

## **Ashbrooke Sports Club Limited**

### **Minutes of Trustees Meeting of 10 March 2015**

#### **1 Attendees**

Tony Watt (Chair), Peter Fenwick (Secretary), Tony Clark (Treasurer), Chris Brown (assist. Treasurer), Stephen Crute, Barry Gristwood, Stephen Allen. Howard McCain and Eric Alderson, squash members were in attendance.

#### **2 Apologies**

There were no apologies.

#### **3 Minutes of Last Meeting**

The minutes of the meeting held on 16 February had been circulated prior to the meeting and were duly approved and signed.

#### **4 Matters Arising**

Matters arising would be dealt with under the appropriate agenda items.

#### **5 Correspondence**

Correspondence would be dealt with under appropriate agenda items.

#### **6 Finance**

- The meeting was updated regarding the preparation of the annual accounts. A meeting had been arranged with the Auditors next week to deal with queries and a meeting of the finance committee would take place thereafter. Discussion took place as to whether the same problems were likely to occur for the accounts for year end 31 March 2015. The treasurer anticipated they would not as the current board had been in office for that period and the new accounting procedures put in place had taken effect. An AGM will be arranged once the accounts are available and information for year ending 2015 sent to the Auditors in May.
- The lack of accounts for 2014 had led to a breach of the banking covenant as had the legal charge which had been registered for Sport England arising from the drainage grant. Letters had accordingly been received. A meeting will take place with the bank once the accounts are available.
- Amounts held at the bank stood at circa £30k. The expenditure recently incurred on ground machinery maintenance was noted. Bar turnover was down but compared to other licensed premises this was not unexpected.
- Discussion took place regarding auto pension enrolment and how this would affect the financial situation given the number of employees engaged by the club. This will be looked at in more detail and the

meetings thanks were expressed to Howard McCain who was able to provide some insight into the situation.

- The meeting was updated regarding the New York Productions claim and the response received from previous trustees involved with this company. It was agreed a meeting will take place with those trustees.
- Employment contracts with existing employees were again discuss. Stephen Crute agreed to take this further and the additional information required was discussed.

## **7 Ground/Premises**

- Interest in the forming of a ground committee was encouraging. John Tate from rugby, Maurice Holmes from tennis, Peter Fenwick from cricket and Dennis Gibson from bowls had all agreed to participate. The desirability of a squash member attending was discussed and a name will be forthcoming after approaches have been made.
- Approximately £5k had been spent on machinery used on the ground. This together with management of the ground staff will be high on the agenda for the ground committee to consider.
- The fire alarm for the premises needed updating/replacing. A quote was expected soon and it was agreed that the replacement would if possible be phased. As a consequence the redecoration of the entrance corridor would be delayed until work on the alarm in this area had been completed.
- The suppliers of the new chairs for the bar had advised that these would not be available until a further month.
- The lease on the cctv system had come to an end. After discussion it was agreed that the system would be purchased outright in the sum of £361 inc vat.
- The repair works on the bowls pavilion had been completed.
- The meeting was updated on the works being carried out by squash members to reinstate the glassed back court previously used as a ladies gym.
- The works on the small kitchen following the donation of units and materials from Gentoo were nearing completion.
- Some work was required on the perimeter boards around the tennis courts.
- Some carpet tiles donated by a member would be fitted around the office entrance area.
- Complaints had been received regarding a trench on the ground which the ground staff continually fill with sand which gets blown out. This had been raised with them before. They will now be instructed to fill it with soil.
- An inspection of the ground will take place on 17 March by Premier League officials to ascertain its fitness following on from the drainage work last year. Concern was expressed at the current state of the outfield. The last rugby home game on the ground will take place 4 April the

remaining drainage work being carried out on 7 April. Top dressing and seeding will also take place with the cricket season commencing 18 April.

## **8 Events/Marketing/Development**

- It was noted that office staff continue to advise those interested in hiring rooms for events that they are obliged to use Amore as caterers. They will be instructed again that this is not the case.
- Michael Winter had kindly done a considerable amount of work in building a website for the club. A link for this had been circulated and comments were invited all of which were positive. Stephen Allen agreed to liaise with Michael in taking this forward. The meetings thanks were extended to Michael.
- The meeting was updated with progress being made by Ashbrooke Sports Club FC in their inaugural Sunday League football season and their plans for the future. They had been a welcome addition to the club as a whole and wished to cement that relationship further. Their offer to take 15 full sporting memberships was accepted and it was agreed that £500 would be reimbursed as a contribution towards their pitch hire fees. The memberships would run from 1 June to 31 May to align with their playing season.
- Howard McCain updated the meeting with the progress being made by squash members to set up a committee, refurbish court 4 and their plans for the future including youth development. One of their members will be welcomed as a trustee when formally elected. The "last Saturday in the month" socials were also going well.
- The cricket section dinner on 27 March was again highlighted.

## **9 Sectional Reports**

No sectional reports were taken.

## **10 A.O.B**

There was no other business.

## **11 Date of Next Meeting**

31 March at 7pm.

The meeting closed at 8.45pm

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**A.M.Watt**

31 March 2015

