

Committee Meeting 20th July 2022

Attendees.

Murray Sutton: Chairman

Tim Bannerjee: Vice Chairman

Gary Couzens: Treasurer

Mel Gibbs: Membership Secretary

Tony Braimbridge: Facilities Manager

Sarah Dickinson: Social Secretary

Graeme Hogarth: Squash Secretary

Apologies:

Peter Gray: Squash Secretary

Danielle Wade: Operations Manager

Meeting Agenda

- Membership Waiting Lists
- Bar Modernisation
- Men's Toilets / Changing Facilities Refurbishment
- Tennis Floodlight Upgrades
- Squash Development – The Next Steps
- Committee Structure and Visibility

Membership Waiting Lists

Tennis: We are now at the point where the busiest time for the year is coming to a close. Court usage would appear such that we are now able to increase peak time membership levels with the confidence that court availability to existing members will remain acceptable.

The current peak-time wait sits at about 60, consisting of off-peak members that wish to upgrade, and prospective new members. All on the waitlist will now be offered peak-time membership. Following this the waitlist will be re-opened for new applicants, with admissions processed on a 1-in-1 out policy. This will be reviewed towards the end of the year. (Action Mel)

Squash: Squash court usage has tapered off somewhat as is to be expected during the summer season. There is a small waitlist of 30. All these will now be offered peak-time membership (Action Mel)

Bar Modernisation

Following initial proposals and pricing process a top-end budget of £35K+ VAT has been allocated to the modernisation of the bar.

The fact that a large proportion of membership has great affection for the bar 'as-is' was discussed. It was agreed essential that the look, feel, and character of the bar is to be maintained as part of any work. Some large areas of the existing bar are significantly past their life span and the ceiling in particular has been flagged at a health and safety Hazzard. The committee agreed the modernisation should be as comprehensive as possible within the look and feel remit mentioned.

Proposed designs will be formalised before a 2–3-week consultation period where members will be able to review and provide feedback. Start / completion dates will be confirmed ASAP (Action Gary)

Men's Toilets and Changing Facilities.

Following initial proposals and pricing process a budget of £40 + VAT has been allocated to the refurbishment and modernisation of the men's toilets.

These works will take place after completion of the Bar Modernisation. At a suitable time, proposed designs will be formalised before a 2–3-week consultation period where members will be able to review and provide feedback. Start / completion dates are dependent on the end-point of the Bar project and will be confirmed ASAP (Action Gary)

Tennis Floodlight Upgrades

The consultancy report covering the upgrade of floodlights on court 5-7, and glare reduction from the lights on court 1-2 is now complete. Quotes covering the proposed solution, and the additional upgrade of the lights on courts 3,4, & 8 to LED lighting are due in 1-2 weeks. Following this the committee will reconvene with the intention to sign-off on these works. (Action Tony)

It was agreed to incorporate all or part of the current fees associated with lights charges in to the annual peak-time membership fee packages. This would deliver operational simplicity and an improved experience for members. It is clear that this will need to be supported via a superior system of self-serve operation and lights with a significantly reduced cycle time on courts 3-8. The aim is to complete the of the review and pricing of suitable self-serve options by the end of August (Action Danielle /Tim)

Time frames for installation will be communicated ASAP, but its considered unlikely we'll meet the aim of completion for this winter due availability of components and contractors. (Action Tony)

Squash Development – The Next Steps

The 2 largest areas associated with the proposed plan for the development of our squash facilities are the replacement of the existing roof, and build of a 4th squash court. The initial price estimate options relating to the replacement of the squash roof are now complete.

The final part of the indicative pricing for a 4th squash court is underway and due for completion in 1-2 weeks (Action Gary)

The committee aim to meet early August to review a formal proposal and business case (Action Tim)

The amount of work covered by the Squash Sub-Committee in getting us this far has been staggering. A massive thank you.

Committee Structure and Visibility

With the growth and development of our club comes the need to bring improved formality and visibility regarding the remit of committee roles and the selection process involved with appointment into these roles.

With is in mind it was agreed that

- The description of the remit of all committee roles will be drafted and posted on the existing web site page (Action Tim)
- The footer section of the newsletter will be used to indicate committee members and their relevant email addresses (Action Tim)
- All future positions will be advertised via the usual club communication channels
- All interested members will be invited to apply for any open or occupied position
- Any new committee roles will be approved or otherwise by a simple majority vote during committee meetings, with the Chairman holding the deciding vote in case of a 50/50 split
- At this point committee roles will not have a stipulated fixed term, due to a perceived general lack of interest in the roles in question, the resource needed to run such a system and the absence of any clear need to make this change.