

## **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 10<sup>th</sup> July 2017.

**Present:** Alan Hill (Chairman), Huw Rees, Helen Baker (Social and Bookings), Steve Cadd (Bowls), G.Steer (Football), Mel Codd (Secretary), Brian Lloyd (Membership),

**Apologies:** H.Dunant (Cricket), R.Harris, Dave Skelding (Treasurer), Debbie Johnson (Social),,

### **Items Carried Forward**

- Discussion followed on requirements for reporting from sections to the Treasurer. Dave will check with HBO but the committee expectation is a summary report covering total income, total outgoings and balance either on a monthly or quarterly basis. **Action Dave.**
- Maintenance of Invertor/Convertors for solar panels – filters need cleaning every so often but no other maintenance required. Does Invertor need any form of insurance cover **Action R.Harris** to speak to D.Collet.
- GS attending fire training course – feedback any useful info.and make recommendations based on fire audit **Action G.Steer**
- RH/MC met Dale Collett to discuss Insurance Cover – some areas to be checked before it is confirmed with D.Collet **Action Roy Harris**
- Sports Section welfare officers – guidance needs to be given to the Bowls Section explaining what they need to do to conform – **Cricket and Football Section Welfare Officers to volunteer information.**
- The main Club also needs a Welfare Officer – this can be an existing Welfare Officer for one of the sections.
- A list of members will be supplied for keeping behind the bar. **Action Brian Lloyd**
- We are getting instances of unruly behaviour by children and unaccompanied children in the bar. We need to document our policy in this regard and empower staff to deal with the situation. We also need to protect the snooker room. Guidelines to be suggested for committee consideration. **Action Huw Rees**

### **Treasurers Report (Dave)**

June was another good month due to events such as Classic car rally and Hall use. Many KMF costs are included but revenue is still to be accounted for which accounts for the small negative cashflow.

c. £2k in Current Acct.

£24k+ in Savings Acct.

£10,400 in FIT Acct.

KMF will be giving KSSC a cheque once the bar costs are known. We are having to change from the coop bank due to forming a limited company.

Dave's report is inserted below.

JUNE REPORT

Excellent month (not taking account of outdoor KMF)  
5 wk month, but bar sales nearly £19k, c/w £18.4k in June '16  
(Card sales represented 11% of total, big increase on previous month)

Donations from Mon. a.m. Badminton ladies (£248), very generous  
of them, and Lion Film (big turnout)

Big Brandy purchase + c+c bills due to KMF  
" sales bills due to KMF enter staffing  
c £1100 of KMF entertainment costs (radio, toilet + refrig. van hire)

Also, purchase of £1000 mower.  
Insurance, 2 x KMF premia (of £105 + £280)  
Repair / Renewals - Avon Ceiling £360 (Hall)  
Water Bills (6 monthly) £850

Bank Charges - 2 bounced cheques from cricket section (£6 paid)  
and Thomas cheques

£5k transferred from current to savings a/c.

Current a/c £2k  
Savings a/c - almost £25k! Reson  
FIT a/c - £10.4k

bank fees in prog due to change of bank/company.  
In progress.

5/7/13 D))

**Acceptance of the accounts was proposed by G. Steer and seconded by B. Lloyd.**

Dave and Alan met with our new accountants, Harrison, Beale and Owen (HBO). The meeting was positive and HBO are basically happy with our current process, only requesting minor amendments to support CASC.

Going forward help will be required with the Treasurer's role as Dave will not be able to commit the time required.

**Focus Topic**

Committee Succession. Dave Skelding and Mel Codd wish to step down from the committee. Alan will stay until May 2019, then stop. We have no people in place to take over those roles. To clarify the roles the committee requests each member to list the tasks they carry out on behalf of the club/committee. (What, When, How often, How much time it takes) **Action All**. Brian will then interview each member to get a consolidated view of what each role requires. **Action Brian**.

We need to inform members that we need more committee members. **Action Roy**.

**Correspondence:** Email from Bowls regarding collapse of portacabin roof due to leak. Bowls section to provide cost of repair.

**Stewards Items:** None

**Memberships:** Brian has reservations about using fixed membership numbers. These will be documented and fed back to the committee. **Action Brian Lloyd**. Brian also has reservations about using Direct debits for membership fees.

Renewals are processing OK. CASC ratios are OK.

**Bookings :**

21/07/2018 Re-booking by Martin Maloney. OK.

Brian asked that Caravan Rallies should indicate in the diary if they HAVE or HAVE NOT booked the hall for clarity.

Helen to contact Huw about use of Google Calendar. **Action Helen**

**Agenda Items**

- Members and KMF volunteers day will be 10 September 15:00-19:00. Helen will contact Simon Boundy regarding BBQ and Poster. **Action Helen**. Huw to ask D-Day Dolls if they can perform and at what cost. **Action Huw**. Clubs to showcase what they do. Drinks offers to be established. Inflatables to be investigated. **Action ???**

- Seccombes sponsorship £1,000pa. Graham and Clive to discuss and approach Seccombes.
- KMF Glass on field and Shower issue in cricket pavillion. Glass issue is noted. We understand the shower issue has happened again since KMF so is not directly related to it.
- Stage or No Stage ? Huw was authorised to bid £1,020 for a replacement stage on ebay. Sadly it went for £1,040 so we didn't get it.
- Co-opting committee members. Clive Rickman has stepped down as a member. The committee would like to co-opt Clive back onto the committee if he is willing. Need to confirm. **Action Mel**

#### **AOB**

- Committee approved installation of signs and speed bumps. **Action Graham Steer**
- Can Moreton Morrel borrow our big marquee ? No. Too hard to erect and risk of damage.
- Football senior training starts Wednesday 12 July. Note change of day.
- Football tournament on 23 July is not Veterans. More volunteers needed to help. Bar staff will be required. **Action Graham Steer**
- Graham volunteered to pain club windows after the August bank holiday. **Any assistance appreciated.**
- Football need ¾ size goals. Preferred units are £215 each inc VAT. Committee approved spend. **Action Graham Steer.**
- Steve Cadd suggested paying staff extra on especially busy nights. Committee are interested in principle but require input from Treasurer on practicality.
- Bowls need access to toilets from 6:00pm on bowls nights. Bowls to request via Kevin.

Date of next meeting Monday August 7th at 19:30.