

Minutes – Nunthorpe Squash Committee

Date Tuesday 3.9.2024

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) Ben Harrison (BH) Ben Suggitt (BS) Graeme Lewis (GL)
Dave Charlton – Guest (DC)

Apologies, I Williams (IW) Donna Bell (DB)

Distribution: via WhatsApp-

Notice Board: Web, Committee Google
shared Drive

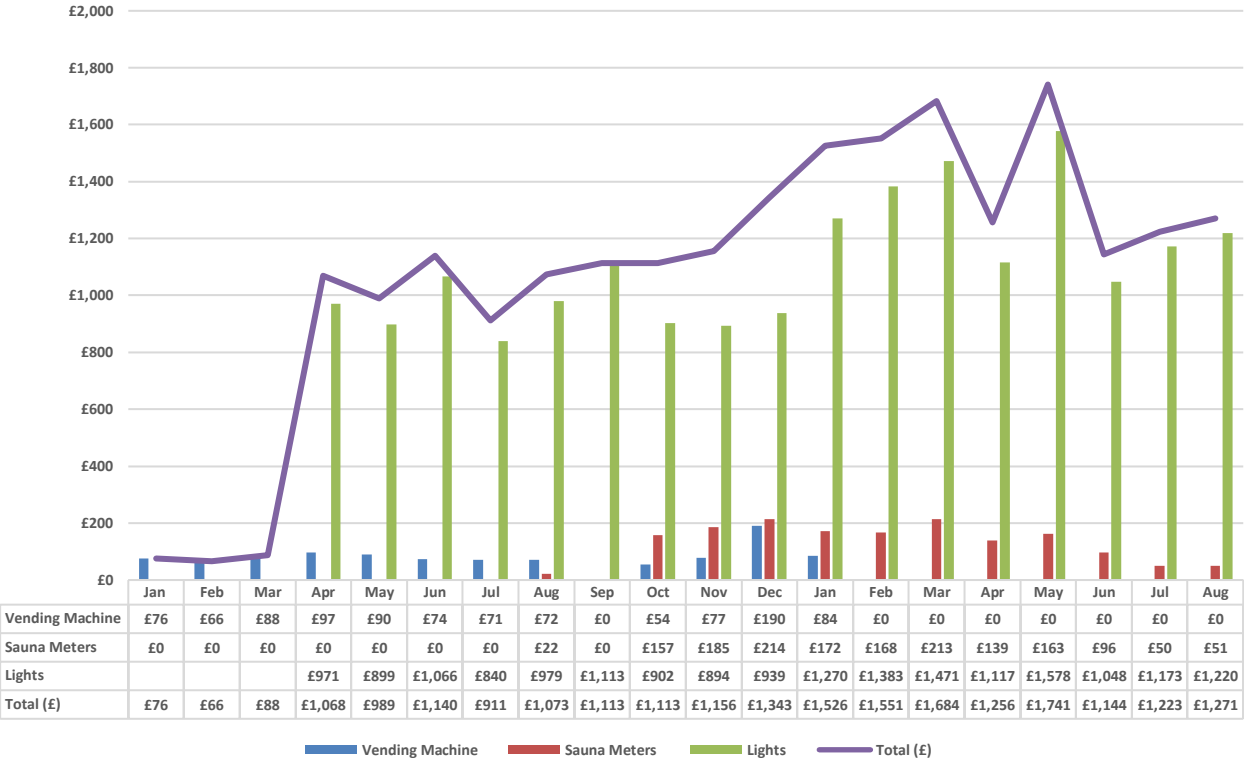
Sept 2024



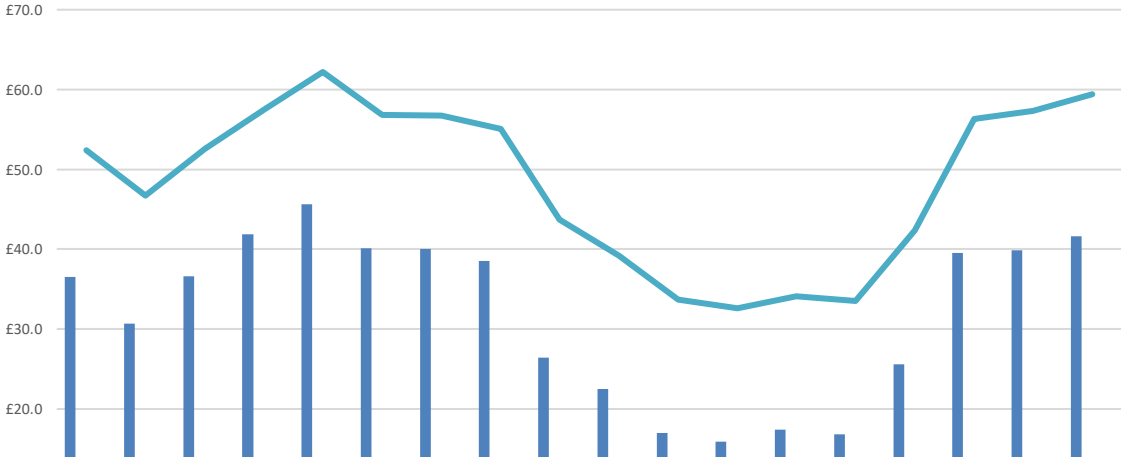
Action point	Status/Action Required	Resp	Due
1.0 Previous Minutes	1. August 2024 Meeting Minutes proposed by IB as accurate and seconded PS - All Agreed as true record. - Copies to be circulated - No conflicts of interest raised	Info	
2.0 Outstanding Actions	<p>1. Vending Machine status – Existing Machine is now condemned – GS provided a discussion on options – New reconditioned machine with or without existing coin mechanism – Discussion on purchasing reconditioned machine outright c£2400, or £2500 or look at Lease agreement – Discussion points on new machine , issues with future maintenance etc. v small fridge and consideration points for selling grips/balls – fridge v ambient and potential disposal of existing machine- GL to speak to his new contact to seek an option and GS to look at other option i.e. lease or machine</p> <p>2. Emergency lights Audit – GS & MB to review requirements and plan any remedial action ASAP deferred due to fire inspection on 13th Sept for whole of the site – KB explained that a PFA led independent report will be produced for all sections for remedial action – KB to advise and provide info to all for MBo and GS</p> <p>3. Running Machine incline function inoperative – MBr provided an update that all gym equipment has been serviced and it is noted that running machine incline motor is still broken – supplier to provide reconditioned motor to fix – c£150 MBr also advises some general repairs to weights equipment was required cost £150. Further comment was made to weights in general in that the weights equipment needed Renewing – General discussion followed on merits of sourcing new weights equipment, selling old equipment and Gym setup in general - proposed cost c£800-£1000.- MBr to take this forward and provide plan and action – BS to support on possible along with info from DC contact to help MBr manage this refurb and project</p> <p>4. Sponsorship & Merchandise review – KB confirmed that base graphic costs have been circulated – subsequent discussion on recently applied graphic Crt 2. MBo provided a summary of recent events, GL provided an invoice for discussion for sponsorship and questioned suitability of installed graphic. General agreement that a discussion to be had with member and advise current sponsorship and code of conduct policies, costs – KB to communicate with member advising of next steps, circulate policies and actions</p>	<p>GL /GS</p> <p>KB/GS/MBo</p> <p>MBr/BS</p>	All Oct

