secretary, G Smith Chair (GS), M Bowes (MB) I Williams (IW) Donna Bell (DB)



Apologies, Ben Harrison (BH) Ben Suggitt (BS) Graeme Lewis (GL)

Distribution: via WhatsApp-

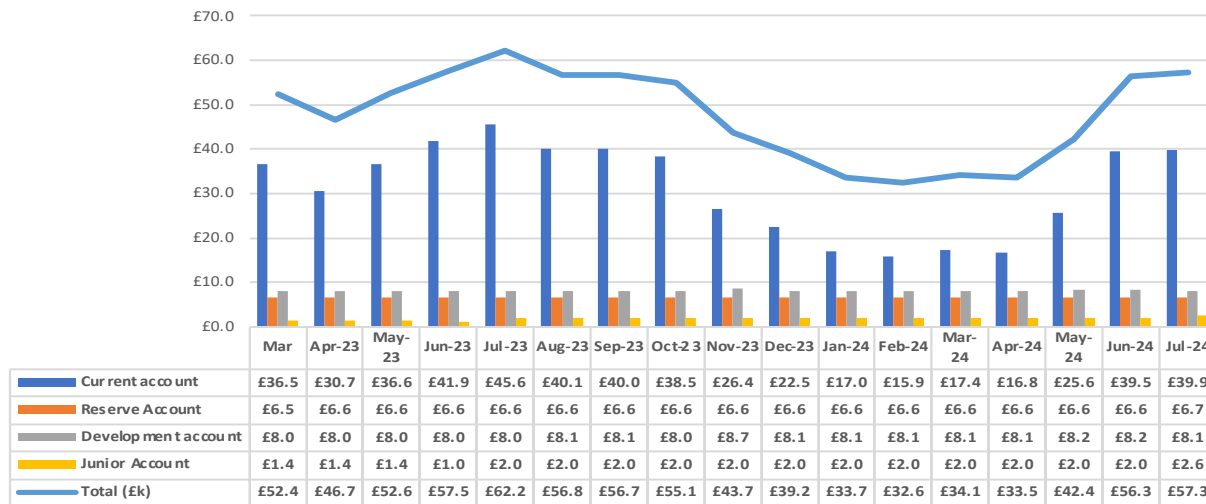
Notice Board: Web, Committee

Google shared Drive

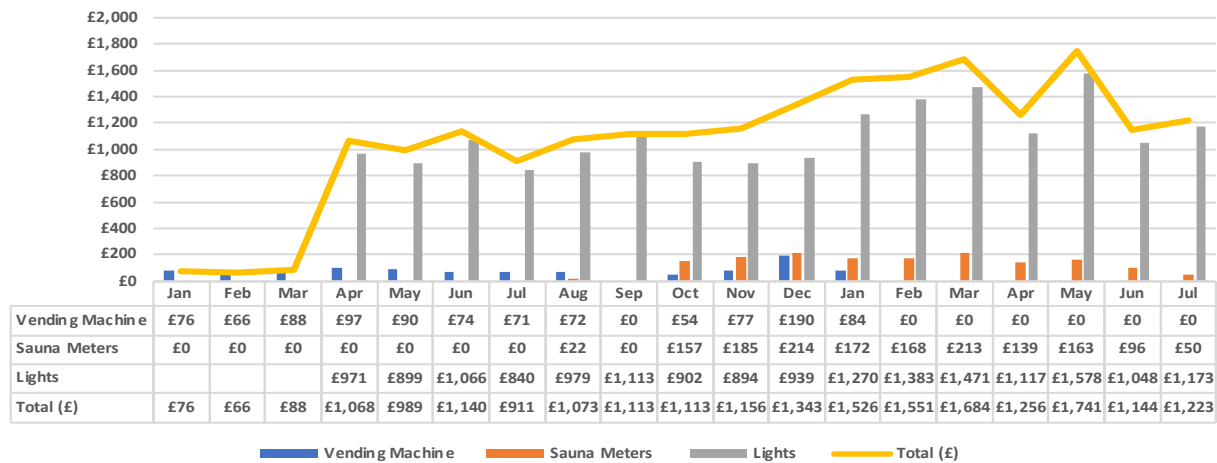
Action point	Status/Action Required	Resp	Due
1.0 Previous Minutes	<ol style="list-style-type: none"> June 2024 Meeting Minutes proposed by IB as accurate and seconded PS. - All Agreed as true record. - Copies to be circulated on Web and Club Notice board No conflicts of interest raised 	info	
2.0 Outstanding Actions	<ol style="list-style-type: none"> Vending Machine status – offline – GS agreed to approach contacts and suppliers to have machine serviced – update to follow at next meeting Outstanding 2nd month Emergency lights Audit – GS & MB to review requirements and plan any remedial action ASAP Outstanding – One Month Running Machine incline function inoperative – Parts purchased but require installing – GS to resolve –Outstanding One month Sponsorship & Merchandise review Ongoing & Outstanding Treasurers Activity & Role profile – still to be completed Ongoing 3rd Month Outstanding General discussion on Members Standing Orders process and conversion to Direct Debit – proposal to look at positive and negatives of proposal 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finals events and the fact that honors board and web info is to be updated – comments made material around club is out of date and it was felt these needed to be updated – GL and MBo to fill in the gaps and review current situation and advise plan – agreement needed on how results are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 Ongoing & Outstanding Ben Suggitt and Ben Harrison to have access to Google Shared drive- Closed Ben Suggitt & Ben Harrison to sign Committee Code of Conduct document – at next meeting when present Outstanding Discussion around court cleaning and court lights repairs -IW confirmed 2023 maintenance 	GS GS/MB GS Info GL	All August

