



**CHESTERTON
COMMUNITY COLLEGE**

**Chesterton Community College
Sports Centre Committee Minutes
21 October 2014**

Chesterton Community College

Minutes of the Sports Centre Committee Meeting

Tuesday 21st October 2014

- 1. Present:** Edit Tokorcsi, (Sports Centre Manager) Hannah Hibble (Assistant Sports Centre Manager), Helen Arnold, Lucy Scott (Headteacher), Mark Little (DOFAR), Jim Warwick (Chair), Mary Sanders, David Carter, Ayesha Tahir, Eva Pepper, Helen Christy (Community rep).

- 2. Apologies:** Alistair Wayne, Carrie Holbrook (Senior Sports Development Officer for the City Council).

This meeting was quorate 7 Governors out of 8 present. (Quorum is a minimum of 4 Governors)

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

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

- 5. Election of Chairperson:** Jim Warwick – proposed by Mary Sanders – seconded Helen Arnold. Unanimous vote in favour.

- 6. Minutes of the last meeting** (03.06.2014): These were agreed and signed as a true record.

- 7. Matters arising:** Actions from the minutes were discussed as follows:
 - i) Pavilion:** confirmation from new developers that it will be going ahead
 - ii) Membership Income / Data:** Edit Tokorcsi (ET) advised that there has been a consistent error in the reporting of gym membership numbers (for many years) due to expired monthly memberships being counted. The current membership figure should be 1,010 rather than approx. 1500 previously stated. This number correlates more appropriately with the income generated from memberships.
 - iii) Space for extra classes:** The Cardiac rehabilitation is currently running with City Council subsidy. From October the SC will pay half of the instructors' fees until the end of the year. The GP referral scheme is to be reviewed by the City Council in January. **Action:** Monitor outcomes of above review. Explore possibilities of engaging with local GPs – invite them to drop in and see the facilities etc (ET)
 - iv) Health & Safety:** Recent very serious pool incident was described in detail and discussed at length. Thoroughly investigated and reported and lessons learned. The conclusions from this have been that the Playscheme would no longer be run, with the focus instead being on running specialist sports courses etc in holidays.

Further actions: Conduct detailed H&S review with Stuart Wood and arrange regular audits in future. Report back on this at January's meeting (ET/ML). H&S to be a standing item on agenda going forward.

- v) **Pricing Structure:** The prices at Chesterton were compared with those of our competitors and it was decided to increase our annual and monthly fees together with Astroturf letting fees by a small amount. All Governors agreed to this increase.

8. General Update: Refer to separate report provided by Hannah Hibble (attached)

9. Budget update: Copies of the income and expenditure (attached) were circulated to Governors and Mark Little explained the figures.

Income: Memberships performed well being 19% up against budget and 12% up on last year. Swimming lessons were also strong at 22% up against budget and Adult Education at 39% up. Playscheme down against budget but contributing £12K net profit (noted as not to be run going forward).

Expenditure: Overall controlled pretty well meaning that a greater than budgeted figure (£40K vs £12.5K) could be added to the tennis court sinking fund (as the need to undertake significant resurfacing work soon has been flagged as urgent) and still a figure of £81,790 contributed to the Academy (budget £59,600).

10. Next meeting to consider the Sports Centre's Strategic Plan

11. There was no other business

12. Date of next meeting: 13th January 2015 at 8am in the Head's office.
(Note change of date)

The meeting closed at 9.15am.