

Chesterton Community College
Sports Centre Committee meeting
Minutes from the 27th November 2018

1. **Present:** Martin Russell (MR), Edit Tokorcsi (ET), Mary Sanders (MS), Jim Warwick (JW), Helen Arnold (HA), Roger Mann (RM) and Suzanne Izzard (SI)

2. **Apologies:** Lucy Scott and Danielle Guy.

3. **Election of Chair:** Helen Arnold was nominated to stand as Chair, the committee were all in agreement.

4. **Terms of Reference:** The committee were in agreement and no changes were made.

5. **Declaration of Conflict of Interest:** Nothing new to add.

6. **Declaration of Business Interests:** Nothing new to add.

7. **Minutes of the last meeting (22nd June 2018):** These were agreed and signed as a true record by the Chair.

8. **Matters Arising:**
 - Re surfacing of the astro was discussed in depth by the committee. Funding schemes and impact of loss of business was discussed and the committee were keen to ensure that there was minimal disruption. MR to work with contractors to find the best time.
 - MR discussed a proposal for the tennis courts. This involved a tennis association taking over the courts and would there ore pay for the refurb programme. His would be a 10 year agreement Governors raised some concerns over school availability to which MR assured governor that the school would have full access to the courts during the day. It was agreed that MR would relook at the draft agreement and amend accordingly. It was also advised that Stoneking be involved and look over agreement. Day to day maintenance of the courts, honouring existing members discount for usage was discussed. MR to look further into this and send final

agreement to the Sports and Resources committee. Governors were happy with the proposal in principal.

- ET went through some loss of income data with the committee. Parking and pool availability were discussed and a couple of closures due to the building works.

9. Sports Centre Managers Report: ET went through the managers reports covering the following strategic priorities:

- To deliver a significant financial contribution to the school. – This was discussed during the budget update.
- To increase market share and increase membership base. – Memberships and additional income opportunities was discussed. The new climbing wall has been installed and staff are getting training. ET went through the membership report which had been previously circulated to governor sin advance of the meeting.
- To provide a high quality of customer experience that maximises customer satisfaction.
- To provide a high standadrd environment that is clean, safe, attractive and fit for purpose, reducing carbon footprint where possible. – atroturf carpet replacement, tennis court refurbishment and box café furniture was discussed.
- Develop strong links with the Sports Centres key stake holders to improve the centre.- changes in swimming lesson timetables and online booking system for courses was discussed.
- To increase and encourage community participation.- Lets go festival to encourage more women to participate in sports/exercise, weight management, ladies 5 a side, Sports Centre Managers Network meeting quarterly- organised by Cambridge City Councils Active Lifestyles Team.
- To maximise the opportunities provided by key sporting events.- Swim Gala planned for the 17th December (staff team to take part) Annual charity event – TBC.

10. Annual Customer Survey 2018/2019: ET showed the committee the survey which will be going to customers. This will be available for customers to complete both online and in the Centre. Governors were happy with the content.

11. Health and Safety Update: Details of incidents were circulated to the committee in advance of the meeting. There was nothing serious to report.

12. Ofsted Updates: Nothing to add.

13. Budget Updates: MR gave an over view of the budget for 2017-2018 highlighting the key areas. MR explained that there is still some coding issues which need addressing but overall was happy with the outcome. Governors were happy with the budget.

14. AOB: RM raised the issues with the CCC website being down. MR explained that IT were aware and are working hard to resolve this. It was agreed to put meeting times on the next agenda.

This meeting closed at 9.45am.

