

**Minutes of the meeting of the SPORTS CENTRE COMMITTEE**  
**held at 4pm on 11<sup>th</sup> September 2019**

Present:

Cllr S Clough (Chairman)  
Cllr S Mullins  
Cllr M Potts  
Cllr L Robinson  
Cllr N Whitehead

David Knaption – Sports Supervisor  
Andrew Mott – Minute Taker  
2 members of the public

**1. To receive apologies for absence**

None received.

**2. Declaration of members interests**

Cllrs Clough, Potts and Whitehead declared their interest in item 5 as they are also NEDDC councillors.

**3. Public Questions**

A resident raised their concerns regarding the length of time it was taking to arrange the repair of the squash court walls, this has been outstanding since March 2019.

**Agreed to recommend to Full Council on 23<sup>rd</sup> September 2019 that this work is undertaken asap.**

**4. Minutes of the meeting held 21<sup>st</sup> August 2019**

Cllr Potts clarified from previous minutes regarding DBS checks that all Sports Centre Staff included the Handypersons as they are managed by the Sports Centre. All in favour of the minutes of the meeting held 21<sup>st</sup> August 2019.

**5. NEDDC Subsidy reduction scheme proposal**

An update and insight was provided by Lee Hicken from NEDDC/BDC, initially giving details of his background and previous projects. There will be two phases before the final report, firstly making contact, gaining information, business diagnostics, break down of information, income and expenditure, resources, buildings etc. In the New Year the second phase, income generation, cost reductions, structure, products, sharing best practice etc. With hopefully the final report by Spring 2020.

A start has already been made with finance.

**6. Sports Centre report**

a) Membership & demographic report

DK provided an overview

b) Domestic and heating boiler update

Quotes awaited

**Action: Boilers to remain on agenda until resolved.**

c) Policy on members of the public conducting business within the Sports Centre

Confirmed that this is not allowed unless organised commercially by us.

d) Non paid bookings since August SCC meeting

DK reported that six bookings were outstanding from August, four of these pay direct into the bank and two regular astroturf users had cancelled on the day.

e) New members

DK provided an overview in a. above.

f) BNED Leader fund grant application update (ventilation and LED lighting)

No updates as yet.

g) Squash court walls – spending agreed at full Council?

As 3. above

h) EZ system update

Project ongoing and DH on holiday so no update available. Lee Hicken believes that it would be possible to extend one of their contracts.

**Action: Darren/Kevin/Receptionist to visit local sites and undertake review before next meeting.**

- i) August class attendance report  
Figures noted.

**7. RFO report**

- a) Financial position as at the end of July 19  
Figures noted.

**8. Future financial focus for discussion**

The committee were advised that the Finance Committee are asking other committees to “own their areas” and be fully aware of their financial position. With at least a three year capital expenditure review for the Sports Centre.

Action: Darren to create report/list for next meeting with support from Admin.

**9. Future marketing for discussion**

To be discussed once the Marketing Committee has met.

**10. Cancelled cardiac rehab class**

Report noted.

**11. Items from committee members to be included in the next agenda**

- Moving Vending into Sports.
- Contract on vending machines.
- Casual Sports Staff – Personnel Committee/Set Financial Limits

**12. Time and date of next meeting**

Next meeting Wednesday 16<sup>th</sup> October 2019 at 4pm.