

# Churchdown Club Committee Meeting Minutes

---

Date: 20 April 2026

Location: Churchdown Club

Chair: Gina Jones (Chair)

## 1. Attendance

Present: Gina (Chair), Jo (Secretary), Leo (Committee Member), Anna (Committee Member & Deputy Treasurer), Richard (Tennis Representative), Joyce (Bowls Representative), Grant (Treasurer), Patrick (Deputy Chair).

Apologies: Charlotte (Manager), Paul Hopkins.

## 2. Approval of Previous Minutes

- AGM minutes approved with an amendment: Barnwood rejection corrected from twice to once.

## 3. Reports

### Bowls Report

- Successful event with strong attendance.
- Open Day scheduled for 20 June 2026.
- Request for earlier Wednesday bar opening to support matches.
- Proposal to extend discount to visiting teams – deferred.
- Membership increasing (approx. 64).

### Tennis Report

- Season underway with four teams.
- Positive feedback from visiting teams.
- Coaching sessions ongoing (adult & junior).
- Planning application submitted for lighting.
- Fence and maintenance work planned.

### Manager's Report

- No report submitted.

### Secretary's Report

- No updated membership figures available.
- ASDA grant identified but club not eligible due to alcohol.
- Alternative funding routes discussed.

### Treasurer's Report

- New simplified reporting agreed (P&L, bank balances, key points).
- Current account: £32,183.30
- Secondary account: £10,368.75
- Savings: £34,301.68
- Approx. £15k outgoing expected.

### 4. Ongoing Agenda Items & Updates

- Club Strategy – ongoing.
- Access Project – new ramp approach agreed using existing steps; disabled toilet included.
- InPost Lockers – new location proposed (car park).
- EV Chargers – to revisit after resurfacing.
- Shed – progressing with groundwork and build.
- Banking – mandate updates ongoing.

### 5. Key Discussion Items

- Improved financial tracking and reporting.
- Catering pricing to include margin (approx. 15%).
- Staffing pay reviewed
- Cleaning standards to be reviewed.
- Letter received by Spicy Aroma solicitors. – See documents attached
- Mid-month working meeting to be arranged.

### 6. Action List

Confirm Wednesday bar opening for bowls fixtures	Charlotte
Review discount policy for visiting teams	Committee
Extend Mutual access to officers	Treasurer / Secretary
Arrange mid-month meeting	Gina
Develop ramp & toilet plan	Patrick / Committee
Review catering pricing	Charlotte
Mid-month working meeting	Patrick

### 7. AOB

- Communication and morale noted.
- Members encouraged to share local event information.

### 8. Date of Next Meeting

19<sup>th</sup> May 2026 7pm