



Management Committee Meeting Agenda – Wednesday 10th July 2024, 6.30 pm – 8 pm

In attendance:

Richard Jones, chair (RJ)
Steve Bridgeman, secretary (SBr)
Elissa Seddon (ES)
Peter Horne (PH)
John Shepherd (JS)

1. Apologies for absence RJ
 - a. Stan Ball (SBa), Guy Mines (GM)
2. Minutes of previous meeting, 12th June 2024 SBr
 - a. Approved unanimously
3. Matters arising SBr
 - a. GM to meet with Mary and ES to go through the role. This has been done.
 - b. Complete process to establish ES as primary user on the bank account. **ACTION:** ES to confirm that this has been done.
 - c. **ACTION:** GM to be given access to the bank account as Treasurer. Should be next week.
 - d. SBr has responded to Clive's email regarding appointing RJ as Director of LBSC Ltd.
 - e. **ACTION:** RJ to install a retrofit LED fluorescent tube which we have in stores. If it isn't satisfactory, we will leave it and discuss at next MC meeting.
 - f. RJ has arranged purchase and installation of the new dishwasher.
 - g. RJ to circulate three suggestions for purchase of new fridge. This went out on email to the committee. **ACTION:** RJ to organise purchase of the HOST fridge (£888 inc VAT).
ACTION: ES to organize clearing out superfluous items to make space.

- h. **ACTION:** RJ to source 2 quotes for work to the roof, including from Matthew Giles.
 - i. ES to look at a slot when we can do pickleball on the badminton courts. Slots are available and this will start in September. Monday late morning / early afternoon and Friday during the day. Monday evening and Sunday. **ACTION:** ES to organize pickleball open day and report.
 - j. **ACTION:** ES to pull together meeting to look at grants we can apply for.
 - k. **ACTION:** RJ to pull together a working party to litter pick the grounds and do some gardening.
4. Financial update (GM)/ES
- a. Budget. **ACTION:** GM to provide budget once he has his feet under the table.
 - b. We are in a good financial position, but have projected outgoings which will necessitate building up a contingency fund.
 - c. Hire of the facilities is greatly increased.
5. Club update ES
- a. Staff meeting has been held.
 - b. The Spanish students hire is going well
 - c. Casino Night 5th October
 - d. **ACTION:** SBa to give date for French evening
 - e. Craft Fair at end of August
6. Associate membership ES
- a. **ACTION:** ES to put together a proposal for this and circulate.
7. Match fees, INFORMATION ONLY ES
- a. Agreed to postpone Committee discussion of this until SBa is also present.
 - b. **ACTION:** ES to circulate figures on revenue and cost for squash and badminton matches.

Date for next meeting Wednesday 14th August 2024, 7.30 pm – 9 pm