MINUTES

Meeting	**Appleby Frodingham Squash Club**
Minute No.	**09-2022**
Description	**Committee Meeting**
Date	**5 September 2022**
Time	**6.15 p.m.**
Location	**AFSC Lounge**

Present	**Bert Cotter**	**Chairman**	**BC**
	Lynne Wattam	**Club Secretary**	**LW**
	Marc Taylor	**Committee Member**	**MT**
	Steve Hame	**Committee Member**	**SH**
	Eddie Docherty	**Committee Member**	**ED**
	Rob Lammin	**Committee Member**	**RL**
Apologies	**Stu Lister**	**Committee Member**	**SL**
	Paul Matthewman	**Committee Member**	**PM**

Distribution **All Present**

1.00 INTRODUCTION & APOLOGIES — ACTION

1.01 BC opened the meeting at 6.15 pm and welcomed everyone. There were apologies from Stu Lister and Paul Matthewman.

2.00 MINUTES OF PREVIOUS MEETING

2.01 The last set of Minutes from 1 August 2022 were noted as a true record of that meeting. This was agreed by BC and seconded by ED.

3.00 COMMITTEE CHANGES

3.01 BC advised that since the last meeting, Soni Crompton had now left Scunthorpe Squash as she had made the decision that she no longer wished to play for personal reasons, so resigned from the Club leaving her role as Treasurer and Membership Secretary as of 31 July 2022.

Kev Robinson had also tendered his resignation from the Committee for his own personal reasons. This took effect from 1 August 2022. KR would however, continue with Stu Lister to provide junior coaching and squash league tables and updates.

3.02 LW suggested that perhaps we needed to have at least two more people join the Committee and would draft a poster to put up in the Club. **LW**

3.03 BC advised the Committee that LW had put her name forward to take over the role of Treasurer and Membership Secretary for the time being. This was approved by everyone present.

So the Committee now stands :-

Chairman – Bert Cotter
Vice-Chairman – Stu Lister
Welfare Officer – Stu Lister (SL agreed at last meeting to undertake this role)
Membership Secretary – Lynne Wattam
Treasurer – Lynne Wattam
Club Secretary – Lynne Wattam

4.00 MEMBERSHIP / SUBSCRIPTIONS

4.01 LW stated that at present she was unable to provide accurate figures of current members but estimated this to be around 100 with around 10/15 juniors. This would be advised to the Committee as soon as correct figures established and updated for the next meeting in October. **LW**

4.02 Unpaid honorary members AFWAC fees unpaid – BC explained to the Committee that any honorary members were still required to pay AFWAC fees. SH will sort his payment out direct with AFWAC before the next meeting. BC advised if this payment was not made there would be an exclusion from the next meeting. **SH**

5.00 FINANCE & SUBSCRIPTIONS

5.01 [redacted]

APPLEBY FRODINGHAM SQUASH CLUB
Brumby Hall, Ashby Road
Scunthorpe, North Lincolnshire DN16 1AA
t +44 07411749293 www.**afsquash.com**

5.02 In terms of committed spend to pay out once the banking sorted, it was estimated that there would be the [redacted] and the general bills for the telephone and broadband. BC advised that there was still a further 6 months remaining on the BT contract and the Committee would review a replacement broadband only hub once this came to an end for cost saving purposes.

5.03 There would be payments to come out for Humber Squash £50, the Yorkshire League invoice £60 and a payment to England Squash for £640 to register team squash per court / per member. [redacted]

5.04 LW advised that she had been pursuing a refund for the River water cooler in the foyer and would report back at the next meeting. The Club own the water cooler outright and it was found we were paying high costs for maintenance which had not been undertaken. **LW**

5.05 Going forward the Club would maintain the water cooler. MT said he would look at replacing the leaking small water tap. **MT**

6.00 CLUB UPDATE

6.01 At the last meeting BC established the roles that required undertaking that Soni used to do. Now she has left, these are the roles, some of which (accounts / banking / membership) Lynne would be taking over.

- Accounts
- Accounts Auditing
- Banking
- Memberships
- Junior Coaching
- Welfare Officer

PM agreed to approach Richard Prenderghast to take over the Club's accounts auditing but the meeting was not aware of any updates. PM is required to follow this up. **PM**

Banking – Awaiting LW receiving log in details to access the accounts and change address of bank statements.

