

Churchdown Club Committee Meeting Minutes

Date: 09 February 2026

Location: Churchdown Club

Chair: Gina Jones (Chair)

1. Attendance

Present: Gina (Chair), Jo (Secretary), Paul (Committee Member), Anna (Committee Member), Linda (Bowls Representative), Richard (Tennis Representative), Grant (Committee Member), Hannah (Treasurer), Patrick (Deputy Chair), Charlotte (Manager).

Apologies: Leo (Committee Member)

2. Approval of Previous Minutes

- Previous minutes were approved with no amendments.

3. Reports

Bowls Report

- External works approximately 90% complete.
- Water harvesting project progressing; design to be submitted for committee ratification.
- National Lottery funding bid submitted relating to Bowls hut water ingress.
- Recruitment weekend reported as successful.
- Disabled parking provision to form part of wider Access improvements.
- Solar batteries and inverter installed in lower toilet area.

Tennis Report

- Appreciation recorded for waiving of Tennis rent for the year. (Bowls also expressed appreciation)
- Safety concerns raised regarding children accessing raised tennis area; fencing proposal to be explored.
- Volunteer day to be organised for shrub clearance; waste removal support arranged.
- League fixtures pending confirmation (expected April).
- Floodlight options under investigation (full installation approx. £40,000; alternative LED/portable options considered).
- Tesco promotional event to be coordinated where possible.

Secretary's Report

- Membership currently 611; variance attributed to renewal timing and database clean-up.
- AGM scheduled for 16 March 2026; pre-meeting 9 March 2026.
- Nomination forms to be issued in line with Constitution.
- Website update: retain 12 months of minutes; older minutes archived and available upon request.

Treasurer's Report

- Gross profit 62% (budget 55%); wastage within operational targets.
- December £6k above budget; YTD approx. £37k ahead.
- Forecast profit approx. £53k before depreciation.
- Committee voted (5-2) not to publish monthly P&L statements as not constitutionally required. P&L reports are very detailed and could be misconstrued.

Manager's Report

- CAMRA Gloucester Club of the Year presentation photographs awaited.
- Website redevelopment progressing positively; further content to be added.
- PAT testing and year-end stock take completed.
- Staffing update: one member of staff dismissed due to repeated short-notice absence.
- Charlotte attending Brains Brewery Cellar Management course.

4. Ongoing Agenda Items & Updates

- Community Strategy – ongoing.
- Access for All – awaiting Barnwood Trust response; resurfacing discussions ongoing.
- Solar panels close to operational; export options to be discussed with British Gas.
- Barclays mandate update pending; Barclaycard facility to be obtained.
- Website to include safeguarding policy and digital membership guidance.
- Shed proposal delayed due to weather conditions.

5. Action List

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| Submit water harvesting design for approval | Mark (Bowls) |
| Organise volunteer day for tennis area clearance | Tennis / Committee |
| Forward fundraising bulletin to Tennis | Secretary |
| Issue formal response regarding P&L publication | Secretary |
| Add policies and digital card instructions to website | Charlotte |
| Confirm Barclays mandate update | Patrick / Gina |
| Solar Panel commissioning day to be arranged | Patrick |

6. AOB

- Additional staff workload acknowledged and appreciated.
 - Committee thanked Deputy Chair Patrick. His company has recently completed Fire protection works at the club, servicing, supply of new equipment, replacement of faulty items, FRA. These services amount to more than £2500. Patrick has issued a 100% credit for these works.
 - Update on funding request from Parish Council. Parish council minutes stated that they had ‘offered’ CCA £30k to help them with an SLA which would be agreed at a later date. This 30k was in addition to another £30k they had been given. Churchdown Club Committee asked for the same funding to contribute to our Access For All. A presentation was given at Churchdown Club and an email from Cllr Ian Yates to state they had put our request to finance committee and request that we attend a full parish Council meeting to present. This was duly attended with a full presentation and 3 x months passed with no response. Parish Council chased for a response and the response from Clerk was that they thought we were attending to update them on our plans and no more. Alternative support and funding actively being sought.
 - It was recently found that the Bus Stop outside Churchdown Club is owned by Churchdown Club and leased to Churchdown Parish Council. Investigations ongoing.

7. Date of Next Meeting

Monday 9 March 2026 at 7.00pm