

KINETON SPORTS AND SOCIAL CLUB

**Honorary Secretary Mel Codd, Cornerways, Norton Grange Little Kineton, Warwick CV35 0DP
Tel 01926 640121**

Minutes of Committee Meeting held on October 7th, 2014

Present : Mel Codd (Secretary and Football), Clive Rickman (Veterans Football, Music Festival) , Graham Steer (Junior Football), Amanda Chambers (Entertainment), Chas Hilditch (Social), Roy Harris (Minutes and , Membership), Brian Weston (Cricket), Barry Shipton (Bowls), Debbie Johnson (Social),

Apologies: Alan Hill , Dave Skelding, Hugh Rees, James Townsend

The meeting was chaired by Clive Rickman.

Minutes of Previous Minutes: There were no amendments to previous minutes, the minutes were proposed as a true record by Chas and seconded by Debbie.

Treasurers Report: Treasurers report presented by Roy. September was an 'average' month, good first two weeks (events in Hall), poorer second half. Loss of £1009 over month but that included a £1500 bill for materials (top dressing, feed, chemicals) for the Cricket square and Bowls Green. Year to date bar takings are down by £8000 and total income is down by £6000. The 1st qtr. surplus of £14000 was reduced by £12,000 as we paid off Air Con and some KMF2014 bills. Acceptance of the Treasurers report was proposed by Debbie and Seconded by Barry

Treasurers Report Discussion points : Can we have month on month or quarter on quarter comparison figures ; can we have a yearly calendar which shows when specific (regular) invoices are due for payment (VAT, Insurance etc.); can we have sight of the Stocktakers report, specifically a review of our %profit on bar sales and whether this takes into account wastage. **Action DS**

Discussion on how we can bring the various sections into the discussions on how we improve revenue and whether they could or should be expected to contribute to maintenance costs from their own funds. Agreed that each Section would be requested to provide a copy of their accounts to the Main Committee as input to the Club AGM.

Revenue Generation:

Sealed Knot plans on track, target is to maintain or increase last year's profitability, Bowls were going to contribute a percentage of their profits from Breakfasts and BBQ to the Club Funds, Barry to establish what this percentage will be. **Action Barry.**

Classic Car and Motorbike Rallies were a resounding and profitable success, attendees very complimentary about the Club as a venue. Discussions in progress about Winter 'Breakfast' rallies though these could only occur on Sundays when there was no Football and protection of the playing surfaces was paramount, also thinking of holding weekend rallies (with camping) in 2015.

Hall Booking Form and Booking Arrangements are to be managed by Amanda who will adapt costs based on the needs of the 'Hirer', Amanda will document the procedure. **Action AC**

Christmas and New Year plans almost complete. Christmas Eve will be Karaoke (Alan Neal), Christmas Hat (Amanda) and Cracker Draw (Roy); Christmas Day as last year; Boxing Day ATT Competitions (Dave Chambers, Eddie Johnson and Bertie Bassett); New Year's Eve Pavilion and New Years Eve Winner Takes All Draw (Roy).

Planned Entertainment includes Films (Roy), Quiz Nights (Huw), Accoustic /Folk/Blues Evenings (Debbie and Steve), Halloween Party(Amanda), Children Christmas Party (Amanda), Adult Christmas Party (Amanda), Group – Not Taken (Huw) and a Race Night (Bowls). Events to be publicised via What's On E Mail (Roy), Website (Huw, Chas and Organisers), Posters (Mel and Organisers), Outlook (Mel). **Imperative** that all sections publicise these events to their members and get them to attend and support. **Action Committee Members and Section Representatives**

KMF2015 plans in progress date set for **June 20th 2015**. Can Brian (Cricket) and Barry (Bowls) inform their section of the date to see if they can plan a free day on June 20th so their members can assist and support the Festival. **Action Brian and Barry**

Matters Arising From Previous Minutes

Facilities Contract: Amanda is modifying an existing contract; Amanda and Mel will finalise and give to Committee for approval. **Action AC**

New Build: Ruth has had to take a back seat in New Build planning and requested that Roy gave her update.

