

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

**Minutes of a meeting of the Sports Centre Management Committee held on Monday
24 October 2022 at 7pm at Ash Green Sports Centre.**

Present: Cllr M Manley
Cllr Mrs Brammer
Cllr Mrs Clark
Cllr S Fishenden
Cllr I MacLeod
Cllr V Ngwenya

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

1. Apologies

Cllr M Brown.

2. Declarations of Interests

None

3. Minutes of the Previous Meeting

The minutes of the meeting of 01 August 2022 were approved and signed as a true record
PROPOSED: Cllr Mrs Brammer SECONDED: Cllr S Fishenden.

4. Finance

4.1. Current Financial Position – the Finance Officer advised that the Sports Centre is currently sitting at less than one months reserves, including £7,500 of the grant from the Parish Council. This equates to a deficit of £19,123 for the first 6 months of the financial year. The income and expenditure was received, noting that all income and expenditure items were lower than budgeted for. It was noted that the leisure industry is not the only industry that has not recovered to pre-COVID levels. Room hire is under budget as we are not back to charging pre-COVID rates as the hirers have not got back to their pre-COVID attendees. Classes are revised constantly and the type and times adjusted. Squash income is lower than budgeted for.

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

4.3 2023/24 Budget – members were advised that CIL income can be used towards the maintenance of buildings, therefore, CIL funds could be used for some of the maintenance of the Sports Centre. Members were taken through the draft budget. It was NOTED that the draft budget is set in October, but is reviewed in January/February when the actual figures are available. Cllr S Fishenden PROPOSED that the budget is approved without amendment and put to the Finance Committee. SECONDED: Cllr V Ngwenya and AGREED. A copy is attached to these minutes.

**5. Sports Centre Manager's Report
Centre Usage**

Graphs are attached with a comparison of the pre-COVID 2019/20 year and then the 2021/22 and 2022/23 years. During 2020/21 year the Sports Centre

Closed	20 March 2020
Re-opened	25 July 2020
Closed	05 November 2020
Re-opened	02 December 2020
Closed	20 December 2020
Re-opened	12 April 2021.

As can be seen, we have not attracted the pre-COVID numbers since re-opening. The staff have been asked to bring any ideas to increase footfall and retention.

Squash Court

The remaining squash court is used for squash and table tennis, however, use for both these disciplines have dropped. September saw 17 bookings for squash and 4 bookings for table tennis.

Classes

The classes schedule has been reviewed, with changes to times and names of classes. The morning classes remain the most popular. These will be reviewed regularly and classes with low attendance will be withdrawn, or look to change times or days.

Half-Term Activities

Half term activities will be held for primary school children for the first week and for senior school children in the second week. An on-line booking system is being used for parents to book sessions.

A coffee machine has been purchased and coffee is being sold to members of the public for £1.50.

Repairs and Maintenance

The squash courts have been converted to LED, brightening up the Centre. The air conditioning units in the gym and air source heat pumps in the squash court and circuit room have been serviced.

Depending on the angle of the rain, water comes into the squash court through the extractor fan this will be looked at and the extractor vent sealed.

Staffing

All staff attended and passed First Aid training on 30 September 2022 and the Sports Centre was closed for the day.

Rotas will be revised and staff have been made aware that this will happen in the near future.

Sports Centre Working Party

Following discussion, Cllr Mrs Brammer PROPOSED that a Working Party is set up to include members of the Parish Council and other interested parties and put to the November 2022 Parish Council meeting. SECONDED: Cllr V Ngwenya and AGREED. The Clerk will draft Terms of Reference for the Working Party.

6. Sports Centre Website/Facebook/Instagram

The fitness instructors continue to post information on social media. Cllr S Fishenden and the Assistant Clerk maintain the website.

7. Leigh Academies Trust and Lease.

No update.

8. Date of Next Meeting

The date of the first Sports Centre Working Party meeting was set for 22 November 2022 at 7pm.

The meeting closed at 7.55pm

Signed:
Chairman

Date: