

**ASH-CUM-RIDLEY PARISH COUNCIL  
SPORTS CENTRE MANAGEMENT COMMITTEE**

**Minutes of a meeting of the Sports Centre Management Committee held on Monday  
14 June 2021 at Ash Village Hall, The Street, Ash, TN15 7HB, commencing at 9.45am.**

Present: Cllr M Manley  
Cllr Mrs Clark  
Cllr S Fishenden

Mrs A de Jager – Parish Clerk and Sports Centre Manager  
Ms K Law – Assistant Clerk and Finance Officer

**1. Apologies**

Cllr M Brown and Cllr Mrs Brammer sent their apologies.

**2. Declarations of Interests**

None

**3. Minutes of the Previous Meeting**

The minutes of the meeting of 23 October 2020 were approved and signed.

**4. Finance**

4.1 Current Financial Position – the Finance Officer took members through the reports, noting that the income/expenditure against budget is not accurate due to the Sports Centre COVID-19 closures. Since the last meeting, the Sports Centre closed on 05 November 2020, re-opened on 02 December 2020; closed on 20 December 2020 and re-opened on 12 April 2021. It has been a slow start and some memberships had time owed from the December closure. We have had interest from new members. Minimum wage increased to £8.91 per hour from 01 April 2021 and the fitness instructors' hourly rates also increased from this date. We have not had to draw funds from the Parish Council grant but will draw as required in the future. With only one month full trading, we have a deficit of £2,250. If this pattern continues, we are looking at a year end loss of £25,000. There are sufficient reserves to cover the possible projected loss for this financial year, but will need to be monitored closely as we are coming into the quieter months. Classes have been able to start again with limited numbers. There has been a good response to Badminton re-opening but squash and studio sessions are down. Memberships are lower, but some memberships were extended from December. The Job Retention Scheme ended for the Sports Centre when it re-opened. We have been informed that we do not qualify for the Start Up Grant as Parish Council's are excluded. Sevenoaks District Council had checked with BEIS (Department for Business, Energy & Industrial Strategy) and they have confirmed that we are not eligible.

4.2 Cllr S Fishenden PROPOSED that the cheques signed since the last meeting are approved. SECONDED: Cllr Mrs Clark and AGREED.

**5. Sports Centre Managers Report**

**Usage** – comparison graphs were not produced as they would not be accurate due to the COVID-19 closures and restrictions on number of users. Monthly usage since opening on 12 April is as follows:

USAGE	APRIL 2021	MAY 2021	01 – 07 JUNE 2021
Casual Gym	9	40	8
Gym	333	529	109
Classes		22	21
Casual Rackets	29	115	37
Rackets	8	11	10
TOTAL	379	717	185

MEMBERSHIP TYPE	APRIL 2021	MAY 2021	01 – 07 JUNE 2021
Gym	342	569	117
Rackets	37	126	47
Gentle Exercise		22	21
TOTAL	379	717	185

### **Staffing**

The Sports Centre is currently fully staffed. A revised rota has been introduced, with reduced hours and this is the absolute minimum staffing level for the Centre.

### **Equipment**

2 x 10kg bumper plates will be purchased at a cost of approximately £100.00.

An article will be placed in the next edition of the Bulletin and Hartley Parish Council will be asked if they could put a small article in their next edition.

### **6. Sports Centre Website/Facebook/Instagram**

Cllr S Fishenden will look into setting up Google Analytics to enable us to see how much traffic the website attracts. Facebook and Instagram are updated regularly with information.

### **7. Date of Next Meeting**

The date of the next meeting was set for Monday 26 July 2020 at 10.00am

The meeting closed at 10.31am

Signed: ..... Date: .....  
Chairman