

## **Mote Squash Club Committee – Meeting Minutes – 3<sup>rd</sup> Jun'19**

### **Present:**

Tim Casey	Chair
Simon Muir	Treasurer
Alastair Hill	Club Secretary
Chris Cox	Membership Secretary
Russ Mason	Social Secretary
Jason Goodayle	Club Captain
Claire Goodayle	Junior Coordinator

### **Apologies:**

Adrian Humphries	Vice-Chair
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### **SUMMARY:**

Standard meeting – main discussion was around maintenance activities and preparations for the PSA Tournament.

### **1. Administration Update**

The April minutes were approved by the Committee by e-mail and were issued ahead of this meeting. No further comments received.

England Squash survey completed by AH on behalf of the club. Some useful support aides from England Squash may be made available.

Kent SRA AGM is being held at Bexley Park SC on Wednesday 26<sup>th</sup> June – we will endeavor to send at least one representative.

**From previous meeting:** The Committee have reviewed and approved an updated set of 'Club Rules'. The updates are mainly to reflect current practice and provide better clarification in some areas, but there are also a couple of proposed changes to improve the day to day running of the club. The proposed new rules will be sent out to all club members in the summer ahead of an EGM where members will be asked to vote on the proposed revision. The EGM will take place immediately before the AGM in September.

### **2. Treasurer's Report**

*Bank Balances:* 10th June 2019

Current account: £50,127

Deposit account: £11,250

Total: £66,861

*Major outgoings:*

Payments outstanding: Final payment to Ryan Leisure for court upgrades (£2,576), Ben Ford outstanding, electricity bill has been outstanding for several months. All to actioned asap - SM

*Major incomings:*

Subscriptions: £21,217 running total (+£273 since last mtg)

Large outstanding invoices pending: Kent Squash for court fees. Insurance claim for recent burglary is being followed up.

<b>Action:</b>	Follow up claim with insurance company re fire door and replace asap	<b>Simon</b>
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2018-2019 club accounts are being finalised for review at the next Committee meeting.

### **3. Membership Secretary's Report**

Additional 6 members from last month – currently membership stands at 231 members.

Peak	95
Off Peak	27
Family	24
Senior	13
Junior and Student	65
Honorary	7
<b>Total</b>	<b>231</b>
<b>Subs</b>	<b>£21,217</b>

Chris has let it be known he does not wish to continue on the Committee after the AGM. The Committee agreed that we should actively promote the vacancy.

<b>Action:</b>	Broadcast message to members advertising the pending Membership Secretary vacancy – interested people to follow up with Tim Casey	<b>Complete</b>
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### **4. Juniors Report**

Junior team matches have now finished. Mote 2 came 2<sup>nd</sup> in Division 2, Mote 3 won Division 4, and Mote 12A came 2<sup>nd</sup> in the U12 Division. Medals and trophies are pending! Well done to all the teams over the season – the club has been exceedingly well represented by all!

Another 2 successful Mid-Kent leagues took place on Saturday 4<sup>th</sup> May & Saturday 1<sup>st</sup> June. Thanks to Claire and Jason as usual! The final round prior to the summer will take place on Saturday 6<sup>th</sup> July.

The club have been successful in receiving another Golding Homes grant. Steve Franks will follow up.

Discussion was had with regard the role of Welfare Officer. Although Claire carries this out in her capacity as Junior Coordinator, there is a need to formalise this and so steps will be taken to close this gap.

<b>Action:</b>	DBS checks to be reviewed to ensure all in date for all coaching staff who coach juniors. Publish on notice board along with coaching team info	<b>Claire</b>
<b>Action:</b>	Review make-up of teams for next season to ensure teams are in the right league and with the right numbers to play regularly, as well as team management	<b>Claire / Jason / Alastair</b>
<b>Action:</b>	Welfare officer requirements to be followed up and implemented	<b>Claire</b>

### **5. Club Captain's Report**

The Priory Winter Team won the Mike Westrup Cup competition by beating Canterbury 2 in the Final held at Thanet SC on Friday 17<sup>th</sup> June. Well done boys!

Summer Leagues have started and both teams are winning more than they are losing ..... to help encourage more support for team matches, there will be a happy hour from 8 – 9pm when the teams are playing at home (broadcast message sent out).

