

**Baslow Sports Field CIO Trustees Meeting  
Wednesday 22nd March 2017**

**Agenda**

- |     |                                       |    |
|-----|---------------------------------------|----|
| 1.  | Welcome and apologies                 | PH |
| 2.  | Leadership of BSFCIO                  | PH |
| 3.  | Minutes of last meeting               | PH |
| 4.  | Financial Report                      | NM |
| 5.  | CIO Progress                          | PH |
| 6.  | Woodland Park                         | PH |
| 7.  | Projects: Floodlighting; Pavilion etc | PH |
| 8.  | Junior Football Festival 2017         | HW |
| 9.  | Club Reports:                         |    |
|     | <i>a. Bowls</i>                       | JW |
|     | <i>b. Cricket</i>                     |    |
|     | <i>c. Football</i>                    |    |
|     | <i>d. Tennis</i>                      | DN |
|     | <i>e. Try-sports</i>                  | BL |
| 10. | AOB                                   |    |

## Baslow Sports Field CIO Minutes of the Trustees Committee Meeting

<b>Present:</b>	Peter Holt (chairman), Neil Mantell (treasurer), David Neath, David Robins, Tony Buckham, John Watts, Helen Watts, Becky Lyne, Chris Lyne, Tony Mottram, Ashley Kirk.
<b>Apologies:</b>	Howard Roper, Alan Wilson (secretary), Peter Barlow, Stuart Cunningham
<b>Date:</b>	Wednesday 22nd March – 7.30pm in the Cavendish Pavilion

	<b>Topic</b>	<b>Discussion</b>	<b>Action</b>
<b>1</b>	<b>Welcome and Apologies</b>  <b>Opening Remarks</b>	Chris Brown and Trevor Haigh have resigned as trustees.  The Chairman began by welcoming everyone to the meeting and introducing people around the table to the new trustees Tony Mottram (Baslow St Anne's) and Ashley Kirk (BCC chairman) who was representing the Cricket Club for the first item on the agenda - Leadership of BSFCIO.	
<b>2</b>	<b>Leadership of BSFCIO</b>	There has not been much response to the suggestion of having a 'rolling Chairman' from each of the clubs. A suggestion was given that Chairman could be a paid official. Peter Holt believes that this is a non-starter, but that there could be potential for a 'Sportsfield/ Operations Manager'. Doubt was expressed as to people coming forward from each of the clubs, plus there is concern about 'neutrality' of any replacements. Helen would be prepared to do 6 months. But it should be seen as an interim measure. Cricket struggles for volunteers and doubts they would have someone come forward. The disparate nature of football would make it doubtful to find someone. Tony M expressed support for the idea of paid positions for secretary and manager. Peter will stay and 'help' but would prefer not to chair next meeting. The trustees would assume responsibility given lack of a secretary. Having a joint-chairperson was suggested, but Tony B was not in favour. Suggestion was made to approach a Parish Council secretary as a paid Sports Field secretary replacement. Peter says that secretary role wouldn't necessarily need to be paid, but Helen thinks it would be good to attract someone. An 'Operations Manager' agreement could be reached with David Robins' team therefore making the position of Chairman far more attractive. The secretary's role is seen more as maintenance now. Some Parish councils pay £1000p/a for their secretaries. This could provide some guidance in deciding what we might pay. Alan Wilson has already written a description of what the role entails that can be used in the job spec for advertising purposes. David Neath suggested approaching companies for private sponsorship to cover 'Operations manager'. Tony Buckham offered to be 'Acting Chair' at the next meeting to allow Peter to step down.	
<b>3</b>	<b>Minutes of last</b>	It was agreed that the minutes of the last meeting were a true record of	

