

Minutes of Sellindge Sports and Social Club Committee Meeting

Wednesday 10th October, 2012 – 7.30pm

1) Attendance & Apologies

In Attendance

| | | | |
|---------------|-------------------|--------------|-----------|
| David Crumley | Jenny Hollingsbee | John Collins | Ian Birch |
| Stephen Pope | Richard Spokes | Dave Motley | |

Note – Nick Hollingsbee joined the meeting at 8.45pm

Apologies

Apologies for absence were received from:

| | | | |
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| George Oakley | Nick Hollingsbee | Caroline Crumley | Angela Pumfleet |
| Sarah-Jane Sandy | Susie Smith | Sandy Drury | Gavin Wood |

2) Review and Approval of Minutes

The Minutes were reviewed but as no members (bar the Chairman and Minute taker) were present at both this and the previous meeting they could not be ratified.

3) Membership Report

The matter of under 16's Juniors (U16's) requiring a parent/guardian to join SSASC when U16's wanted to join, for example the Tennis Club, was discussed. Jenny explained the original Constitution was worded so that no U16's could be Members due to the Club having a licensed bar, and this had resulted over the years in the principle/standard practice being that any U16s needed to be accompanied by an adult Member (generally being a parent/guardian) who would sign up as a Member on their behalf and take responsibility for them on club premises. This is a grey area as clearly the SSASC needs to encourage Youth - not for them to be made to feel unwelcome. Another factor to consider is, should there be undesirable behaviour by an U16 then who takes responsibility.

Action – David to discuss with a lawyer contact of his to ensure we understand our obligations as per the current legislation (where there has been significant change from when the Constitution was first formed), to carefully consider before any changes are made.

Dave M gave a summary of up to date membership numbers, confirming 8 additional members (5 Social and 3 Bingo/Whist) had joined in the last month. This brings the total members for 2012 to date to a total of 486. This is 147 lower than the 633 total for 2011. Due to the U16's discussion above, it was agreed the U16's Tennis Club membership issue would be 'put on hold' for now. Stephen asked if Dave M had received the 13 membership forms for the new Tennis members, with payment, he had left behind the bar with Steve. Dave M thanked Stephen, stating he would collect and process these after the meeting.

Actions outstanding from previous meetings

- i. Caroline to contact the Zumba Club instructor to ensure all participants are members of SSASC
- ii. David and George to finalise the Agreement for use with Clubs such as Zumba

- iii. All to inform David with the points to include in a redraft of the Constitution. David will then decide how to progress.
- iv. David and Dave M to review and assess how the Club complies with DPA, keeping a record on file

4) Treasurer's Report

John reported George has hired a Cleaner for the Club. John raised the matter of the continuing outstanding building works completion and the final payment issue thereof.

Action – David to email the Architects outlining the current position and seeking to finally conclude the matter.

John explained the matter of de-registering, or not, from VAT is complex.

Action – John and George to seek expert guidance to agree the appropriate action

John added the direct debit for waste has come out of the account.

Actions outstanding from previous meetings

- i. George/John to meet the current Insurance Underwriter's Assessor at the Club to obtain an assessment. Once accomplished, there is a need to review options including obtaining quotes from other Insurance companies
- ii. Nick to purchase a strimmer and safety equipment at the most cost effective time over the winter

5) Fundraising Report

Bonfire Night – In Nick's absence, David reported many aspects have been put in place. This year a Vintage Playground with rides will also be here, located in the bottom corner. We need to check we are covered on the Club's Public Liability Insurance for this event. Nick upon his return will organise a meeting to progress the remaining issues.

Action – Nick to organise of meeting of people involved to action outstanding issues.

David reported that Caroline had submitted the Accounts by the end of September for the matched funding application towards the goal posts.

Discussion moved on to the Black Tie event, being held on 24th November.

Actions outstanding from previous meetings

- i. George to follow up the Playground quote, including the lack of discount
- ii. George to put up a laminated copy of the latest Playground drawing in the Clubhouse
- iii. George and David to meet Stuart Pettit of Kompan re agreement and funding
- iv. Sarah-Jane to progress obtaining the outstanding £75 re the Garage Safari from the Parish Council
- v. David to obtain funding from the Parish Council by writing a letter for Playing Field maintenance, Play Park, etc.
- vi. David to pursue drainage of field with Nick and Ian

6) Clubs & Society Updates

- a) Bowls

Lawrence Harvey has emailed David re 1) vandalism caused by use of the wheelbarrow on the green which left a gouge out of the surface and 2) the shed (with tools) which had been broken into. David stated we are looking at additional lights and cameras, which the bowls club may also want to consider when the club's planned works are agreed and commence.

b) Junior Football

Richard explained about an intermittent power problem in the storage shed. Power comes in from the Bowls side, to feed the Football side of the shed. This needs to be split through a junction box so should the Bowls Club take out the plug, then the rest of the shed does not get cut off.

