

Hereford Whitecross Club, T/A Hereford Squash Tennis & Racketball Centre,

Sollars Close, Hereford, HR4 0LX.

EXEC Committee Meeting –31st May 2023 at 6pm

Location: Clubhouse

Agenda Items

- Present / Apologies
- Previous minutes - Matters Arising
- Chairman's Report – Paul Broadley
- Clubhouse Report - Stuart Pugh
- Finance /Treasurer Report - T Burton
- Padel Updates – T. Burton
- Squash Report – Steve Roche
- Tennis Report - Various
- Social Report – Jackie Bishop
- Health and Safety Any issues to report
- Safeguarding. Any issues to report
- AOB
- Date of next meeting

Present

Paul Broadley (PB), Tom Burton (TB), Michael Dixon (MD), Stuart Pugh (SP), Derren Hotchkiss (DH), Steve Roche (SR) .

Apologies

Jackie Bishop (JB),

Previous Minutes / Matters Arising

Previous minutes were accepted as a true record.

- The Squash Committee will be sitting in January to compile a list of events for 2023. Squash committee have held discussions and will now proceed with tournaments and a new team being formed. More detail in the squash section. **Complete**
- Budget requirements for the courts to be cleaned and sanded as per each year. SR to provide costs. Additional funds to be provided to clean court 5 following accident. Quotes have been received but more quotes will be sought. **SR to action. Ongoing**
- Sauna appears to have an electrical fault. Price to fix to be obtained. Awaiting price for element. **PB to action. Ongoing**
- Due consideration to providing First Aid training once the revue of coaches, staff and members are complete. Contact made with a provider, Awaiting price for course. One quote has been received, others to be obtained from local providers. **PB to action. Ongoing**
- A proposed Open Day for 13th May 2023 for both Squash and Tennis. PB and SP to liaise and coordinate. Date changed to 27th May 2023. Successful day held. **Complete**

- Deeds of retirement of Trustees and Appointment of New Trustees are currently being drafted by the solicitor including noting these changes with the Land registry. Awaiting response. **PB to Action. Ongoing**
- Baby changing facility has arrived and awaiting fitting. Awaiting fitting. **SP to Action. Ongoing**
- Squash court maintenance is planned for August 2023. Email notifying members will be sent in advance. Awaiting contact from Court Master. **SR to Action. Ongoing**
- Explore putting a new Squash team into the Gloucestershire League for the Summer season and again next autumn. It will require additional funding and identifying members who wish to play. New team to enter Glos Squash League from September. **Complete.**
- Squash Club Championships are being planned. **Complete**
- Barriers for over-spill car park. Awaiting fitting. **Complete**
- Possible new plumbing required in the kitchen. **PB to action. Ongoing**
- Meetings would take place the last Wednesday of every month. All days in the diary, six months in advance. **Complete**
- Compile a 'leavers' report every 6 months. **Complete**
- Discussions to be had with AG and SR regarding coaching on the day and providing additional coaching for a new member who signs up on the day. **Complete**
- Email to be sent to all members requesting volunteers to assist with the Open day and its various event. **Complete**
- Ongoing support for Social media and marketing was discussed. PB to seek further cost comparisons. Pb has contacted another provider, awaiting a response. **PB to action.**
- It was identified that a list of entrants would need to be collated and that all entry fees would need to be collected prior to all 1st round matches by a member of the tennis section. MD to inform JA via email. **MD to action.**
- Food is required during the Club Championship Finals, JA to liaise with SP. MD to inform JA via email. No contact made to date, further email to be sent to JA. **MD to action.**
- Obtain best possible fixed rate tariff with our current provider. New fixed rate obtained for 12 months to aid financial planning. **Complete**
- Hereford Bid to pay a stealth tax of £400 pa. This is being challenged by TB. A challenge was made, however it's a sum of money which must be paid. **Complete**
- Contracts have been received and ready to be signed once checked. Contracts now signed and work progresses. **Complete**
- Quote for lights will be generated. **TB to Action Ongoing**
- Pilot scheme for use of changing rooms. Parents and members would be informed. Exec to monitor feedback. Following discussion with the Safeguarding lead a 6-month pilot will start early June. **Complete**

Chairman's Report

- The over-flow car park is complete; however some remedial work is required to prevent fall-away into the nearby bungalow. It has been suggested that a solution to fix steel strips attached to the Armco barriers. Exec will monitor the situation and report as necessary.
- New cellar doors have been fitted and await painting.
- Chair and treasurer have met with Tennis Coach to review contractual arrangements.
- A short discussion was had regarding the provision of coaching for Padel coaching and how best to move forward. Further information is required before a final decision is made. **PB to action.**