	to be actioned and closed 9th July – first date available due to holidays and shifts		
2.0 Treasurers report	<ol style="list-style-type: none"> 1. Non-Submitted but agreement GL would be contacted to supply and circulate after meeting – Report submitted just after meeting as below 2. Membership renewals and subscriptions are now in. 3. The annual membership budget target has already been surpassed. Actual of £19k versus £17k budget for annual memberships. 4. Vending machine continues to be out of use resulting in loss of income. Potential for stock to go out of date. 5. Legal fees were an unexpected cost due to concerns over PFA operating outside constitution. Actions backed by members feedback survey. £0.75k Tennis may compensate depending on outcomes. 6. Additional legal fees may be and anticipated to be required (as per committee vote and with members support/backing). 7. Potential and uncontrollable rises in PFA capitation. MITGATION: The Squash committee and facility members have been taking appropriate actions to address the continued concerns regarding the current PFA administration. PFA have been requested on numerous occasions for direction but fail to respond and work with other sections. Further mitigated by Squash AGM members voting to not pay any potential additional increases on capitation due to PFAs not carrying out duties appropriately. 8. Unbudgeted water bills – Squash committee reps continue to politely request detail however PFA have not shared any details of how this would be calculated, and detail is not forthcoming. 9. Potential water damage caused by lack of upkeep and integrity of the building which historical PFA are responsible for and rationale for capitation. MITGATION: Squash progressing in the absence and failures of the PFA to act responsibly. 10. Unexpected maintenance. MITGATION: regular servicing and maintenance of boiler and heaters. 	GL	ASAP

