

**NOTES of a meeting of the Committee of Alford Squash Club
held at The Half Moon Hotel on Monday, 25th April 2016 at 8:00pm**

Present: Bob Karley (appointed Chairman of the meeting), John Hynes (Treasurer), Jim Coulter, Steve Brough, Ben Irving, Graham Hounslow and Geoff Allen (keeping these notes).

Apologies: -

- 1.1 **The Notes of the last Committee meeting** held on Tuesday, 1st September 2015 had been approved at the AGM held on the 1st December 2015.
- 1.2 **There were no matters arising** which would not otherwise be covered by the current Agenda.
2. **Treasurer's report:**
 - 2.1 The Treasurer reported that the last available Bank balances were £13,062.51 and £1,060.50 in the coaching fund;
 - 2.2 There had been no exceptional payments since the last meeting. However, the Club's insurance had been renewed with a slightly higher premium of £950 (which reflected a revised estimate of the cost of rebuilding the Club premises of £250,000). The Treasurer reported that the Bank balances were healthy for this time of the year;
 - 2.3 The outcome of our application for Discretionary Rate Relief is awaited;
 - 2.4 In accordance with recommended charity accounting practice, the Club's Accounts would ring-fence the £10,000 designated as being towards the repair/replacement of the roof of the building, or other essential repairs and renovations as a Cyclical Repair Fund (CRF);
 - 2.5 The Committee discussed a proposition to encourage senior membership, subscriptions for a couple living at the same address could be £70 per annum. Decision deferred for further consideration.
3. **Signage/sponsorship:**
 - 3.1 Jim Luck asked for an invoice for his advertisement/sponsorship for the year 2015/16;
 - 3.2 There is one advertising space available externally.
4. **Website.** The Chairman will check that the website is up to date. The Treasurer confirmed that the website is still being used for new member applications (and, in fact, it is the only way of obtaining membership application forms).
5. **Junior coaching/developments:**
 - 5.1 Ben Irving attended a course in Leeds at the end of January provided by English Squash and achieved the coaching accreditation to level 1;
 - 5.2 Agreed that the Club should renew its affiliation with English Squash;

5.3 Agreed that the Club should adopt the English Squash Child Protection Policy and the Committee should become familiar with it, including as to any requirement to appoint a Child Welfare Officer;

5.4 BI has been assisting Martin with the QEGS coaching and he is looking forward to developing sessions for pupils of other Schools locally.

6. Maintenance matters:

6.1 Extensive consideration of estimates received from various Contractors to renovate the mens showers and, at length, the Committee unanimously resolved to approve the specification and estimate of Derek Barnes (SB declaring an interest);

6.2 GH produced estimates to replace the Court heaters isolator switches (£260 approved) and complete replacement of the Court lighting by LED lights (£1,868 approved). Consideration of a third estimate for circuit breakers to control the use of the premises (£325) was postponed pending further advice being obtained as to the health and safety issues involved (especially if this disables the electronic locking of the door);

6.3 The Committee is to decide if this expenditure is all for CRF allocation in the Accounts.

7. Leagues/competitions -

8. Other business:

8.1 GH hoped that the booking sheet system would be moved to a ground floor location (and SB said he would put this in hand);

8.2 The Club should re-visit its Health & Safety Policy and review the need for risk assessment of the Club's activity. GH would produce a draft (perhaps from an English Squash model);

8.3 Agreed the Treasurer should purchase a standard First Aid kit from the local pharmacy.

The meeting closed at 9.15 p.m. and the date of the next meeting will be Tuesday, 7th June at 8.00 p.m. at The Half Moon.

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