

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

**Minutes of a meeting of the Sports Centre Management Committee held on Tuesday  
07 May 2019 in the Viewing Gallery of Ash Green Sports Centre commencing at 6.30pm.**

Present: Cllr I Mann  
Cllr Mrs Clark  
Cllr S Glover (arrived 6.35pm)  
Cllr M Manley (arrived 6.43pm)  
Cllr V Ngwenya

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

**1. Apologies**

Cllrs M Brown and J Kelly

**2. Declarations of Interests**

None

**3. Minutes of the Previous Meeting**

The minutes of the meeting of 11 February 2019 were approved and signed as a true record.

**4. SPORTS CENTRE MANAGER'S REPORT**

**Usage Figures in the Gym**

	2017/18	2018/19	2019/20	Diff		2017/18	2018/19	2019/20	Diff
April	707	733	927	194	October	480	838		358
May	652	710		58	November	503	786		283
June	616	671		55	December	393	598		205
July	723	770		47	January	714	976		262
August	624	686		62	February	743	912		169
September	542	686		144	March	764	1026		262

**Racket Sports**

	2017/18	2018/19	2019/20	Diff		2017/18	2018/19	2019/20	Diff
April	296	313	317	4	October	295	233		-62
May	322	249		-73	November	371	237		-134
June	292	236		-56	December	238	191		-47
July	304	234		-70	January	330	236		-94
August	348	253		-95	February	255	234		-21
September	265	226		-39	March	269	292		23

**Classes**

	2017/18	2018/19	2019/20	Diff		2017/18	2018/19	2019/20	Diff
April	142	217	309	92	October	205	270		65
May	157	143		-14	November	154	317		163
June	188	227		39	December	109	235		126
July	173	257		84	January	198	366		168
August	85	145		60	February	192	271		79
September	43	228		185	March	217	325		108

Yoga – the Monday class attracts an average of 15 members. The Wednesday class has an average of 5 attending. Total for the month 73

Gentle Exercise Classes – five classes a week are held and are well supported. Total for the month 167

Circuit Training – interest in these classes has grown and the last few weeks have seen around 10 people attending each session. Total for the month 69

Memberships: A few members have taken out the Quiet Time membership. A three month membership has been introduced, and needs to be marketed more.

### **Premises and Equipment**

Squash Court – following the repairs to two sections of plaster on the front playwall, another section of plaster has come loose and the cavity is getting bigger.

When the localised repairs were carried out, the contractor advised that as the plaster is in poor condition as a result of the water ingress, further areas of plaster were likely to fail.

To keep this court in the best condition for members to play, it needs to be re-plastered. The quote received for works as follows:

Squash Court A		
• Remove and replace existing plaster.		£1,900.00
• Sand and remark floor		£ 240.00
• Cleaning of in-play walls		£ 700.00
	Sub-total	£2,840.00
Squash Court B		
• Cleaning of in-play walls		£ 700.00
<b>Total excluding VAT</b>		<b>£3,540.00</b>

Cllr I Mann PROPOSED that the repairs to the Squash Court and Circuit Training Room are carried out as per the costs above. SECONDED: Cllr V Ngwenya and AGREED.

The roof of both courts need to be repaired, quotes are being sought for the Finance Committee to consider. This work will be in the region of £20,000.00. Advice has been sought from the Internal Auditor and he has confirmed that this work should go ahead to preserve and maintain the building. The absence of a lease does not affect the responsibility to maintain the building, however initial enquiries in obtaining grants has not been favourable and the maintenance of the roofs may not qualify for a public works loan. Grants and a possible application for CIL funding will be considered.

Equipment – The chest press has been replaced at a cost of £770.00, strength bars and a stand, stands for the power bags and kettle bells and additional power bags and slam balls have been purchased for the circuit training room.

The equipment in the gym has been serviced with the exception of the cross-trainer as it is not a commercial branded item and the certificate is displayed on the noticeboard in the gym. Two cables were replaced and there are two immediate repairs required, which quotes have been asked for. This will be carried out annually.

The gym will be closed on Sunday 12 May 2019 to allow for the carpets to be cleaned.

One of the gym instructors will be joining the London Fire Services and will leave in August/September 2019.

## 5. Finance

- 5.1 End of year accounts for 2018/19 – The Finance Officer took members through the year end accounts noting that the Sports Centre ended with just over £2,500 profit. Without the subsidy from the Parish Council the Sports Centre would have made a loss of £4,942, achieving a much better performance this year. This is mainly due to the shifts being covered by the Parish Council staff. It was NOTED that the Sports Centre received 50% of the Parish Council grant.
- 5.2 Current Financial Position – The Finance Officer took members through the reports noting that minimum wage has increased to £8.21 and this together with increases to the instructors rates, pension contributions and the fact that the Parish staff will only cover one shift a week, the wage bill is higher, however, we are not able to increase membership rates to compensate for this increase. There has been an increase in users. Showers have been replaced and the air conditioners have been serviced.
- 5.2 Cllr Mrs Clark PROPOSED that the cheques signed since the last meeting are approved. SECONDED: Cllr V Ngwenya and AGREED.
- 5.3 Card payments – enquires have been made into obtaining a card machine to take debit card payments. The fees related to this provision will be in the region of £1,000 per annum. Following discussion it was AGREED that the option to pay by card would not be pursued. It was suggested that enquiries be made into having a provision where members could make online payment by bank transfer.

## 6 Sports Centre Website

The provision of videos on the website will be looked at again, however this may attract a charge from the MPL.

## 7 Leigh Academies Trust and Lease

No update to report a response is still awaited from Mrs S Crocker, Business Director of Leigh Academies Trust or Mr S Norris, Milestone Academy Business Manager.

## 8 Date of Next Meeting

The date of the next meeting was set for 22 July 2019 at 6.30pm

The meeting closed at 7.33pm

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