Club Championships are well advanced – the Squash honours board is as follows:

- Club Champion – tbc (Mark Steeden vs Ben Goodayle - match to be replayed due to injury)
- Ladies Winner – Maddy Hill, Runner-up – Alice Hill
- O50 Winner – Jason Goodayle, Runner-up – Nick Peel
- U19 Winner – Tom Goodayle, Runner-up – Harry Mason
- U13 Winner – Lilia Cordey, Runner-up – Dan McLaughlin

- Plate Final Winner – Alastair Hill, Runner-up – Dean Farrant
- Ladies Plate Winner – Lottie Hill, Runner-up – Rebecca Cox
- O50s Plate Winner – Lloyd Chinsen, Runner-up – Russ Mason
- U19 Plate Winner – Luke Mount, Runner-up – Harrison Seal
- U13 Plate Winner – Lyubi Tinchev, Runner-up – Archie Fuller

Squash doubles and Racketball finals will be played in due course, as well as the replay of the Main Squash Final.

#### **Future planned Squash / Racketball events:**

Friday 21 <sup>st</sup> – Saturday 22 <sup>nd</sup> June	PSA Event
Sunday 23 <sup>rd</sup> June	Mote Junior Open

<b>Action:</b>	PSA Tournament and Graded Tournament to be promoted via social media outlets between now and tournament	<b>Ryan - ongoing</b>
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#### **6. Social Matters.**

##### **Future planned Social events:**

Saturday 22 <sup>nd</sup> June	PSA Party & BBQ
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#### **7. Health & Safety & Maintenance.**

The status of the high priority maintenance items is as follows:

Priority	Project	Owner
#1	<b>Men's showers</b> – extraction fan appears to have failed	<b>Tim</b>
#2	<b>Men's showers</b> – complete painting of area and investigate restricted flow	<b>Jason</b>
#3	<b>Ladies showers</b> – investigate extraction fan	<b>Jason</b>
#4	<b>Ladies showers</b> – mixers and heads to be changed and shower area deep cleaned	<b>Jason</b>
#5	<b>Bar glass washer &amp; surrounding bar area</b> – replace washer and make good bar area	<b>Russ</b>
#6	<b>Smoke detectors</b> – install at strategic points around the club so that all areas are covered	<b>Chris</b>
#7	<b>Court heaters</b> – Court heating override buttons downstairs outside each court	<b>Chris</b>
#8	<b>Door Entry System</b> – confirmed that processor to be replaced asap	<b>Chris</b>
<b>Completed in last month</b>		
	<b>Electrical circuit board upgraded</b>	
	<b>Men's shower mixers/heads replaced and area deep cleaned</b>	
	<b>Fire Risk Assessment</b>	
	<b>Asbestos survey</b>	
	<b>PAT testing</b>	

<b>Action:</b>	Start to generate a Maintenance Log to start to formally record what the key regular maintenance activities required actually are, and when they are required to be done eg. Gas statutory checks and servicing, Electric statutory checks, Water checks, Fire risk assessments etc etc. Committee to then review, add as required, and to then agree how to action	<b>Adrian / Jason</b>
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General Risk Assessment has been carried out and is under review.

A quote has been received for replacing the old court heaters – this will be reviewed in a few months once the urgent remedial actions have been closed out.

The door entry system needs modernisation – this will be reviewed at a later date alongside a wider review of club infrastructure.

Confirmation that a Maintenance Book is behind the bar for all members to utilise to report any faults / concerns. Broadcast message sent out to all members for awareness.

*Other Ongoing Maintenance Items:*

<b>Action:</b>	Roof has been inspected and clean-up and minor repairs required. Date tbc to carry out works	<b>Adrian</b>
<b>Action:</b>	Regenerate new court meter from spares of 3 old ones	<b>Russ/Simon</b>
<b>Action:</b>	Create a bar staff parking space close to the club door	<b>Jason</b>

**8. Technology.**

<b>Action:</b>	Review website for upgrade opportunities with particular focus on coach/junior section	<b>Ryan</b>
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**9. Any Other Business.**

British Airways carbon fund grant – potential to access funding for solar panels. This would be at no cost to the club. Once fitted, the club would sell any surplus energy back to the grid.

<b>Action:</b>	Complete grant application form	<b>Simon</b>
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**Date for next meeting:** Monday 22<sup>nd</sup> July, 2019