

**Baslow Sports Field Charitable Incorporated Organisation
Minutes of Inaugural Trustees Meeting**

Present:	Peter Holt (Chairman), Neil Mantell (Treasurer), Alan Wilson (Secretary), Peter Barlow, David Neath, Mike Booker, Helen Watts, Chris Brown, Peter Ledbetter, Becky Lyne, David Robins.
Apologies:	Matt Poole, Chris Lyne, Phil Morton
Date:	Wednesday 29 June 2015 – 8.30pm in the Cavendish Pavilion

	Topic	Discussion	Action
1.	Opening Remarks	The Chairman began by welcoming everyone to the first BSFCIO Trustees meeting.	
2.	Election of Co-opted Trustees	The Chairman said that the first item to deal with was the appointment of Tony Buckham as a co-opted Trustee. Peter said he had been grateful for all of Tony's work and support in the previous year and was proposing him as a Trustee. This was seconded by Neil Mantell and unanimously approved.	
3.	Commencing as a CIO	<p>The Secretary referred to the proposed Resolution (please see attached) covering administrative matters required to commence the operation of the new CIO.</p> <p>Alan talked through the Resolution, explaining the background to each of the following points:</p> <ul style="list-style-type: none"> • adoption of financial budgets • adoption of action points arising from the minutes of previous BSFT meetings • acceptance of proposed BSFCIO policies, rules and procedures <p>He was asked to clarify the position regarding the financial budgets and said that the approval in the 15 March 2016 Trustees Meeting was as follows:</p> <p>“The overall budget figure was then formally proposed by the Treasurer and seconded by Tony Buckham on the basis that the Treasurer made the final allocations following further discussions with the clubs. This was Approved.”</p> <p>There was then a full and detailed discussion on specific amendments to the BSFCIO Rules of Day to Day Operation proposed by the Baslow Cricket Club. The following changes were approved by the Trustees:</p> <ul style="list-style-type: none"> • Rule B3. Remove “Charges arising for such usage will be paid to BSFCIO” • Rule B13. Add at the end of the paragraph “in consultation with the current licensee” 	

		<p>The Chairman made it clear that the Trustees have the constitutional power to amend the rules at any future Trustees' meetings.</p> <p>Peter Holt proposed, seconded by Helen Watts, that the Resolution be accepted. This was unanimously approved by those present at the Meeting.</p>	
4.	Fundraising Report	<p>Helen Watts reported on the Junior Football Festival saying it had been a very big success, raising over £3,000 to develop the Sports Field facilities.</p> <p>She said that £1,300 had been raised through sponsorship and it was important that the Trust ensured the money was used for the purposes expressed to them. The Secretary suggested that the money be put in a restricted fund and consideration be given to part of it being used as a "matched funding" facility for affiliated clubs.</p> <p>There had been very positive feedback from participants and several enquiries about next year's event which it was agreed should be held in June 2017.</p> <p>The Chairman thanked Helen for her enormous work in leading the project and the Robins family for providing so much time and support in putting on the event.</p>	
5	Club Reports	<p>The following key points were reported by Representative Trustees:</p> <p><u>Bowls</u></p> <ul style="list-style-type: none"> • Excellent work on the bowls green by David Robins • Watering system installed but not yet required • Membership decreased by 5 • £2,500 budget shortfall made up through fundraising • Membership fee pegged, green fees increased from £1 to £2 • Confident they will balance their books this year <p><u>Cricket</u></p> <ul style="list-style-type: none"> • First XI currently top in new league • Difficulty in paying budgeted fees • Cannot increase match fees • Lost money this and last year and may lose sponsor • Membership numbers down • Budget to be discussed with BSFCIO Treasurer <p>Fund raising suggestions were made, to consider women's cricket or to run a cricket festival</p>	

		<p><u>Football</u></p> <ul style="list-style-type: none"> • Poor weather has restricted the number of games played • Porter has asked for a quote to play 44 games next season • David Robins expressed some concerns over the condition of the pitch if the number of games increased too much • Porter want to work more closely with BSFCIO <p><u>Tennis</u></p> <ul style="list-style-type: none"> • Membership down to 88 • Healthy junior element and 'snowbirds'. • Pete Ledbetter indicated there was potential for more offerings and attracting 'middle' demographic • Court one has been resurfaced 	
6.	Woodland Play Area	<p>The Chairman reported that the risk assessment commissioned by BSFT had been undertaken and a written report was expected soon.</p> <p>The project had temporarily stalled because of the Peak Park's requirement for the Parish Council to obtain a report on the impact of play area activities on the trees in the woodland.</p> <p>BSFCIO would need to consider its position once the Risk Assessment was received.</p>	
7.	Pavilion Vision	<p>Tony Buckham presented and talked through a discussion paper outlining options for the future of the charity. He said the purpose was to stimulate thoughts and ideas for discussion and did not represent any firm plan for the future, which would be a matter for the membership to decide.</p> <p>The paper outlined three options for consideration:</p> <ol style="list-style-type: none"> 1. Stay as we are 2. Disband and pass responsibility for facilities management to the individual clubs 3. Develop into a fully integrated sports club <p>There was a focus on the third option with discussions covering the following possible requirements for converting to an integrated sports club:</p> <ul style="list-style-type: none"> • Employing a 'catering business partner' to help turn the pavilion into an attractive day time/evening location • Employing a 'sports development partner' to work with existing sports clubs to increase membership and to increase the variety of sports on offer • Employing a full/part time Professional Club Manager to oversee the running of the club • Establishing a Club Board of Directors • Re-configuring the Pavilion as a fundamental step in developing the 'Sports Club' concept 	

		<p>Tony said that this particular option would take 4-6 years to roll out and require the establishment of central membership.</p> <p>Becky Lyne reported that a survey was in progress to elicit local community views on sports requirements but so far the level of response had been disappointing. It was agreed to pursue this initiative.</p> <p>The Chairman asked that Representative Trustees take the discussion paper back to their clubs for consideration.</p> <p>It was also agreed to hold off on the pavilion development until the future direction of the charity was decided.</p>	<p>Becky Lyne</p> <p>Trustees</p>
8.	Any other business	<p>The Chairman thanked Helen Watts and Peter Barlow for the development of the Home changing room. Future projects would include the Away changing room and replacing the pavilion lights.</p> <p>Future meetings: Wednesday 7 September and Wednesday 7th December</p>	

Resolution

Having formed a new Charitable Incorporated Organisation named Baslow Sports Field, given charity register number 1164305, we now hereby resolve to accept and adopt the following:

- Financial budgets approved by the Trustees of the Baslow Sports Field charity register number 503634
- Action points arising from the Minutes of previous Trustees meetings of the Baslow Sports Field charity register number 503634
- Policies, Rules and Procedures as posted on the BSF website, namely:
 - Rules of Day to Day Operation
 - Rules of Day to Day Operation Sub Section
 - Safeguarding Policy
 - Health & Safety Policy
 - Smoke Free Policy
 - MUGA Rules
 - CCTV Policy
 - Job Roles

This resolution shall become effective immediately upon its adoption.