	<b>meeting</b>	proceedings. Proposed by Helen and seconded by David Neath.	
4	<b>Financial Report</b>	<p>Since the last meeting, the following work has been carried out:  MUGA boards replaced: £2162.  Wood surround bowls: £400  Goal posts: £500  LED light: £670  Dry-stone wall repair: £400 (not claimed on insurance due to subsequent premium increases).  Additional camera over car park: £340 - Tony says it is not possible to read number plates at night time. Helen says it worked really well for identifying possible perpetrators of petty vandalism upstairs.  We need to write letter to Derbyshire Dales to acknowledge receipt and use of the grant for the camera.</p> <p>Neil Mantell presented an income and expenditure report for the previous year and talked through the figures. Generally things are progressing as per budget.</p> <p>The most money ever has been received from football, however, the Sat am figures are very disappointing - despite their reportedly good numbers. More co-operation is need from Porter.</p> <p>MUGA management is proving effective with the new invoicing system working well. £6000 taken.</p> <p>Tryumph offerings are going well.</p> <p>Some money was left to us in a will.</p> <p>The share of bar profits was very disappointing at just £106.</p> <p>There may be some legal fees still outstanding for solicitors fees in renegotiating lease - £1080 has been paid to Shacklocks to reimburse them (and Chatsworth solicitors) for their work in changing the lease with Chatsworth to reflect our CIO status. The matter remains to be completed.</p> <p>There has been a 20% increase in use in electricity but the bill has remained the same thanks to switching providers as instigated by Jackie Mantell.</p> <p>Neil has appealed to Severn Trent to see if we can recoup some of large water bill we received. The problem with the urinals that lead to the large bill has since been rectified.</p> <p>A Sport England grant paid for MUGA boards and shelter.</p> <p>Nobody has not paid.</p> <p><b>Budget 2017/18:</b>  There was a general discussion about BSFCIO's strategic priorities. Tony M suggested there should be a more obvious "strategic plan"</p> <p>Cricket and football find it difficult to meet their budget targets.  Neil suggested we should investigate the potential for installing a 5G pitch.  Neil expressed the need to exploit income streams more e.g. the bar.  David Neath would like all clubs to be energised into action.  David Robins indicated that, from his experience, the money is in junior football.  Tony Mottram suggested introducing Rugby Tots.</p>	Tony B

		<p>It is unclear when Baslow Juniors are playing. We need to start charging Sat am football more. Kate Holbrook has agreed to paying a set fee.</p> <p>Neil showed the Sports Field Pavilion Weekly Inspection Report and asked for feedback on the draft. Dave Robins will complete the approved form.</p> <p>Chris Lyne suggested registering with 'Active Places' to increase likelihood of successful grant applications.</p> <p>Peter expressed the need to discuss what we're doing and where we're going and re-raised notion of centralised membership. Helen says it would be massively onerous.</p>	Chris Lyne
6	<b>CIO Update</b>	<p>No progress to report.</p> <p>The Land Registry needed verification of signatures due to the change in personnel on the board. Neil and Peter have had their signatures witnessed but progress is slow. We can't do anything with Chatsworth until we hear from LR.</p>	
6	<b>Woodland Park</b>	<p>Sport England have made their observations known to PDNPA and indicated the potential need for ball stop nets. The cost of these could be as much as £25k. The planning officer has recommended that the PC look again at it's application. The matter will be brought before the planning committee on 7 April.</p> <p>John Watts asked if the space becomes a public recreation area then is the Sports Field liable to provide ball stops nets? Although this could become a reality, no one knew the precise answer.</p>	
7	<b>Projects: Pavilion; floodlights etc</b>	<p>There was a suggestion to move the kitchen and bar area to improve the viewing area for tennis. Tennis have funds they could use and they could apply for LTA grants. The projected costs are £17K. John Watts reminded us that plans need to be in-keeping with the overall vision for the sports field. Previously some tensions have been identified between clubs using the catering facilities.</p> <p>Tony Mottram suggested franchising a cafe and subsequently emailed the suggestion of having vending machines.</p> <p>Becky expressed concern about use of the cafe area during her holiday camps. A possible solution could be to refurbish the upstairs area. The architect that has drawn up plans for tennis could also take a look upstairs.</p> <p>LED floodlights have been investigated but they wouldn't cover court unless they were raised up which may require planning permission. Peter Barlow is looking further into this matter.</p> <p>Dave Robins will make a wooden tennis storage box to replace the broken plastic one by the MUGA.</p> <p>A 'Private Car Park' sign is needed. Helen has looked into it but didn't know what to write on it given current uncertainty with the Woodland Park. It was decided to wait another couple of months until the situation is clarified. Becky also asked about the possibility of having a sign up at the entrance for her offerings. It was agreed that this would be possible but that it would need to meet planning permission specifications.</p> <p>Becky asked about getting an outside plug installed at MUGA to enable a music system to be plugged in. This was agreed in principle.</p>	<p>Becky to talk to Helen and David</p> <p>Becky to send designs to Helen.</p> <p>Becky to ask her brother for a quote.</p>