	<p>required.</p> <ol style="list-style-type: none"> GL advised that sponsored walk meant that new junior shirts needed to be coordinated – New initial designs provided by GL and agreement to proceed with further designs /prices for coaches /juniors & restock- GL has coordinated a stock count and is aware of current stock General discussion on Banking contingency - Delay with bank details been set up so GL to proceed and escalate new signatures for bank accounts – signatures to look out for messages from Lloyds etc. to proceed Honors board still to be updated - Ongoing & Outstanding- MBo to coordinate and advise, GL to update web details Discussion around maintenance – Boards still to be put back up and one light still out on Crt 3 – GS flagged as potential risk and requirement of scaffolding to be used. Floor marking also raised as a concern – DC offered his ladders and GS/MBr offered their time to support DC to remedy the board issues. MBr confirmed he can set up scaffolding and fully certified to coordinate if required 	<p>GL</p> <p>GL</p> <p>MBo/GL</p> <p>MBr/GS/DC</p> <p>Info</p>	
2.0 Treasurers Report	<p><u>Narrative:</u></p> <ol style="list-style-type: none"> Membership renewals and subscriptions are now in. The annual membership budget target has already been surpassed. Actual of £20k versus £17k budget for annual memberships. Vending machine continues to be out of use resulting in loss of income. Potential for stock to go out of date. Legal fees were an unexpected cost due to concerns over PFA operating outside constitution. Actions backed by members feedback survey. £0.75k + £0.55k Tennis may compensate depending on outcomes. Threats to a sustainable squash future are: PFA Handover to new Chair and team. May uncover unbudgeted costs. 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. Await PFA handover to new PFA chair and team. 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. Unexpected maintenance. 		

NSC Cash Income 2024-2025



NSC Account Funds 2024-2025



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3.0 Membership	<ol style="list-style-type: none"> 1. MBr provided an update stating that there was positive upturn in annual and monthly members compared to same period last year, 2. KB confirmed 50 more monthly members than Aug 2023 and membership numbers for Sept 2024 were more than Sept 2023 numbers – a positive situation 3. MBr asked all committee to implement spot checks on Fobs and a general discussion on fob allocation followed. 4. Letters issued to committee providing services to club 	Update MBr All	All Oct
4.0 DCSRA Fixtures & Information	<ol style="list-style-type: none"> 1. General discussion on teams & squash levels 2. GL confirmed positive number of members submitting their names for team matches – a healthy position to be in – some concerns raised and discussed just to highlight potential risk 3. MBr confirmed teams’ names and implications on squash levels and team attendance by name. 4. GS reconfirmed that code of conduct was in place and all named submissions need to be reminded of the policy -KB to remind all 5. General discussion on food/Beverage fees and GL confirmed £20 food £5 juniors and proposed to go to £40 across the board for all team games – all agreed 6. MBr to supply fixtures to recreation club so they are aware of arrangements 7. General discussion on club night and changing nights for short-term clashes with team matches 	Info KB MBr	
5.0 Competitions & Event	<ol style="list-style-type: none"> 1. Monrad competition confirmed by PS – positive in that 2. Bronze event – no further progress 3. Yarm junior event confirmed by Mbo 	PS	Oct
6.0 Club Issues	<ol style="list-style-type: none"> 1. Information provided by DB via IB that all coaches to have enhanced DBS checks in place 2. Any safeguarding concerns are to be escalated without delay to DB 3. DB confirmed dates and issues to be written down and escalated to her so she can take appropriate action and provide advice and next steps 4. General discussion on Non coaching DBs checks – GS to progress his application with 3rd party 5. KB confirmed 6 coaches now in place and signed off with ES 6. Sponsored walk – £1500 now in and further monies to be banked G: confirmed that T shirts to be issued 	Info KB PS DB	
7.0 H&S Maintenance	<ol style="list-style-type: none"> 1. Original sauna element repaired but new element now offline – GS to investigate 2. PIR replaced by GS 3. Crt 3 board to be relooked as per previous 		

	<p>14. Emptying light meters needs to be shared amongst Committee – general duties discussed and how activities are completed when key persons are on holidays</p> <p>15. GL suggested a list of key housekeeping tasks to be completed, GS to complete a list of key activities so they can be completed on weekly basis</p> <p>16. Gents Toilet – leak to be repaired – GS</p> <p>17. KB suggested a wipe off board planogram to assist following GS suggestions</p> <p>18. Club night discussion and committee involvement discussed – Mbo suggested move it to Thursday, DC suggested ask the club to see what they want, MBr/IB confirmed it felt better to relaunch in October and on a Thursday – Meeting closed 21:45</p>	<p>GS</p> <p>GS</p> <p>KB/GS</p>	
11.0 Next Meeting	1. Tuesday 1.10.2024	Info	