Action – David to organise (see Section 7 below).

Richard asked what David would like doing with the invoice for half of the Goal Posts currently owned by SABFC. David explained the matched funding application has only just been submitted and we are waiting on the outcome of that before buying the Goal Posts outright and so would then settle the invoice. If no matched funding is available, then SSASC may offset this season's junior football rent against the remaining half.

Action – David to progress the payment of the SABFC 'Goal Posts' invoice.

Actions outstanding from previous meetings

- i. David and John to ensure the Goal Posts are added to the Club's insurance.
- ii. David to progress the removal of moles with Nick and Stephen
- iii. David to obtain a key for the Goal Posts for the Sunday Football Club
- iv. Gavin to provide a fixture list for SABFC games, which includes the time they will finish with the Playing Fields on each occasion
- v. David to complete the contract with SABFC for the current season

c) Sunday Football

David explained the Sunday Football Team will be playing 18 league games, including limited Home games, although there will be additional friendlies.

Actions outstanding from previous meetings

- i. David to meet Richard, Gavin and Adam to discuss/resolve football pitch matters including marking and shared use of/access to the new Goal Posts
- ii. David to complete the Contract with Sellindge Swans, including the charges and fixtures.

d) Tennis

Stephen stated they are in the process of getting the trees cut. It was agreed these could be put on the Bonfire the day after Bonfire night. A new sign is being put on the wire fencing of the tennis court explaining how to join the tennis club, etc. Stephen has taken care of most of the moles with the remainder in progress.

e) Whist & Bingo

No issues were raised.

7) Club Works, Maintenance & Security

The Building works, including closure, has been covered above. David met Phil Manning to explain what we require including a look at the floodlights so that Phil is clear. David will update Phil re the electric work required for the Bowls shed (see Junior Football section).

Action – David to contact Phil Manning re Bowls shed electrical work requirements.

Phil was happy to keep out of the Security Camera work. John stated his son-in-law worked for ADT, and had done this for Airport Café.

Action – John would give David's phone number so his son-in-law could contact David.

A Security concern was raised by David and Caroline following an impromptu visit on Monday (to let in a new Class), where they found both the door to the field was unlocked and the changing room door unlocked. Security must be tightened so all doors are kept properly locked when the Club is unattended. All key-holders, including the Cleaner, need to be aware of their responsibilities.

Action – David to remind all key holders.

Actions outstanding from previous meetings

- i. David to confirm work required, etc., in writing and ensure all is completed before authorising any payment of the bill (refurbishment of club house).
- ii. Nick to advise David of 3rd party tradesman (for football ground works)
- iii. David to source quotes based on the updated plan from recommended tradesmen

8) Club Bar & Catering Management

No issues were raised.

Actions outstanding from previous meetings

- i. David to circulate comments already received.

9) Youth Club

Sarah-Jane and Caroline are hopefully meeting Kent Youth next week and will report back next meeting.

Action – Sarah-Jane and Caroline to meet Kent Youth

Actions outstanding from previous meetings

- i. Caroline to convene a meeting to progress the establishment of a Youth Club
- ii. Sarah-Jane to work with the individual who has caused damage to the Bowls Club.
- iii. Caroline and Sarah-Jane to discuss with Jenny, reporting back suggested actions.

10) AOB

Jenny thought she had a report on 'the Playing Fields land' from the early days, which could be useful. Jenny raised the matter of the Club having an official opening once the Building

Works are complete. It was thought the Football finals day could be an ideal opportunity for this. The Honours Board was discussed, where Jenny was asked to add the missing names.

Action – David and Jenny to progress the Honours Board.

David stated that the Clothing event held earlier in the year (under the name Jumpers for Goal Posts) raised good money and she now had found someone who would pay 50% more at 60p per kilo. Caroline would progress a new collection of clothes and toys etc.

Action – Caroline to progress.

David added that Caroline would do a cuddly toys stall at the Club's next boot fair, using the previously unsold jumble sale toys donated by the NCT following one of their recent sales

Jenny wanted to say a special thanks to all on the Committee for all their excellent work since their election earlier this year.

Actions outstanding from previous meetings

- i. David to issue the actions from this year's AGM
- ii. The History of the Club 'photos and trophies', including the opening ceremony with the Henry Cooper photo to be put up in the Club.

11) Date, Time & Venue of next meeting

Wednesday 14th November at 7.30pm at the Club.

Meeting closed at 9.05pm.