		There is a pot hole appearing in car park and needs fixing.	David R
8	<b>Junior Football Festival 2017</b>	<p>This will take place on June 4, 2017. It has not been possible to attract the same amount of sponsorship so it is unlikely to raise as much money. There have been lots of under 8 and 9 entrants but under 10s have been lacking. Helen plans to push this over the coming weeks, but next year will probably just do U8s and U9s. Approximately 500 people came last year.</p> <p>There is a meeting for it on 6th April.</p> <p>Chatsworth have agreed car parking.</p>	
9	<b>Club Reports</b>	<p>The following key points were reported by Representative Trustees:</p> <p><u>Bowls</u></p> <ul style="list-style-type: none"> <li>• Helen is the new Chairperson.</li> <li>• Club clean up done - but not a lot to do! Edging massively improved the green. Painting done by David and team - pavilion not looked so good in a long time.</li> <li>• Matches start 3rd April.</li> <li>• Taster sessions - 3 planned. 5 or 6 shown interest in joining.</li> <li>• Best recruitment is through members.</li> <li>• Fundraising very successful last year.</li> </ul> <p><u>Cricket</u></p> <ul style="list-style-type: none"> <li>• Dave Robins says there were only 4 including him last week at cricket AGM.</li> <li>• There are still a lot of juniors members.</li> <li>• Concern at funds running out. Estimated they have approximately 1.5years worth of funds remaining. They are working on various fundraising initiatives.</li> </ul> <p><u>Football</u></p> <ul style="list-style-type: none"> <li>• Need for a football trustee</li> <li>• Process still being established to inform clubs if playing or not. Using text messages.</li> <li>• One pitch was used in very poor conditions - but confusion/misunderstanding over cancellation policy and practise.</li> <li>• Can only use one 5x5 pitch at a time</li> </ul> <p><u>Tennis</u></p> <ul style="list-style-type: none"> <li>• Membership: Adult 97, Students 10, Juniors 138. 80% 50yrs+.</li> <li>• Tom Holbrook has agreed to push membership of parents</li> <li>• Refurbished court one</li> <li>• 80% members registering online - system proving very successful.</li> <li>• 5 match teams</li> <li>• Events planned - Wimbledon etc</li> <li>• Men's team won league?</li> </ul> <p>(David asked about position of manhole and drains. He wants to be able to clean out sand/grit before it enters the main drains and becomes a bigger problem)</p> <p><u>School:</u></p>	

		<ul style="list-style-type: none"> <li>• Budget being slashed. Hard to know where cash will come from. Currently St Anne's pay £500 pa to use our facilities.</li> </ul> <p><u>Try-Sports:</u></p> <ul style="list-style-type: none"> <li>• Some early success in Ladies football. Meeting FA representative on Mon to discuss support available.</li> <li>• After-school clubs numbers dwindled a little over winter but starting to pick up again.</li> <li>• Plans to trial hockey and adult-only netball.</li> <li>• Community rounders starting up again after Easter</li> <li>• Female coach being trained up with 'This Girl Can' funding. She is also a qualified bar lady...!</li> </ul>	
<b>10</b>	<b>AOB</b>	<ul style="list-style-type: none"> <li>• Chris Lyne is to be the representative on Winter Festival committee</li> <li>• First aid course being arranged off the back of incident on MUGA. Tony M thinks it might be possible to get it for free. The patient who collapsed and was "rescued" by using the defibrillator is doing well.</li> <li>• Derek Cook - a bench to be provided in his memory. Dave Robins to sort.</li> <li>• Becky talked about Corporate Wellness and will send details of the offerings to the trustees in case they know of any contacts that might be interested.</li> </ul> <p style="text-align: center;">The meeting ended at 10:15pm</p>	