

# Truro Squash & Racketball Club

Meeting Minutes  
30<sup>th</sup> October 2018

## **Opening:**

The regular meeting of the Truro Squash & Racketball Club Committee was called to order at 7.15pm on 30<sup>th</sup> October 2018 at Truro Squash & Racketball Club by Dave Smith.

## **Present:**

Dave Smith (Chair), Gary Walton, Neil Counter, Mark Mitchell, Julian Roberts, Claire Penton (Bar Manager)

## **1. Apologies:**

None received.

## **2. Approval of Agenda:**

The agenda was unanimously approved as distributed.

## **3. Approval of Minutes:**

The minutes of the previous meeting were approved by DS.

## **4. Buildings Maintenance/Chairman's Report:**

- DS confirms that Julian Roberts has kindly accepted an invitation to join the committee and those present welcomed him.
- DS reports that Russ Jameson has installed a new switch for the light in the mens changing room because it was faulty. He has agreed to a £5 credit on his fob in payment.
- DS has spoken to Barry Huggett regarding the loss of the free daytime O65 membership (which he had queried), he has currently not renewed.
- DS advised that the newly adopted constitution will need to be amended due to the introduction of the corporate membership group. MM advised that no one has taken up this offer as yet as there seems to be some discussion about the qualifications required to gain it. DS has concerns that it may have possibly been due more thought prior to its introduction.
- DS said that the office printer is faulty, NC mentioned that it was recently working correctly after new cartridges were installed, MM advised that it is making a loud buzzing noise and he hasn't yet found a way to fix it. It was agreed by those present that if found to be faulty it should be replaced with a black laser all-in-one printer as this will have a much lower running cost. MM agreed to check it again and then if necessary source a replacement and present the invoice to GW.
- DS confirmed that there are no ongoing issues with Payne Automation however the kiosk requires a change of set up as it is not restarting after recent power-cuts. MM agreed to see if this is something we can fix ourselves locally and advised that refunds are due to some members who missed their courts last week. MM & DS agreed to make these refunds following tonight's meeting.
- NC advised that Luke Vaggers is setting up a court booking system that may be of interest for the Club in the future as an alternative to Payne Automation. MM stated that the level of support we get from Payne is poor, DS asked NC if he could look into alternative systems as a back-up/alternative.
- MM advised that there is a faulty LED light on Court 3 and he has raised this with the supplier as they are still under warranty. The suppliers have stated that they will not send a replacement unit until the faulty one is returned, it was agreed by those present that we should buy a new unit and then request a refund when the old one is returned.
- DS mentioned that he arrange for Mike Wheeler of RC Roofing to come and clear the rubbish from the flat roof. Various broken skateboards, scooters and footballs were removed! In payment he accepted a free year's membership. Keith Noy has since cleared this from the club. Mike has also placed wire mesh over the top of the gutter downpipes to stop rubbish from blocking them.

## 5. Treasurers Report:

- GW submitted his financial report for May to October 18. This is a 6 month period comparison with the same period last year. In summary:
  - Bar income has dropped by 10% (partly due to the August shutdown and very hot summer)
  - Court income also dropped by 22%, a worrying figure although this 6 month period is the less busy half of the year and the summer of 2017 to which it is compared was far wetter.
  - Playing subs have dropped by 6% as there have been reductions in the overall membership renewals for 2018-19.
  - Sponsorship has been obtained (£900) for the court 1 Tin.
  - Bar supplies have dropped in line with the Bar closure period.
  - Wages are roughly the same, partly due to sick pay for CP and having to pay wages for the closed period of August under the Guaranteed Pay claim made by the barstaff.
  - There have been no repair fees this year (court 3 was repaired free of charge because of our complaint that the previous repairs were unsatisfactory).
  - Payne Automation's fee was £1578.00 this year, a slight increase from the previous fee.
  - Electric and Gas has reduced significantly (49%) which is likely due to lower court usage but also the change to LED lighting being reflected for the first time in the figures.
  - The increase in the "other" category includes the fee from Nalders Solicitors for the recent employment contracts for Bar staff and legal advice.
  - Gross profit on the Bar has risen slightly to just above the 40% target figure.