Memberships – LW will take over this role presently.

APPLEBY FRODINGHAM SQUASH CLUB
Brumby Hall, Ashby Road
Scunthorpe, North Lincolnshire DN16 1AA
t +44 07411749293 www.**afsquash.com**

Junior Coaching – with SC leaving this left only KR & SL to continue Junior Coaching. BC to speak to them both about the decision on date and time to advise the juniors/parents when coaching would recommence. **BC**

Welfare Officer – SL to make enquiries about taking over / commencing training. **SL**

6.02 Signage – court tins – LW to raise invoice to SL for court 4. Alan Borrill had already paid his invoice but had yet to fit his tin advertising. **LW**

6.03 Volunteers for Club tasks – BC requested that a number of things needed to be undertaken by Committee members on a regular basis and the following was agreed :-

Glass cleaning – SL – PM had already undertaken cleaning the glass at the back of court 3 and some of the windows in the club lounge had already been cleaned. This will be ongoing between PM & SL.

Court cleaning – RL confirmed he had been cleaning all four courts on a regular basis.

Coffee Machine – LW confirmed she would monitor and refill the coffee machine as and when required.

6.04 Minor repairs –cable trunking in the lounge – MT was going to fix this after heaters but did not get chance so will come and repair another day. **MT**

7.00 ANY OTHER BUSINESS

7.01 SH raised the issue of not being issued a list of non-returning members to AFSC. BC explained that as there had been a safeguarding issue flagged up that this would not be able to be dealt with. BC agreed to undertake a review of the current database and directory removing all those who had not rejoined. **BC**

7.02 Warm up room – BC advised that LW had made a start on this and tried to hoover the floor. LW mentioned that the Dyson hoover was not entirely sufficient for purpose for the nylon carpet due to the cross pile so it would be looked at replacing or getting a new stronger corded hoover. **LW / BC**

7.03 A get-together for Soni would be held near the end of September 2022 and two cards for signing by members would be left near the coffee machine for all members to sign. BC to drop a round robin email to everyone to advise. **BC**

APPLEBY FRODINGHAM SQUASH CLUB
Brumby Hall, Ashby Road
Scunthorpe, North Lincolnshire DN16 1AA
t +44 07411749293 www.**afsquash.com**

7.04 New heaters courts 3 & 4 – these had now been installed and tested but still needed programming for temperatures and hours to be set when they are on and off. To maintain temperatures and costs of running down, the windows above court 4 will be locked and court 3 door closed. Entry to the Club lounge and viewing galleries would be via the hall door. Also BC to source a door closer for court 4 and fit. **BC**

7.05 The Cricket pavilion has been renamed in honour of Alan Pilgrim who was a stalwart for the cricket section on Saturday, 3 September 2022 and BC attended. On viewing the pavilion area he commented that it was in a particularly bad state.

7.06 BC advised that the groundsmen were to be installing a new key code on the warm up room in due course and also replacing the sensors in the upstairs landing and stairwell.

7.07 The roof replacement had now been approved by the Council. They will be installing the new felt roof at a date to be agreed with AFWAC / Executive.

7.08 MT advised the meeting that mid-August there had been 4/5 lads in hoodies on the flat roof and they had moved the camera. This was reported to the non-emergency Police line on 101.

7.09 Server / booking system computer failure – the system had gone down due to a power failure which meant the booking system and the database with member information and fob access was lost temporarily. This has flagged up the need for a backup to be done on a regular basis. The unit was removed and repaired by a local computer company for £35. BC suggested going forward keeping the booking system on the pc in the lounge but moving the database and fob access equipment into the office. He would discuss this further with the man who supplies the fob and database. A computer upgrade or new pc for the office may be purchased but this would be looked at, costed and brought to the next meeting for approval. **BC**

7.10 Date of Next Meeting – it was agreed to hold the next meeting on Monday, 17 October 2022 at 6.15 p.m.

THE MEETING CLOSED AT 8.00 PM.

APPLEBY FRODINGHAM SQUASH CLUB
Brumby Hall, Ashby Road
Scunthorpe, North Lincolnshire DN16 1AA
t +44 07411749293 www.**afsquash.com**