

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 6th, 2016.

Present: Alan Hill (Chairman), Clive Rickman (KMF), Mel Codd (Secretary), Dave Skelding (Treasurer), Roy Harris (Minutes), Helen Baker (Social and Bookings), Steve Cadd (Bowls), , Graham Steer (Football),, Debbie Johnson (Social), Brian Lloyd (Membership), Huw Rees (Social), Morgan Powell (Cricket)

Apologies: Haydn Dunant (Cricket)

Treasurers Report (Dave) Quiet January but bar sales were 25% up year on year, Entertainment costs were for Live and Local and Stock take report showed we were still holding our profitability on Bar Sales at a healthy 55%. Cash flow for the qtr. £2561 in the black. Copies of Bank statement reviewed, Savings £16452, Fit £9875, Current £3679. Acceptance of the Treasurer's report proposed by Brian, seconded by Graham.

Mel has written to organisers of the Children's Christmas Party and Boxing Day Events thanking them for all their hard work and to Robert for organising and running the Lottery Draws.

C/F Action Brian to produce a user friendly guide for the Bar Staff in use of the Card M/C. Dave has produced a notice saying what is acceptable when presenting a credit or debit card to members of staff either for payment or cash withdrawal.

Focus Topic: Constitution and CASC

Roy, Brian and Morgan reported back on their investigation into possible issues surrounding the Constitution and CASC. Key issues identified related to the Club being classed as **unincorporated** and the what this means in relationship to Ownership of resources, Committee and Member Liabilities and the Role of Trustees; **CASC** and the rules surrounding 50% Sport participation and Non- Membership Income; **Constitution** and its relationship with CASC and being Unincorporated and specifically how the sections relate to the Main Club; **Club Insurance Policies** and whether our processes and practices are tight enough to cover any possible claims made against the Club, Officials and Committee and any claims we may make. **Action Roy, Brian and Morgan** to investigate issues and options and report back to Committee. **Action Roy, Brian and Morgan** to treat with urgency the issues surrounding the role and responsibilities of Trustees with regards to CASC and being unincorporated. Committee agreed unanimously that we join the Association of the Community of Amateur Sports Clubs <http://www.acasc.org.uk/> at an initial cost of £185 and a potential further cost of £190 if we needed more in depth advice on CASC , **Action Morgan to arrange.**

Minutes of Previous Minutes: Accepted as a true record. Proposed Mel, Seconded Steve

Review of Previous Minutes

- **Action Haydn** to propose and then implement how we get a quality paid for Coffee/Tea facility installed that members could use without Staff involvement. **C/F**
- **Action Roy** to check with Andrew Cartledge if a line water flow monitor has been ordered. **C/F**
- Awaiting quote from Bill Stiles for Caravan electric connection points but meeting queried the benefits of the cost of installation vs usage. **C/F Action Roy** to speak to Bill.
- Haydn has identified a course that will provide staff with training on how to deal with accidents. Cost will be £8 per head for the Course and Staff would also be paid their hourly rate for attending. Course schedule for End of February. **Action Alan/Haydn** to sort out a date..
- Graham has obtained a defibrillator at no cost from the British Heart Foundation. **Action Graham** to get it installed, documented and arrange training. **Well done Graham.**
- **Action Mel** to ask Kevin what progress is being made to recruit more Staff to work behind the Bar. **C/F**
- Committee agreed with Brian's proposal that for a number of reasons we will not accept BACS payments for Membership subscriptions. **Action Brian** to organise 2017/2018 Membership renewal.
- Fire Audit **Action Graham** to get his contact to carry out a Risk assessment and suggest how we could do this ourselves on a regular basis.
- Arrangements for 6 Nations matches in place..
- Mel has publicised dates for this year's Classic Car and Motorbike Rallies
- Children must not be allowed to use the Hall unsupervised, **Action Mel** to put up notice to say the Hall must be kept locked when not in use.
- **Action Brian** is addressing the issue of regular members who have not paid their Membership in 2016/2017 and whether all Footballers and Veterans were paid up Members.
- Meeting held to arrange entertainment, March and April are planned but a Group is needed for February, Mel and Huw can produce posters, Huw can get the Web site updated.
- Quotes now in for Toilet refurbishment. **Action Alan** to get clarification on some of the detail before making recommendations to the Committee. Some progress on Grants and we hope to incorporate other work into the Grant request process (refurbishment of top bar ceiling with modern lights, new double glazed windows and a modern patio/fire exit door. **Action Alan, Roy and Huw to apply for grants..**

Correspondence: None

Stewards Items: None.

Memberships: New memberships for Jason and Katie Castle, Tanita Robson, Mick Court, Rob Canaway, Ken Babington, Steven Bruce, Debra Palmer, Simon and Lucy Boundy, Peter Hayes, Wendy Hopkins, Jane Blackwell, Elaine Davis, Danielle Marcroft and Roman Sipos were accepted.

Bookings : Norton Grange Residents Association have switched dates. Unable to give Circuit Training an alternative day, booking has been terminated. Committee turned down a request for hire of the round tables plus tablecloths, date is in October and we cannot commit that far ahead and we do not want the tables to leave the premises, **Action Helen** to tell the requester. Bookings approved for Tanita Robson, Simon Boundy, Katie Castle, Mick Court. Request for booking on 5/07 which includes a marquee, BBQ and Pig Roast, questions about alcohol, numbers and whether there will be a clash with Bowls or Cricket because (parking maybe an issue if Marquee located in front of building, **Action Helen** to get more details of the requirement..

Agenda Items:

- Committee approved visit of Heather Knight and will provide support as necessary. Cricket section to plan details, **Action Haydn** to involve Main Committee and Club as necessary.
- Cricket are holding a Sportsman Dinner in September, **Action Haydn** to sort out date and update Committee on what support is required.
- Dave is standing down as Treasurer and we need to identify a replacement. **Action Roy** to put item on agenda for next Committee.

Date of next meeting Monday March 1st at 19:30.