## 6. Bar Managers Report:

- CP asked about the Xmas closures, Xmas eve/New Years eve fall on a Monday, it was agreed that the bar should hold a clear-out of stock (if necessary) on the Friday 28<sup>th</sup> and then not re-open until Wednesday 2<sup>nd</sup> January.
- CP stated that the Cellar is in a poor state and suggested that it would be a good idea to paint and smarten it over the closed period and whilst the barrels are off. It was agreed by those present that this would be a good idea.
- CP advised that she has the telephone number of someone who is able to remove the old San Miguel line and install a new line to the font currently being used. JR agreed to be on site to meet and stay in attendance whilst this is happening.
- CP stated that the Veterans competitions are to be held (run by Brian Goodman) on the Saturday/Sunday 24<sup>th</sup>/25<sup>th</sup> November. Last year CP worked around 12 hours over the weekend and asked what provisions should be made for staffing this year. It was agreed by those present that Brian should be consulted near to the date to ascertain what attendance is likely and then the staff judged against last year, with a likely opening time being 12pm to 6pm on the Saturday and 12pm to 5pm on the Sunday. CP offered to return to work in order to cover these days if necessary.
- CP advised that the tricky squash is always on the first Friday of December however there is an exhibition match planned for this date which will cause a clash. NC suggested that Tim should be consulted to see what time he will require courts from. It was agreed by those present that ideally we would wish the Tricky's squash to run on the following week, and that Pete Tatlow should be asked if he can move the event for us to avoid a clash. For the exhibition it was agreed that we should run 2 bar staff from the hours of 6 to 11pm. MM asked if some thought could be given to facilitating easier sales from the Bar to those sat behind Crt1 during the event, as previously this has been agreed as being in need of better planning in order to increase sales on the night.
- CP said that in her opinion the new routine for team squash nights is not working well. The feedback from the staff is that they are embarrassed to ask for the extra money and members have expressed that they don't understand why they should have to pay additional money to fund the staff. DS asked how it might be received by the bar staff if they are paid until 10:30pm as a gesture to cover the additional time needed to complete their duties on a team game night, CP suggested that this would probably be agreeable. MM objected on behalf that the majority of members do not play team squash and should therefore not be funding additional staff pay for the purposes of the Teams. DS asked for a show of hands to agree with bar staff hours being until 6:30 to 10:30pm on team nights, 5 voted for 1 against (MM).
- CP advised that she has been made aware of recent occasions when the bar has been opened by persons other than the staff. NC and GW suggested that if they feel it is reasonable for committee

members to open the bar during closed times as long as the invitation is also made to any non-committee members also present. CP stated that she doesn't feel that it is morally correct for the bar to be opened by committee members outside of the hours that the bar staff are working.

- CP asked where the takings from the Sunday night club nights are being recorded. GW confirmed that John Wills has a till float and records the takings on a sheet of paper. CP asked if they can record the takings in a diary so that they can be tracked, it was agreed by those present that this would be a better idea going forward.

### **7. Membership Secretary Report:**

- MM advised the following membership figures as at 30/10/18:

Coach	2
Daytime	24
Full	65
Honorary Full	4
Honorary Life	7
Junior	9
Out of County	4
Override	1
Social	10
Staff	1
Student	3
Trial	5
Grand Total	135

- MM advises that Louis Murray is currently representing a Truro Team but has not renewed membership and also Alan Murray is a team captain but not a renewed member. JR agreed to contact Alan Murray and advise him that as a team captain it is necessary for him to be a full member.

- MM advised that this year was the first year that we did not post out paper renewal letters which caused some confusion for the membership. Emails were sent out but as the email addresses on Bookit are not kept up to date not everyone received them. By not sending the letters the club saved costs and hopefully next year the email process will work more efficiently.

### **8. Team Events/Competitions:**

- No action required.

### **9. Any Other Matters Arising:**

- NC advised that he will shortly be updating the ESR membership list.

- GW stated that the upcoming Exhibition match is not listed on the clubs website, MM stated that he will make sure this is corrected. MM raised his concern that at the last exhibition the photographs were taken at Truro School and no mention was made of our Club – even though we had funded the event. It was agreed by those present that steps should be taken to avoid this happening again, JR offered to use some contacts he knows to try and gain coverage of the event in the West Briton.

### **Adjournment:**

DS thanks all those present for their attendance and diligence. Meeting was adjourned at 21:55 by DS. The next meeting will be held at 19:30 on Weds 13<sup>th</sup> February 2019 at Truro Squash & Racketball Club.

Minutes submitted by: Mark Mitchell

Approved by: [Type name here]:\_\_\_\_\_

[Sign Here]:\_\_\_\_\_