

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

**Minutes of a meeting of the Sports Centre Management Committee held on Thursday 11
June 2020 commencing at 9.30am.**

Due to the COVID-19 social distancing restrictions, the meeting of the Sports Centre Management Committee was held virtually via Zoom, in accordance with the Coronavirus Act 2020, clause 78(2).

Present: Cllr M Manley
Cllr Mrs Brammer
Cllr V Ngwenya

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

1. Election of Chairman

Cllr Mrs Brammer PROPOSED that Cllr M Manley is elected chairman for the 2020/21 municipal year. SECONDED: Cllr V Ngwenya and AGREED.

2. Apologies

Cllr M Brown, Cllr Mrs Clark, Cllr S Glover and Cllr J Kelly

3. Declarations of Interests

None

4. Minutes of the Previous Meeting

The minutes of the meeting of 17 February 2020 were approved and will be signed at the next physical meeting of the Management Committee.

5. COVID-19/Furlough

Furlough – all Sports Centre staff have been put on Furlough with the government paying 80% of pay. The Parish Council agreed to full pay for the months of April and May. The Finance Committee have recommended that for the month of July, staff receive 80% of pay through the Furlough scheme with no top-up from the Parish Council and moving forward, pay will be in accordance with the Furlough Scheme. In August staff receive 80% of pay, but the employer pays the National Insurance and pension contributions, in September 70% of pay is awarded to staff and in October 60% of pay is awarded to staff with the employer paying the National Insurance and pension contributions. The government scheme has helped significantly and staff have been informed of circumstances as they have progressed.

Re-opening: In response to a Government directive, the Sports Centre closed on the evening of Friday 20 March 2020. In order to be ready to open as soon as we can do so safely for staff and members, a number of changes will need to be implemented, which will incur unbudgeted costs. Some of the necessary preparation discussed included, painting the gym, kitchen, reception, lobby and viewing gallery; provision of new more hygienic flooring in the gym, kitchen, reception and lobby; installation of air filtration systems; social distancing and use of equipment; sanitising stations; cleaning regimes for staff and members; contactless payments; contactless entry; booking system for users and the review of membership charges. Taking into account the potential cost of introducing necessary measures, and the possibility of reduced income due to social distancing restrictions and the confidence of the public in returning to gyms, consideration was given to 'mothballing' the centre, whereby staff would be made redundant and the centre closed until we are able to resume 'business as usual.' Cllr M Manley PROPOSED that the centre is opened, safely, as soon as we are able and that a

review of the status is carried out after 6 weeks. **SECONDED:** Cllr Mrs Brammer and **AGREED.**

Cllr M Manley **PROPOSED** that the Finance Officer continues investigations into the provision for card payments. **SECONDED:** Cllr V Ngwenya and **AGREED.**

6. Finance

- 6.1 The accounts for the year ended 31 March 2020 were **RECEIVED** and **NOTED** **PROPOSED:** Cllr V Ngwenya **SECONDED:** Cllr Mrs Brammer and **AGREED.** The Sports Centre ended the year with a deficit of £810, inclusive of the grant from the Parish Council, outperforming the budget expectations. Membership had increased through the year. Squash usage had fallen but is expected to increase once we reopen as the court has been renovated.
- 6.2 Current Financial Position – The Finance Officer took members through the reports noting that as soon as the Sports Centre was closed, members were asked to stop their Standing Orders and all memberships were suspended. One member continues to pay as it is a company perk and there was a delay in a few members stopping their payments. Current expenditure is wages and telephone and the expense of painting the centre. No utilities have been billed by the school as the meters have not been read.
- 6.3 Cllr V Ngwenya **PROPOSED** that the cheques signed since the last meeting are approved. **SECONDED:** Cllr M Manley and **AGREED.**

7. Sports Centre Website and Social Media

The website and social media accounts will be used to keep members advised of our reopening procedures and give them positive reassurance. Photographs will be taken of the renovations.

8. 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.

9. Date of Next Meeting

The date of the next meeting was set for 09 July 2020 at 9.45am

The meeting closed at 10.23am

Signed:
Chairman

Date: