

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

**Minutes of a meeting of the Sports Centre Management Committee held on Monday  
17 February 2020 in the Viewing Gallery of Ash Green Sports Centre commencing at  
6.30pm.**

Present: Cllr I Mann  
Cllr Mrs Clark  
Cllr J Kelly  
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 and Cllr M Manley

**2. Declarations of Interests**

None

**3. Minutes of the Previous Meeting**

The minutes of the meeting of 21 October 2019 were approved and signed as a true record.

**4. Finance**

4.1 Current Financial Position – The Finance Officer took members through the reports noting that we are showing a deficit of £6,339 with half of the grant from the Parish Council received. January, February and March are good months for the finances of the Sports Centre.

Members were taken through the income and expenditure against budget noting the increase in the number of classes has increased the payment to PRS/PPL, squash income is below budget, but this is hoped to improve with the refurbishment of the court. Wages are below budget as the Clerk and Assistant Clerk continue to work shifts at Reception. Milestone School have entered a new contract for utilities and this will result in a 50% in costs. The mirrors for the Circuit Training room will be installed before year end and come from the equipment budget. Studio sessions are up due to the personal training sessions. Members were taken through the payments since the last meeting.

4.2 Cllr J Kelly PROPOSED that the cheques signed from the last meeting to 17 January 2020 are approved. SECONDED: Cllr V Ngwenya and AGREED.

4.3 Review of Budget 2020/21- members were taken through the budget noting minor changes. Cllr J Kelly PROPOSED that the room hire charge is increased to £28.00 per hour. Wages and NI has been increased as the minimum wage will be increased to £8.7, a 6.2% from 01 April 2020 which is higher than originally budgeted for. Pension contributions remain at 3% for the employer.

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

**Usage Figures in the Gym**

The gym usage figures are as follows, graphs attached:-

	2017/18	2018/19	2019/20	Diff			2017/18	2018/19	2019/20	Diff
April	707	733	927	194		October	480	838	835	-3
May	652	710	917	207		November	503	786	893	107
June	616	671	994	323		December	393	598	695	97
July	723	770	898	128		January	714	976	956	-20
August	624	686	844	158		February	743	912		169
September	542	686	761	75		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	247	14
May	322	249	248	-1		November	371	237	269	32
June	292	236	195	-41		December	238	191	219	28
July	304	234	222	-12		January	330	236	362	126
August	348	253	233	-20		February	255	234		-21
September	265	226	236	10		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	294	24
May	157	143	348	205		November	154	317	331	14
June	188	227	347	120		December	109	235	293	58
July	173	257	426	169		January	198	366	357	-9
August	85	145	240	95		February	192	271		79
September	43	228	283	55		March	217	325		108

Yoga – continues with an average of 9 members attending each class.

Gentle Exercise Classes – continues to be popular

Circuit Training – attracts around 9 regular members

Youth Circuit Training – a new class has been introduced for 14-15 year olds with around 4 young people attending regularly.

## **Premises and Equipment**

Squash Court – the internal repairs to the squash court have been carried out. We were unsuccessful in our application for funding from LoCASE as the Sport Centre pay the utility bills, staff costs etc. for the sport centre out of income i.e. membership fees, the building is still ultimately owned by the council and subsidised by council tax funding. Under the guidance of LoCASE, public sector buildings are deemed ineligible for a LoCASE grant. An application has been submitted to Kent County Council's Capital Grant for Sport, for the air source heat pumps only.

Equipment – seat pads have been reupholstered. A practice boxing pad has been requested and Stacey is looking at a suitable model.

Roof – during the recent storm, part of the concrete infill between the roof tiles and the fascia has come loose and will have to be repaired.

## **Staffing**

All staff except for Paul attended First Aid Training on 17 December 2019.

Cleaner – we have been unable to fill the current vacancy and Paul is continuing with the cleaning.

### **5 Sports Centre Website**

No report

### **6 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.

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

The date of the next meeting was set for 18 May 2020 at 6.30pm

The meeting closed at 7.10pm

Signed: .....  
Chairman

Date: .....