

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 February 09th 2015

Present : Alan Hill (Chairman), Mel Codd (Secretary and Football), , Dave Skelding (Treasurer), Roy Harris (Minutes and Membership), James Townsend (Senior Football), Brian Weston (Cricket), Debbie Johnson (Social), Mark Neville (Bowls). Chas Hilditch (Social), Amanda Chambers (Entertainment and Social, Graham Steer (Junior Football), Clive Rickman (Music Festival).

Apologies: Robert Townsend (President), Kevin Flowers (Steward), Hugh Rees (New Build and Social).

Minutes of Previous Minutes: The minutes of the previous meeting were accepted as a true record, Proposed Dave Skelding, Seconded Chas Hilditch

Treasurers Report: Bar Sales £5000 lower November – January than same period in previous year and our cash flow went into the red (£3476). Stock take and Vat bills paid, £780 transferred from lottery fund into entertainments Fund. Stock takers report shows our profit on bar sales is steady at 52%. We currently have £2100 in our current account and £7100 in our deposit account. Treasurer had already confirmed via E Mail that the Cricket section had paid Accountancy fees less VAT back into the Club as a donation. Acceptance of the Treasurers report proposed by Roy, seconded by Brian.

Report presented to the Committee on a Staff Wages Review. Key message was we do pay the minimum wage but because we deduct tax at source which the Employee then reclaims then the situation becomes confused. Report made 4 proposals and these were accepted by the committee (Proposed by Chas, Seconded by Debbie). Other proposals relating to working hours and rates of pay of specific individuals were to be taken forward by **Mel** for discussion with those affected. In quieter times behind the bar Staff should perform specific tasks (Cleaning, stocking, glass washing), **Amanda** to produce a list. Finally and where possible, all staff members should give at least two weeks' notice of dates when they are unable to cover their shift, this will give Kevin sufficient time to find a replacement. **Action Mel and Amanda**

Focus Topic proposed by Mel: How to increase social usage of the Club

Good progress recently. Better forward planning, more entertainment, improved advertising (Outlook, E Mails, Posters, Website, Facebook), proposed leaflet drop. Discussion as to whether because we are a Club this stops people coming along for a drink or attending events, Graham suggested issuing 'free entry' tokens to encourage people to visit the Club and Amanda promotes advertising the bar as being available to non-members when a Children's event was happening in the Hall, **ESC (Entertainments Sub Committee)** to take these forwards for review and **Graham** to look at whether we should have a Child Welfare Officer. Further actions covered in Revenue Generation **Action Graham and ESC**

Revenue Generation: Clive again promoted the need to establish a network of Members and Friends who would promote and encourage others to attend club events. Patchy response from Sections to request that they promote and encourage their section members to support Club events, more could be done. **Alan** would attend the

Committee Meetings of all Sections to review the current financial situation and steps they could/should be taking to drive up social usage of the Club. **Action Alan**

C/F Open Day to tie in with Membership renewal (ESC) **Action ESC**

We have identified an individual who could be a 'resident pianist' on specific Saturdays. **ESC** to establish costs and dates. **Action ESC**

C/F look to get a younger element onto the entertainments sub-committee who could represent the views/likes/dislikes of our younger membership; having raffles to build up entertainments fund; reintroducing the members draw but keep it going until claimed. **Action ESC**

C/F discussion on More Family events (Pentathlons, Skittles and Pie evenings). **Action ESC**

Amanda volunteered to help Graham develop a Membership Survey. **Action Graham, Amanda.**

Hall Booking Form and Booking Arrangements: Hall booking procedure (forms, tariffs, T@C) now available online via the Website. Copy of the processes and procedures to help Bar Staff deal with booking requests need to be placed behind the Bar, **Amanda** to arrange. **Action Amanda.**

KSSC KMF2015: Clive explained why the current KMF model made it essential that all receipts from ticket sales had to go to our charities and this was accepted unanimously by the Committee. Clive suggested that perhaps the sections were failing to use the Festival to raise their profile, attract new members and raise funds for themselves. Early bird tickets for Club Members would be available at a reduced price of £8 from behind the bar (membership cards would need to be shown). Ticket prices on the day of the Festival would be £15 for everyone. Discussions still taking place on the simplest way to charge members normal Club prices at events.

Facilities Contract: In hand, drop item.

Grants - Progress to Date:

Huw has identified two sources of funds for Goalposts and Training lights and is developing the applications (**Mel** has also applied for a 'Goalpost' grant from the Parish Council). **Roy** is waiting for prices to replace the Car Park lights and this will be added to the applications that **Huw** is making.

Roy is coordinating repairs to Hall roof, replacement of some ceiling tiles in hall, painting, cleaning of chairs and new curtains, **Alan** has found us a portable stage. **Action Roy**

Roy and Huw: Looking at refurbishment of top bar and provision of disabled toilets. Awaiting plans to install disabled toilets so we can get costings; awaiting estimate to modernise ceiling lighting; we have quotes to either replace or refurbish top bar and snooker room ceilings; getting quotes to replace windows and install double glazed emergency exit patio doors; getting estimates to replace carpet in Top Bar; looking for advice on how we can modernise the bar. Once we have the costs we will be applying to various grants for funds plus using some of the profits from KMF2015.

New Build still being considered but available resources tied up with other refurbishment tasks.

Signage and Postcode : **Roy** has asked Parish Council for advice on KSSC direction signage and is still dealing with the Royal Mail to get a Postcode. **Action Roy**

Trustees C/F Drop item

Club internet access: If in one week Sky have not fixed the problem we will switch to BT for WiFi. **Action Chas**

Rugby Six Nations: Great first match, our thanks to **Jane Rickman and Sue Skelding** for organising the food. We will continue for the remainder of the games with half time food and free snacks, **Committee** to organise on a game by game basis. Cooker not up to job, **Roy** to get a replacement and will sort out funding. **Action Roy and Committee**

Correspondence: None

Memberships/Bookings: One booking approved.

Stewards Items: None

Children's Christmas Party : Alan has met with the Ladies Team and agreed a way forward, £350 transferred from the lottery fund to them to cover Christmas Party expenses, they will continue to organise and fund their own events, will open a bank account, and will approach the main committee if they need additional resources. The remainder of the 2014 lottery fund has been transferred to the entertainments fund.

C/F ESC estimating entertainment funding costs for 2015. **Action ESC**

KSSC Branding: KMF and Film Club have or are in the process of 'tweaking' their documentation/logo's etc. to make it more obvious that they are sections of KSSC. **Alan** to speak to Sam Hitchman re the status of the Gardening section. **Action Alan**

Membership Renewal: Business as usual, Mel looking at ways of changing membership cards to include members name. **Action Mel and Roy**

Correspondence: None

Memberships/Bookings: One booking approved. New memberships Ed Barrill, Nigel Stones and Vicki Wright Proposed by Debbie, Seconded by Alan.

Stewards Items: None

AOB

Discussion on increasing signing in fee to £2, C/F to next meeting. **Action Alan**

Question raised by a member as to whether when Avon Valley indoor Bowls had to move from Gaydon (JLR need the space) they were considering whether to approach KSSC for space for a new facility. Agreed we would write and ask them if this was something they were considering. **Action Mel**

Meeting Closed at 22.05. **Next meeting 20:00 Wednesday March 9th**