

## RICHINGS PARK SPORTS CLUB

### NOTES FROM MANAGEMENT MEETING 28 OCTOBER 2009

#### PRESENT:

R. Sprules  
G. Young  
T. Brown  
S. Burke  
S. Burroughs  
P. Dunham  
R. Webster  
W. Wright

#### APOLOGIES

P. Flatman  
B. Colwell  
J. Spittle  
P. Tanner

- 1.00** Minutes of the 29th September meeting were not available – RS tabled a draft copy and discussed the matters arising from the 1<sup>st</sup> September meeting. **INFO**
- (Copies were circulated by G. Young to members after the meeting).
- 2.00 Matters arising from 29th September meeting included:**
- 2.01 Empty gaming machine on a regular basis. **RF**
- 2.02 Submit true meter readings if the Authorities estimate the readings. **RF**
- 2.03 Appointment of new Accountants agreed GY to proceed. **GY**
- 2.04 T. Brown to disable bar swipe cards and re-issue new to accord with present list of members. (J. Attewell will pass details to Tony). **TB**
- 2.05 RF to note policy on pricing bar services for **all** functions and non-member prices (exception being Club functions where no payment is made by Club). **RF**
- 2.06 RS has responded to the Managers regarding their disciplinary meeting. **INFO**
- 2.07 GY and RS to draft a letter to S. Burke based upon RS letter to the Managers. **GY**
- 2.08 The Managers friends to be asked to join as members if attending the Club regularly, if not NON-MEMBER prices to be applied. **RF**
- 2.09 Manager's presence in the Bar in the evenings to be encouraged. **RF**
- 2.10 The question of food pricing for the next year to be addressed (if higher than local Clubs or Bars). **RF/RS**
- An "On Line" diary" to be formulated where all events can be recorded (via the Managers).
- 2.11 Booking form to be created for Events and Section Bookings, and schedule of forthcoming events. **GY/RF**

- 2.12 Items of savings to be considered by the bar sub-committee are: -
- a) Segregation of the Main Bar heating **GY/PD/RS/RF**
  - b) Earlier closing in quiet times, reduced staff costs
  - c) Staff savings generally
- A request was made for as earlier Managers report to be issued with the agenda for prior information. **RF**
- 2.13 **Bowls**, the grass bin can now be dispensed with, the Club to invoice the Bowls section (50/50) the same facility will be needed 2010 season. **RF**
- 2.14 A capitation fee of £2,500 is progressed. **RS**
- 2.15 GY will follow up these issues and will need support from members. **GY/ALL**
- 2.16 Marquee hire is still on the agenda for 2010 and will be accommodated by Hayes CC if clashes occur. **PD**
- 2.17 PD has promoted Xmas lunches at the Club via the Ridgeway Trading Estate (Menus to be sorted by Pauline). **PF**
- 2.18 Chairs in the members bar require attention. **PT**
- 2.19 RW / RS and team to consider the final section of timber cladding (facing bowls). **RW / RS**
- 2.20 RS to progress the welding of the brackets to the security gate. **RS**
- 2.21 RW / RS to review bin enclosure (P. Underwood to be consulted). **RW**

### 3.00 FINANCIAL REPORT

- Cash situation has recently improved.
- Courage monthly discount is now completed. **RF**
- The £522 loss between Post Office and Bank to be clarified. **RF**
- Bar income is increasing
- Roy to establish if an alternative source of income from machines is possible. **RF**
- Income from 12 September event was a considerable uplift.
- Repayment of temporary loans to be put in hand.
- Year end accounts available in draft for AGM 25<sup>th</sup> November.
- AGM notices and Agenda to be issued – posted and put on website and sections. **GY**
- RHS to issue Chairman's letter **RS**

#### **4.00 MEMBERSHIP REPORT**

- No new recent members
- James list of Social members, Tony to liaise with Pauline.
- Football sections to provide list of Members to D. Dove (via PF)

**TB  
DD/PF**

#### **5.00 MANAGERS REPORT**

- Carpet protection material is difficult to use safely.
- Alternative floor protection to be considered.
- Report not available due to holidays.

**PF  
RF  
RS**

#### **6.00 SPORTS SECTION REPORT**

6.1 **Bowls**, to hold AGM on 2<sup>nd</sup> November

**RF**

, the bin facility to be removed and the Club to invoice for 50% of costs.

6.2 **Tennis**, no representative available.

6.3 **Softball**, no representative available

6.4 **Football**, no representative available, but contact to be made with the football sections.

6.5 **Cricket**, awaits Hayes Cricket Club contacts in 2010.

**RF**

, capitation of £2,500.00 to be proposed or similar figure.

#### **7.00 CLUB HOUSE REDEVELOPMENT**

GY noted that although we are on hold, one of the Developers has made contact, and have been sent our new proposal of a Club House separate from the Residential.

#### **8.00 DIARY BOOKING**

- Free Google website to be set up as a diary for RF / PF to access and adjust to suit all bookings.
- Other parties can access the site but cannot adjust.
- GY to seek assistance from James Attewell.
- RF / PF to maintain a receipt system for bookings and need to liaise with GY / Pam Sprules on the separate accounting for these amounts.

#### **9.00 BONFIRE NIGHT**

- All in hand, but help needed for bonfire building on 1<sup>st</sup> November and Marshals on 5<sup>th</sup>.
- Police presence arranged.
- Food by Signcraft in hand

#### **10.00 ANY OTHER BUSINESS**

- Richings Players may now use the Club as their social centre.

- Also may need to arrange with managers if and when they can rehearse the parts in the Hall or Members Bar. **RF**
- Heating Control valves to save costs of gas for central heating.
- GY reported on the two documents received from Bucks on the Club as a Business, Strategy etc (to be tabled at the AGM)
- RW / RS to liaise on the updating of the Club Policies and Procedures. **RW/RS**

**11.00 Date of next meeting 17<sup>th</sup> November 2009 at 8pm**

**Date of AGM 25<sup>th</sup> November 2009 at 8pm**