Clubhouse Report

- Open day was a reasonable success. The bar takin were circa £800. However, the day could have been better supported by current members offering to help with some of the activities. Special thanks to Meg Bailey for assisting on the day.
- 10 new enquiries were collected and will be followed up. **PB to action.**
- It was highlighted that a n issue had been raised regarding the gate to the rear of the centre being open / closed during the bar's opening times. The Exec would prefer that the gates remain closed so that all members and non-members use the main entrance. This enables staff to monitor who is on site. An all-member email will be sent. **SP to Action.**
- It was also highlighted that the gate had been left open on a number of occasions. Members will be reminded of the need to ensure the gates are locked on leaving for security.
- A request for the provision of sunshades was made. SP to look into what is the best resolution to this matter. **SP to action.**
- SP highted the growing problem of weeds around the site. PB to discuss resolution with groundman. **PB to action.**

Treasurer's Report

	Mar-23		Apr-23	
Cash in Bank	£	99,402	£	102,165
Monthly Profit/loss	-£	7,473	£	2,829
Yearly Profit/loss	-£	7,473	-£	66
Monthly Membership fees	£	3,332	£	3,823
Annual Membership fees	£	11,015	£	14,838
Monthly Net Bar Receipts	£	2,848	£	3,571
Annual Net Bar Receipts	£	10,857	£	14,428
Monthly Wages	£	2,932	£	3,788
Annual Wages	£	10,608	£	14,396
Monthly Infrastructure spend	£	9,153		0
Annual Infrastructure Spend	£	9,770	£	9,770

- £9.7k (includes Car Park) spent on property/renewals this year which accounts for a slight loss year to-date.
- Cash in bank including bounce back loan =£130k.
- Padel spend estimated to be between £105-110k.
- £2800 profit made in April 2023. This is the norm when there are no large capital expenditures.
- Members numbers are slightly down as are court booking for the reporting period, however, financially the club is ahead of its financial projection. The bar net income is circa £14400 compared to circa £10200 at the same period last year.
- A new cost centre to be created for Padel. **TB to action**
- Active W+H have provided £2400 of funding for Racketball associated with the charity Headway. Active W+H also wish to engage with the club following a meeting. Active W+H would like to use the building for team building sessions and meetings. First schedule event would be 12th July 2023.

Padel Report

- Groundwork has started. Tb highlighted a short delay in the provision of Tarmac for the surface. This will create a delay in the launch date. New target day for launch is 15th July.
- A meeting with the LTA is scheduled for 1st June to hopefully finalise the LTA loan. **TB to action.**

- TB and PB are considering high profile people to assist with the launch of Padel. **TB to action.**

Squash Report

- All of the squash leagues have finished. Preparation now starts for the forthcoming season. New team will be entered into the Glos league from September. A decision on who represents the club will be taken closer to the start date.
- Results from various leagues and competitions are as follows:
 - Hereford league – Stooke, Hill and Walshe
 - Team Cup – Certainly Wood
 - Club championship – Will Vanston
 - Player of the Year – Mark Helme
- Handicap tournament is scheduled for late August / early September. Another competition will be held just prior to Xmas period.
- Throughout the summer a King of the Court competition will be held once a month to keep interest high. All participants welcome and its primarily a fun session.

Social Report

- A poker night is planned for 1st July 2023. Further information to be circulate to all members. **JB to action.**
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Safeguarding

- Just as a follow-up to the previous minutes, further discussions with the Safeguarding Lead have been held. As a result of these conversations the following have been agreed. The pilot scheme for the changing rooms will be extended to 6 months. As the quieter period is approaching, it was thought that this would not give a true reflection. Notices will be put on both changing room doors and an email to be sent to all members. Feedback is very welcome as this will assist in forming a changing room policy. **MD to action**
- Val Finney has kindly offered to extend her Safeguarding role to cover squash and a decision was taken to provide access to the database and dropbox to enable her to better function as the lead officer and in a confidential manner. **PB to action**

Meeting ended 8:25pm

Date of next meeting: 28th June 2023 Time 6:00pm Location Clubhouse.

Future meeting Dates: 27th July 2023,
30th August 2023,
27th September 2023,
25th October 2023, and
29th November 2023.

Action	Progress
Budget requirements for the courts to be cleaned and sanded as per each year. SR to provide costs. Additional funds to be provided to clean court 5 following accident. SR to action.	Ongoing
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Due consideration to providing First Aid training once the revue of coaches, staff and members are complete. Contact made with a provider, Awaiting price for course. PB to action.	Ongoing

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Possible new plumbing required in the kitchen. PB to action.	Ongoing
Ongoing support for Social media and marketing was discussed. PB to seek further cost comparisons. PB to action.	Ongoing
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Quote for lights will be generated. TB to Action	Ongoing
Pilot scheme for use of changing rooms. Parents and members would be informed. Exec to monitor feedback. MD to action	Ongoing
Coaching for Padel coaching and how best to move forward. Further information is required before a final decision is made. PB to action.	
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