



**CHESTERTON
COMMUNITY COLLEGE**

Chesterton Community College

Sports Centre Committee Minutes

24th April 2013

Chesterton Community College
Minutes of the Sports Centre Committee Meeting
Wednesday 24th April 2013

- 1. Present:** Edit Tokorcsi, Hannah Greenwood, Mary Sanders, Mark Patterson, Sally Gibson, Tracy Roden, Alistair Wayne, Helen Christy and Ayesha Tahir.

In attendance: Wendy Palmby (Clerk)

- 2. Apologies:** Jim Warwick (Chair) and David Carter.

This meeting was quorate 4 Governors out of 6 present. (Quorum is a minimum of 3 Governors)

As Jim Warwick (Chair) was absent, it was agreed that Mary Sanders would Chair this meeting.

- 3. Declaration of Pecuniary Interests:** None were declared.

- 4. Register of Business:** None were registered

- 5. Minutes of the last meeting** (26.02.2013): These were agreed and signed as a true record.

- 6. Matters arising:** Actions from the minutes were discussed as follows:

- **Spinning Bikes:** We are now in a position to buy 13 spinning bikes for the Sports Centre, with a one off cost which includes maintenance for 5 years. All Governors were in favour of buying these bikes.
- **Midweek opening times:** The lease with The Box Cafe is still being negotiated, but it is felt that this will be completed shortly. Tracy gave an update on the negotiations and there is another meeting with the Box Cafe personnel next week.
Action: Tracy Roden/Edit Tokorcsi
- **Update on the new Fitness suite:** The maximum capacity of the fitness suite is 1500 members and at present we have around 1400. The plan going forward is to have a sinking fund in place for a small extension. Options going forward were then discussed by the Governors present. The busiest times are in the evenings, so it was felt that to open early mornings from Monday to Friday may help to alleviate this. At present we open Monday, Wednesday and Friday 7-9am. Mary Sanders proposed therefore that we open every week day from 7am Monday to Friday from September 2013 and all Governors were in favour. The cost (£4.5k) will be reflected in the budget for 2013.14. It was also felt that it would be useful to monitor the opinion of members when the fitness suite is really busy. **Action:** Edit Tokorcsi

- 7. Customer Survey:** Edit Tokorsci circulated analysis on the percentage age range of the members and customers, with a breakdown by gender. The greatest percentage was members (38%) aged between 19-30. There was only 1% over 70 years of age. At present 36% of our income is generated from our members. Our current customer survey results however do not reflect our membership base. It was suggested that using a survey package which could be used on the equipment while customers were using it, might be the way forward to ensure we have the views of our members.
- 8. Online booking system:** Tracy updated the Governors on the latest information from the County on the firewall which was preventing us using the online booking system. This issue had moved up their list of priorities, but Tracy would chase them for an answer as it is now overdue. It was thought it may be useful to join other schools to give this more momentum.

Page 1 of 2

Signed -----Date-----

- 9. Our Vision:** Edit Tokorsci circulated a document which outlined the development plan for the Sports Centre from 2013 to 2014. Edit then went on to present the report, outlining the strategic priorities. There was the option of selling the old spinning bikes for a small sum, or the company supplying the new ones could purchase them at a very low price. It was decided to try and sell them initially.

There is a Disability festival scheduled for June and the Adult Education programme is underway.

The Astroturf development will see some events taking place too.

It was suggested that we may want to do something with spinning bikes this year and in 2014 and possibly link to the Tour de France and also events involving working alongside Techno gym, to launch the new bikes.

- 10. Financials:** The management accounts had been previously circulated to all Sports Committee members and the accounts report actual V budget September 2012 to February 2013 plus a complete reforecast on each line to the year end. Tracy Roden presented the paperwork. The points made were as follows:

Costs

- The majority of under spends year to date are people costs and the majority of this save has been built into the reforecast for the full year.
- Building maintenance was over budget, but the majority of the spend has now taken place.
- Administration costs have increased due to radio advertising and website improvement costs.
- There will be nothing to add to the tennis court sinking fund this year, but this will be put on the strategic plan and built into the next 2 years budgets.
- Staff costs are up as more training has been given in particular to Health and Safety.
- Astroturf has its sinking fund still intact.
- The overall aim is to deliver 100% on the Gift to the Academy whilst improving the Centre.

Income:

This is slightly below where we wanted to be, mainly due to the lettings of the Dance Studio and Corporate Memberships not achieving target, there is some capacity in this going forward. The Corporate membership is an ambitious target, but with early opening this may increase income. The Governors were then asked if they had any questions. Governors asked about the corporate membership. A letter was going out to companies shortly and the really local companies would receive a visit from one of the Sports centre staff. Some of the loss was due to a large company moving, but a new one was in place and was being courted.

11.A.O B. A Governor asked if there would be space for a tennis court on the site of the new pavilion.

This could be another area for growth. Mark Paterson agreed to chase for some planning dates.

Action: Mark Patterson

12.Date of next meeting: Tuesday 11th June 2013 at 8.00 am in the Head's Office.

The meeting closed at 9.00am