

BASLOW SPORTS FIELD CIO

Trustees Meeting
Wednesday, 9th December, 2020
7.30pm

Via Zoom

Minutes

Present	Tony Buckham (Chair), Neil Mantell (Treasurer), Chris Lyne (Secretary), Andy Knowles, Stuart Cunningham, Becky Lyne, Louis Gay, Alison Gaines, Jonathan Holsgrove, Helen Watts, John Watts, Tony Mottram, David Gray.	
Apologies	David Robins	
1. Welcome and Introductions	TB welcomed everyone to the meeting and introduced DG who had carried out an examination of the financial accounts.	
2. Minutes of the Previous Meeting	Minutes of the previous meeting were agreed.	
3. Matters arising	<ul style="list-style-type: none">• No football representative had been appointed• TB met with J Hayley (formerly J Carnell) to discuss updating the website and other marketing tools. Another meeting is planned.• New floodlights have been purchased. A system for charging and storing the lights is needed.• The proposal to use the adjacent field for additional parking has been dropped. Efforts will be made to staggered KO times to avoid congestion in the car park. All other matters were discussed in the meeting.	TB to approach Matt Franks TB to meet with J Hayley TB to meet with CL to discuss CL to action
4. Finance	NM presented the accounts for the year to date. He explained that, due to the unusual circumstances, only £1,500 from the tennis club had been transferred to the MUGA restricted fund. NM raised the issue of whether such a fund was needed and could the money be put towards the store-room conversion instead. The current contract with DRgreencare was discussed. TB asked the trustees to approve that the current payment of £1,000 per month be continued to March 2021 and that the £125 outstanding on the purchase of a mower be waived and ownership passed to DR. Several trustees emphasised the	NM to discuss with tennis club

	<p>additional work done by DR and the value for money given. The proposal was approved.</p> <p>AG asked for clarification on who DR reported to and how his expenditure was monitored. TB said that he liaised with DR over any work to be undertaken and planned expenditure, but this was not always officially documented. TM suggested that DR be asked to keep a more detailed log of work carried out and of expenses incurred.</p> <p><u>DGDG presented his Independent Examination of financial statements to 31 March 2020. He</u> clarified his role was not to carry out an audit of the accounts but to exam in detail the accounts and make us aware of any points that needed addressing. He confirmed BSFCIO was complying with the Charity Commission’s regulations and that the Trustees were to be congratulated on the work they were doing. TB thanked DG for the thoroughness of his examination.</p> <p>NM outlined the income and expenditure for the year to date. Due to the COVID-19 pandemic, sports income had been decimated and the sports field had been heavily reliant on income from the vegan café, Contadino Atletas, and TryumphinLife. However, it had been successful in securing grants and donations totalling £22,000. Expenditure was mainly for maintenance and repairs. The balance in the current account stands at £19,193.</p> <p>NM proposed that next year the treasurer and clubs should work together to agree on affordable contributions to the central fund rather than one being imposed on them.</p> <p>TB thanked NM for his valuable work and for keeping the finances on track.</p>	<p>TB to discuss with DR</p> <p>NM to prepare a template and circulate to club</p>
<p>5. BSF CIO projects</p>	<p>TB proposed that the planned conversion of the store room into an additional lounge be postponed until spring 2021 to allow the CIO’s financial situation to stabilize. LG reported that the builder was not available until September 2021 but that he would approach possible replacements. CL agreed to pursue grant opportunities.</p> <p>TB outlined recent work carried out: replacement of cracked water pipe to the bowls club, erection of gate and fence at the start of the path to the tennis courts, purchase of Christmas trees and boiler repairs.</p>	<p>LG to approach local builders. CL to complete grant applications</p>
<p>6. Review of club policies: -Health and Safety -Safeguarding -Fire risk assessment -CCTV</p>	<p>TB, AG and CL have been working on updating the existing Health and Safety and Safeguarding policies and drawing up a new Equity policy.</p> <p>LG has completed a detailed Fire Risk assessment.</p> <p>TB will review the CCTV policy.</p>	<p>TB to action</p>

	<p>AG said it was necessary to make the policies easily visible and accessible on the website. TB suggested keeping copies of all policies in a shared cloud storage area.</p> <p>TB thanked everyone for their efforts and said the policies would be circulated for comments and approval.</p>	TB & CL to action
7. Contadino Atleta	<p>TB outlined the current situation with the vegan café in the sports pavilion. He felt there was tension in areas of responsibility and ownership of the pavilion and occasional conflict with individuals over access. However, he acknowledged the increased footfall and the additional income generated for the sports field. TM confirmed an incident where a child had been denied access to the toilets and was concerned about the possible clash of usage with other activities and individuals who wished to use the pavilion. NM emphasized that it was a sports pavilion first and a café second.</p> <p>TB suggested that Neil Angus at Contadino Atleta be allowed to continue as now during the Covid-19 restrictions and that he would draw up a new contract commencing April 2021. The contract would give sports teams priority access to the pavilion on match days and was therefore likely to be available for the café from Mon – Fri only. AK suggested any other interested parties should be allowed to tender. CL asked if managing the bar could be included in any contract. TB said discussions would be held in 2021.</p>	TB to meet NA and draw up contract
8. Football Festival 2021 – Decision required	<p>Due to the current uncertainty over the pandemic, it was decided to cancel the football festival in 2021. However, it was felt a smaller community sports event should be held. BL agreed to put forward a proposal and the evening of 25th June was agreed.</p>	BL to prepare proposal
<p>Club reports:</p> <ul style="list-style-type: none"> - Bowls - Cricket - Tennis - Football - TrYumph in Life 	<p>Bowls:</p> <p>There had been instances of anti-social behaviour and minor damage at the bowls club. A mock camera has been installed and the police informed. It is hoped that Bowls will resume in March 2021. A new mower has been bought and requires a new storage facility.</p> <p>Cricket:</p> <p>It is hoped to run a senior 2nd team and a Sunday X1 in the coming season. No decision has been made yet on whether to continue with an Astro turf or grass wicket.</p>	DR to price up the cost

	<p>The junior teams were able to complete most of the summer season matches during the school holidays and as a result attracted several new players.</p> <p>Tennis: Tennis has resumed again after lockdown. The mixed doubles ladder has proved very popular and resulted in more matches being played in the evenings.</p> <p>Football: No representative was present. TB reported that several new teams had requested to play their fixtures at Baslow but, due to government restrictions, very few matches had been played. A trustee is needed to represent football.</p> <p>TryumphinLife: BL reported that many people had continued their monthly subscriptions during lockdown and so the sports field would benefit from these payments. There had been the usual reduction in numbers participating in the activities through the autumn and winter, but numbers for the holiday camps had increased. Future plans include offering a student internship to manage the TryumphinLife activities and the development of more on-line resources related to running which could have spin-offs for the sports field.</p>	
<p>AOB Roles of Chairman, Treasurer and Secretary – AGM June 2021</p>	<p>TB reported that all members of the executive group, TB, NM and CL would be standing down at the AGM in June 2021. He emphasised the enjoyable and fulfilling nature of the roles. The posts would be advertised amongst local network groups and asked trustees to consider taking on the roles and/or asking other members of the local community to do so.</p>	<p>Trustees to spread the word</p>
<p>Dates of Meetings 2021:</p>	<p>Proposed Dates for 2021 (All commencing 7.30pm in the Pavilion or via Zoom) Wednesday 17th March Wednesday 23rd June (including AGM) Wednesday 22nd September Wednesday 8th December</p>	