

Baslow Sports Field Trust
Minutes of the Trustees Committee Meeting

Present:	Peter Holt (Chairman), Neil Mantell (Treasurer), Alan Wilson (Secretary), Peter Barlow, Chris Brown, Tony Buckham, Matt Poole, John Watts, Helen Watts.
Apologies:	Mike Booker, Trevor Haigh, Pete Leadbetter, Phil Morton, David Neath.
Date:	Tuesday 15 March 2016 - 7:30pm in the Cavendish Pavilion

	Topic	Discussion	Action
1.	Opening Remarks	The Chairman welcomed the attendees to the meeting, and announced that he would be prepared to stand as Chairman for one more year. It was suggested that a Vice Chairman be appointed to assist in succession planning and this principle was agreed by the Trustees.	PH
2.	Previous Minutes	The Minutes of the previous Trustees' meeting held on 1 December 2015 were approved as an accurate record of the meeting and signed by the Chairman.	
3.	Matters Arising	All action points arising from the previous meeting were covered under this meeting's agenda apart from Safeguarding which was dealt with under Any Other Business.	
4.	Financial Report	The Treasurer presented income and expenditure figures which he said were on a receipts basis. He highlighted the following points:	
(a)	Financial Statement	<ul style="list-style-type: none"> • there would be an end of year timing issue over the payment by the Bowls Club • although Baslow Juniors had agreed to pay £700, there had been a number of match cancellations and income due to the Trust remained to be paid • income from the Saturday morning football group would be below budget due to a £300 bill for liability insurance • 25% of MUGA takings were now being held in a sinking fund to refurbish the MUGA • sports camps were doing well due to the enthusiasm of Becky Lyne • gas and electricity bills have continued to be too high so we have changed our provider • the CCTV security costs had been offset by the Eileen Langley talk and receipt of a £500 donation from the Parish Council • some Gift Aid donations had also been received from members of the Tennis and Bowls clubs 	

(b)	Budget	<p>Moving on, the Treasurer circulated his proposed budget for the coming year, prompting a full debate on the subject. Some of the key topics discussed included:</p> <ul style="list-style-type: none"> • Cricket saying they were already running at a deficit and it was a tough sell to ask for an increase in subscriptions. It had been hoped that the significant increase in last year's budget was a realignment, so no further increase would be necessary this year. They had insufficient funds to maintain the nets and other equipment and there were some concerns over the condition of the cricket square but these were being resolved • Bowls said they were in a similar position but did a lot of fund raising and are requiring a small increase in match fees to assist in meeting their budget • Tennis reported it would be difficult to significantly raise subscriptions as there was a bill for £2,000 plus VAT to refurbish Court One. However an increase of 3% was expected to be introduced • The Treasurer said that the biggest risk to achieving the budget lay with football as the anticipated income from the sport continued to be below the cost to the Trust. However, it was acknowledged that without football, the general overheads would need to be split across the existing clubs – particularly Cricket and Tennis • It was suggested that the Saturday morning football group consider combining with the Baslow Juniors to receive the benefit of FA insurance discounts • The groundsman, David Robbins, had agreed to maintain his fees at the same level for the next three years. It was acknowledged that his staff had completed a number of significant maintenance jobs without additional cost to the Trust and this was very much appreciated by the Trustees • As part of the conversion to CIO status, the Trust needs to meet costs of £650 for Chatsworth's solicitors and £450-£550 for its own solicitors to assign the lease • The budget figures omitted potential income from grants, donations or fund raising events as these were unknown. Helen Watts then announced that a second grant from Foundation Derbyshire of £1,000 had been received earlier in the day, to be added to the £1,941 already received for the upgrade of the pavilion changing rooms. The Treasurer was asked to consider the impact of this across the overall setting of the budget. <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>TH</p> <p>NM</p> <p>NM</p>
-----	--------	--	-------------------------------