Cricket and Bowls have upgraded their existing facilities and at this point do not wish to pursue a New Build facility, Football wish to proceed. Committee agreed that the next phase would be for the New Build team to produce a set of plans that would meet the needs of Football (changing rooms, toilets, showers), provide Multi-sex and disabled toilet facilities that could be accessed by Football, Bowls and the Hall, a kitchen to service the Hall and storage space for Bowls, Football and the Club, these facilities would be built at the Bowling green end of the Club. New Build would obtain build costs (Graham can get these), look for sources of funding and assess timescales. Tony Loughton and Huw Rees have volunteered to produce the final set of plans to a level that could be submitted for planning permission. **Action New Build.**

Feedback from Members identified a number of requirements for the Top Bar. Committee approved we obtain ideas and quotes to change the layout of the Ladies and Gents toilets to allow us to incorporate a disabled toilet and to modernise the existing facilities, Amanda agreed to work with the New Build team to get quotes and would approach Club members who have the specific skills. Once quotes are available the New Build team will look for grants to fund the work. **Action New Build and Amanda**

Members have requested that the Bar itself be modernised **Action Roy**, the room redecorated **Action Graham/Roy**, new tables and chairs purchased **Action New Build**, new blinds fitted **Action Amanda** and the Bar kitchen upgraded **Action Amanda and Roy**. New Build will look for Grants to move this phase forwards **Action New Build**.

Members have suggested a Patio or Terraced seating area be built to allow people to sit outside when the weather is suitable and to improve the look of the Club. Committee agreed that improvements to the Toilets and Bar would take precedence. Also, a member had suggested moving the cellar closer to the Hall to reduce wastage, although a sensible idea the cost of repositioning the Cellar and pipework would far exceed any possible savings.

Finally the Committee agreed to look at improving the signage giving directions to the Club
Action Roy

Further discussion is needed on providing passing places for vehicles on the drive **Action Committee**

Club Maintenance Graham has produced an updated maintenance list, Graham and Roy to review the list and prioritise work. **Action Graham and Roy**

Vending machine C/F **Action Alan and Roy**

Trustees C/F **Action Alan**

Photos Send photos (j pegs) plus role on Committee and main responsibilities to JT **Action ALL**

Staff training and risk assessments To be carried out with new staff and younger bar staff – **ACTION Mel**

Club Website: Positive feedback, Chas to contact section to request the update their entries. **ACTION Chas**

Club internet access: Roy to speak to Andy Cartledge and pass details of Club's internet to Chas. **ACTION Roy**

Bowls watering system: Andrew Cartledge has stopped the leak and watering system is working. Roy to get details of the Sprinkler system we have installed and will pass to Graham who may have a source for spares and replacements. **ACTION Roy**

Rear field training lights and Car park Lights: Graham to look at possible grants and make necessary improvements to existing lights. **ACTION GS**

Music Festival/Club resource requirements: Items which will be used regularly during the year for Club events could be acquired. **ACTION Clive, Graham and Dave**

Letter: Letter written to D.Whitehouse saying he will be allowed to renew his membership, Mel and Alan to meet with Darren. **ACTION Mel, Alan**

Gardening Club: – Agreed we would let the Gardening Club establish itself at the Club, if the members are all KSSC members there would be no charge for hire of the Hall.

Guidelines: For handling difficult customers to be produced and discussed with all staff. **ACTION Mel, Alan**

Bowls Green Maintenance: Autumn top dressing now complete, **Bowls** need to give details of any additional work required. Barry will be standing down from both the Bowls and Main Committee; Clive thanked him for his support. Barry to raise the question of his replacement as the Bowls Representative on main committee at the Bowls AGM on October 30th **Action Barry**

Dog walking on playing field: Members E Mailed, note put in Outlook, notices being placed around field entrances and in Club.

Correspondence: None

Memberships/Bookings: New Memberships applications from Steve and Jamie (Junior Sports) Houghton, Jake Harper, Andrew White, Sarah Mountford, Helen Townsend, Proposed by Clive, Seconded by Debbie.

Stewards Items: None

AOB

Committee approved request from Alex Buchanan on behalf of the Snooker team to replace the cloth of the table with a Tournament quality cloth and to purchase some additional items (rest, spider head and extension). Committee sympathetic towards additional request to upgrade snooker table light (cost £185) but put it on hold pending Roy finding out the availability of 150 watt bulbs (used by existing lights). Committee suggested it would be good if the Snooker section could look to fund raise to put money towards the cost of replacement (a Snooker Tournament was suggested). **Action Roy**

Cleaner (Nigel) has requested that the Committee look at increasing the wages of Staff in line with imminent increase in the minimum wage. Mel to review the current remunerations and then make recommendations. **Action Mel**

Meeting agreed that future meeting would alternate between the first Monday and Wednesday of each month. **Next meeting 20:00 Wednesday November 5th.**

Meeting Closed at 22.30