NSC Account Funds 2024-2025



NSC Cash Income 2024-2025



3.0 Membership	<ol style="list-style-type: none"> 1. 35 annual and monthly members left NSC in June because of seasonal fluctuations, this is in line with previous years reduction - MBr committed that currently he is onboarding 20 new monthly and annual members, and it was pleasing to see that membership was holding strongly - he expected to be 2023 budget soon 2. MBr did raise a concern that members were now asking for receipts as a routine request which is something historically not done, as payments usually are confirmed with Members banking etc. - KB commented there is payment confirmation options on booking and e commerce bolt Ons and agreed it would be passed to GL for comment 3. General discussion on 2024.2025 renewal and reminder processes 4. General discussion of changing membership year from June to Sept 5. General discussion on family membership cost changes 6. General discussion and concerned raised ref maintenance agreement and that maintenance had not been completed for 2023 season (combination of shifts & holidays etc.) and it had rolled into 2024 - KB to draft a letter to ML detailing the requirements for 2024, MBr and GS to agree submission 7. General protracted discussion and vote on offering a gym and sauna membership only at reduced cost - Rejected - unanimously - MBr to contact member who requested this and advise accordingly 	<p>Update MBr</p> <p>info</p> <p>Info</p> <p>Info</p> <p>KB</p> <p>MBr</p>	All August
4.0 DCSRA Fixtures & Information	<ol style="list-style-type: none"> 1. Confirmation for 3 teams to be submitted to DCRSA 2. Agreement that PS to generate poster to advise members of the commitment in playing team squash and to ask members for names of who are interested to be placed on poster - this will allow team captains to plan the forthcoming season in good time 	<p>Info</p> <p>PS</p>	ASAP
5.0 Competitions & Event	<ol style="list-style-type: none"> 1. DCSRA county juniors' event to be held at Nunthorpe on 20th July - Academy off that weekend so dates agree 2. MBr to seek confirmation from team shirt sponsor Luna Blue if they wish to continue sponsorship for 2023 season 	<p>Info</p> <p>MBr</p>	All August

6.0 Club Issues	<ol style="list-style-type: none"> 1. GS commented that vending machine engineer is on holiday till next week and will progress repair, PS confirmed he would generate a poster to advise members of how they can purchase grips and balls etc. 2. AC asked for water usage figures – general agreement that all water usage to be shared with PFA – water usage had slightly increased but remains broadly in line with last years monthly usage 3. General discussion on revised constitution – all voted in favor of holding EGM – KB to organize and cascade information within current guidelines 4. General discussion on DBS checks and renewals – GS confirmed that club will pay for checks and certificates to be issued if lapse or coming to a end – all coaches to have DBS check's in place and KB to collate information centrally 5. IB confirmed his application to be considered as PFA rep for Marton had been rejected 6. General discussion on GDPR and members information requested to be shared with 3rd parties – as members had specifically not authorized release of information – no action on this 7. KB asked for support to get all coaches details updated and online with ES – this will help with compliance and brand awareness of NSC – will support coaches corner set up and get everyone in line with club policies – Any costs, non-expected to be incurred by club 8. Safeguarding information to be reviewed by DB, any recommendations to be circulated – agreement policy to be displayed in club 9. Discussion about Sponsored Walk & attendance 	<p>Info PS</p> <p>GS</p> <p>Info</p> <p>KB</p> <p>All</p> <p>KB/DB Info</p>	
7.0 H&S Maintenance	<ol style="list-style-type: none"> 1. Discussion around court cleaning and court lights repairs – IW confirmed planned for 9th July and to update accordingly 2. Heating Boiler service June 2024 and switched off as is historic practice 3. Gym Equipment to be serviced July 2024 4. Original sauna element repaired but new element now offline – GS to investigate 5. Court Heaters serviced 	<p>IW</p> <p>Info GS to coordinate Info</p>	

8.0 Projects & Club Development	6. IB to continue to explore the Junior forum proposal – all agreed this would take some time so to keep proposal live and for further discussion it will be discussed at next month meeting 7. MBr confirmed he would be completing England Squash Coaching Levels and would advise progress	IB Info	
9.0 Website & social media	1. Updates completed as and when	info	
10.0 NSC Feedback & AOB	1. No complaints received 2. Member of the month confirmed 3. On court agreed to be published	info	
11.0 Next Meeting	1. Tuesday 6.8.2024	info	