



MINUTES FROM CHURCHDOWN CLUB LTD COMMITTEE (CMTE) MEETING

Date: 1st November 2021

In attendance:

Chair	Vice Chair	Hon Treasurer	Hon Secretary	Assistant Treasurer	Manager	CMTE members	Tennis Rep	Bowls Rep
Gina Jones			Clare Dare		Charlotte Nourse	Ian Willcock James Hull James Maud	Mike Speke	

Apologies:

Paul Brooke	Adam Doherty	Andy Grainger	Barbara Baker	Jon Evans	
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**Opening
welcome /
statement**

The Chair opened the meeting at 6:33pm confirming attendance.

**Minutes
from Last
meeting**

It was agreed that the minutes from the October 2021 meeting were a true and accurate representation of the discussion that took place.

**Actions and
matters
arising from
the minutes
of last
meeting**

- Maintenance schedule to be written – ONGOING see AOB
- Office clearance and organisation – improvement has been made - ONGOING
- Constitution of the club to be reviewed and updated – separate meeting to be arranged - ONGOING
- Lightbox to be installed - ONGOING
- Contact council regarding gate through to the park – ONGOING
- Retaining wall where the concrete shed was – quotes needed - ONGOING
- Lease agreements – Bowls’ and DeliPizza finalised and signed - ONGOING
- External hire agreements – booking forms and terms and conditions need to be written - ONGOING
- Find historical wall art - ONGOING
- Photographs of committee - ONGOING
- Christmas Rota and pay – Time and half agreed and rota published CLOSED
- Skittle players are Club members – All up to date CLOSED
- Finalise SA Glos Ltd Lease – solicitor to be contacted to finalise - ONGOING

**Bowls Rep
report**

No representative was available to attend the meeting – no report submitted.
Please find attached their latest committee meeting

<p>Tennis Rep report</p>	<p>Membership is quite high. The Club has seventy-seven members and about twenty-one (mostly children) do the coaching but are not members so that has meant over the year that £645 passed onto Churchdown Club.</p> <p>Need to look at the court refurbishment. A company will come out when the weather is better to clean, rebind and paint the courts. The courts are breaking down and becoming gritty. Date TBC (April time).</p> <p>Finances:</p> <p>Repainting costs about £6000 and lasts five to six years but it has been recommended to have a resurface. This costs £20000 – £25000. Fencing is not up to standard either and this will add to the cost. Combined cost is in the region of £40000.</p> <p>The Club needs to start fundraising or obtain grants. There is an application for a grant through Ben Evans ‘Growing Out Communities’ which is approximately £3000. The Club is looking at another grant which is a national grant but they are not hopeful and possibly</p> <p>AGM 16th November 2021 – looking into fundraising, membership fees, sponsorship.</p> <p>Winter league has started. One match played and won 7-1. Winter matches are usually one every two or three weeks. Playing Painswick this coming weekend.</p> <p>Club tournaments have been played. Had spectators and went well.</p> <p>Churchdown Club congratulated them on the win.</p> <p>Action asked from Churchdown Club – When looking into obtaining grants for maintaining the courts etc, the Club must speak to Gina before applying. The Churchdown Club need to have control over what is asked for or not so that responsibility is clear. It all needs to be documented and administered to ensure that the grant is used appropriately.</p>
<p>Treasurer report</p>	<p>£4246.14 profit made. £6991.97 in current account £750 cash £55600 in savings account £200 petty cash</p> <p>See attached Profit and Loss</p>
<p>Secretary report</p>	<p>Secretary thanked Mike Coughlan, Langley Wellington LLP Solicitors for all his help, advice and guidance with the lease so far. Mike has provided his services free of charge.</p> <p>Mike’s expertise is not the commercial side but has directed me to his colleague for further advice. This will be chargeable. Clare asked the committee if she could now pass on the lease to Jim Hickman and that Charlotte or Gina meet with him if needed as Clare’s working hours are the same as solicitors. Agreed by committee.</p>
<p>Mangers Report</p>	<ul style="list-style-type: none"> • Christmas events were shared and will be advertised on social media and the newsletter • Christmas rota was also shared • Charlotte asked that after the Bank Holiday on Monday 3rd January, that on Tuesday 4th and Wednesday 5th that the Club is closed – TBC • Staffing has had some challenges and concerns but this has now been addressed – ACTION staff social media • Still waiting for the Molson Coors Retro Calculation • Professional photography to be organised for the banners • Top car park was full and it was difficult again. Charlotte is chasing for lines and the hatching to be repainted

	<ul style="list-style-type: none"> The Club have taken over the maintenance and servicing of the external defibrillator. It does not belong to the Club. In case of use then the emergency services need to be called. The Club cannot give the code out
AOB	<ul style="list-style-type: none"> Spicy Aroma has asked if DeliPizza can be moved to the top part of the car park. This will not happen Week beginning 20th June 2022 – Grange Primary Academy to use facilities to allow children an opportunity to experience alternative sport. It encourages links with the community. Sunday lunches – this is still ongoing and after January the Club will be having a meeting with a potential provider. More furniture needed in the Club especially tall chairs (8-12) – ACTION Removal of picnic tables as they are uncomfortable and replace with more low-level tables/sofas to ensure tables are not taken from the lounge area when sport or bands are on - ACTION Electrical socket to be recommissioned in the outside toilet/storage room to allow the Tennis Club to charge the ball machine. The Club will not fund for the installation. It was suggested that the Tennis Club negotiate with the Bowls as they have access to electrical sockets. Steven Leaver has become a new member and set up his own local business. Has quoted £150 as a day rate for maintenance. Charlotte has asked for once a month for a day to hire Steven. Committee has agreed. If needed more, then the committee will discuss. Guttering has been quoted for - ACTION Work days to be reinstated in the Spring - ACTION Ian applauded the look of DeliPizza this Halloween and how it brightens up the outside of the Club. It attracts more people to the area and does not distract from Spicy Aroma or Churchdown Club signage. There has been lots of social media sharing between local businesses, which is amazing. Gina has asked for a separate meeting regarding Charlotte and her Performance Related Pay and the work she has put into the Club over this year. ACTION Cricket Festival – meeting 15th November 2022 with all other Club's. It looks like it is going to be expensive. Planning has started. After the meeting we will have further information to share with members to plan the festival if it is viable – ACTION Remembrance – the Club will create their own display and it will placed on the wall outside the entrance. The service will be at St Johns, Sunday 14th November 10am-12pm.
Date of next meeting	Monday 6 th December 2021 – 6:30pm

Clare Dare
Hon Sec CCL