(c)	Changing Rooms	<p>Helen Watts reported that the work to refurbish the Home changing room would begin on 2 April 2016 when the removal of tiles would be undertaken by various club members and volunteers.</p> <p>The main works would commence on 4 April 2016 and include retiling, the installation of new energy efficient showers and new benches. The Home changing room would be out of action for two weeks during the refurbishment process.</p>	
7.	Woodland Play Area	<p>The Chairman reported that he had presented a paper to the Parish Council in March 2015 outlining the Trust's position with regard to the Woodland Play Area. The Parish Council responded in February 2016, following which the Trust's Executive Group met with representatives from the Parish Council to discuss a proposed draft joint Heads of Terms. However, the document failed to address all the key issues previously agreed by the Trustees. Outstanding issues were:</p> <ul style="list-style-type: none"> • potential financial costs for the Trust • liability matters for the Trust, the four clubs and other users • fencing and netting to be in place to protect Woodland Play Area users • access along the MUGA to meet FA requirements • long-term maintenance costs to be met by the Parish Council <p>The Chairman said that liability was a difficult and complex issue and a legal opinion would also be required to protect the Trust's interests. It was the Trustees' view that such legal fees should be met by the Parish Council.</p> <p>The Parish Council's proposal was to install some strategically placed fencing/netting along the edge of the Woodland area and a new access path by the MUGA. The PC would pay an annual 'access fee' to the Trust, which would then be responsible for the maintenance of the fencing/netting and path, provide car parking to visitors and allow access over the recreational ground to the Woodland area. It was implied that the Parish Council might go ahead without the Trust's approval, so there was a possibility that no fence would be erected.</p> <p>It was noted that the Parish Council had submitted a Planning Application to the Peak Park for a change of use of the woodland area and that responses were invited from the local community. Following a full discussion about the Parish Council's proposal and details of the Planning Application, the following was agreed:</p> <ul style="list-style-type: none"> • The Trust should maintain its original stance on the content of the Heads of Terms agreement • Clubs should respond to the Planning Application with their specific issues • The Trust should respond to the Planning Application in a more generic way stating that the Trustees were concerned that Woodland Play Area users must be protected and that all costs of the development should be borne by the Parish Council. The Trust should respond with observations and not be obstructive. 	<p>Clubs</p> <p>PH</p>

8.	Fundraising	<p>(a) Speaker Evening An evening with Eileen Langsley, international sports photographer, had been a huge success in January and raised £1,100.</p> <p>(b) SportsFest The SportsFest had been cancelled due to the loss of financial support, putting the event at a higher risk of losing money in the event of bad weather.</p> <p>(c) Football Festival As an alternative, a Football Festival was being arranged for 26 June 2016 under the leadership of Helen Watts.</p> <p>David and Paul Robbins were instrumental in the development of the idea and are providing their time and equipment free of charge.</p> <p>Helen explained that the tournament is open to 24 teams, all under 10s. On the day there will be a bar, café, barbecue, bouncy castle and one or two other activities (e.g. walking football)</p> <p>The financial risks are limited because of the requirement for teams to pay their entry fees and for sponsorship to be obtained prior to the event. The teams are also expected to turn up and play even if the weather conditions are poor.</p> <p>Helen appealed to the Trustees to seek support from their members to assist on the day as funds raised would be used to maintain and further improve the Pavilion.</p>	Clubs
9.	Reports	<p>The main points arising from the Club Reports were as follows:</p> <p>(a) Bowls</p> <ul style="list-style-type: none"> • The Bowls Club AGM was held on 1 March 2016 • Members' annual fees were remaining static but league fees were being increased from £1 to £2 • The clubhouse cleanup would be held on 19 March 2016 • Taster sessions have been arranged • League matches commence on 4 April 2016 • The sprinkler system would be in use this year <p>(b) Cricket</p> <ul style="list-style-type: none"> • Juniors' Winter nets were good • Seniors attendance was not so good, so nets were suspended • The first team was in a new league so had attracted some players back to the club • Agreement had been reached with Baslow FC for cricket to be played on 23 April 2016 • Captains had been lined up for the new season • Junior fees may be increased <p>(c) Football There were no representatives from Football at the meeting.</p> <p>(d) Tennis It was noted that Tennis fixtures had been published, so the Booking Secretary would need to contact Phil Gregory (Tennis Chairman)</p>	CL

(e)	MUGA	<p>Tony Buckham reported that returns had been made to Sport England for the number of visits to the MUGA. He said there was more capacity to fill and that more marketing was required.</p> <p>It was hoped that ladies football would commence on 4 April 2016 and that Becky Lyne would be successful in establishing an after-school activity club.</p>	
10.	Any other business	<p>Helen Watts reported that the outstanding safeguarding issues had now been resolved.</p> <p style="text-align: center;">The meeting ended at 10.05 pm Next meeting: AGM at 7.30pm on 29 June 2016</p>	