

## **Minutes of Management Committee held on Tuesday 28th June 2022 at 7.30pm in the Parklangley Club New Meeting Space.**

Present: Jacqui Bance (JB) Chair, Dave Cooke (DC), Rob Dagwell (RD), Rod Forrest (RF), Stephen Grindley (SG), Sue Highmore (SH), Gerard L'Aimable (GLA), Alan Lynch (AL), Janet Moody (JM), Anthony Nickalls (AN), John Williams (JW), Keith Waterton (KW) Director, Parklangley Freeholders, Guest.

1. Apologies for absence:  
Kelsey Conway (KC),
2. Minutes of last meeting: Minutes of Meeting held on 19.5.2022 were signed by JB as a true and accurate account.
3. Financial Reports: GLA confirmed 3rd and 4th quarters to year end 31st March 2022 had improved. We have returned to a comparable pre-Covid annual surplus and should be on track to have a very good year. GLA started the audit process last week. He does not think it is a good idea to change auditors as our current ones know Club business so well. Costs were higher due to volume of repairs and maintenance being carried out during the Club's Covid shutdown but these have tailed off now. GLA will resume research of which banks offer better interest as Santander do not offer a good rate. JB suggested looking at Chase. GLA said the freehold cottage the Club own in Beckenham has not been re-valued for some time and now has a value of approximately £650,000 to £700,000. SH confirmed the tenant is not planning to retire yet.

#### 4. Managers Updates:

**General Reports** – DC distributed Income and Memberships Report for May 2022 to MC prior to meeting and confirmed that all playing sections and the Gym are back to full strength.

**Staffing Matters** – New Bar Manager, Shaun Doyle, resigned during his probation period. A replacement Bar Manager will be recruited in a revamped role as Operations Manager.

**Health and Safety** – DC told MC that a claim, ongoing back for several years has been settled.

**Safeguarding** – Redacted.

**Clubsys (CS) update/cyber security** – JB confirmed GL'A will lead on researching the performance of Clubsys system. KW offered his help which GL'A was pleased to accept.

5. Manager's Wish List: – DC circulated Wish List of Minor and Major Projects 2022/2023 in advance of the meeting

#### **Minor**

DC confirmed that all 13 items listed on the Minor Project List were either in progress or had been completed.

#### **Major**

Item 1. Tennis Court LED lighting upgrade (clay courts) – MC agreed that next step is either LTL confirms that the lights are under 50 lux or if not we apply for planning permission.

Item 2. A potential TFF development – No progress.

Item 3. On hold.

Items 4&5 We have submitted planning permission application for S&C area. There is a delay and we are waiting for a decision soon.

Item 6. Grounds compound Relocation – Tree survey completed. Planning permission submitted.

6. Email from David Wrighton (DW) to Committee

MC discussed Dave Wrighton's email and the historic ethos of the MC. JB read a report of her proposals to make changes to the way the MC operates including MC members seeking her permission before selecting assistance on their delegated projects. SH reiterated her response to DW's email, circulated to MC in advance of the meeting; that Members put their faith in those they elected to serve in various different capacities and expected each to get on with their task, seeking help when and if needed, from whoever was best placed to provide that help; that she has always found both colleagues on the MC and wider members to be generous with providing assistance and informed opinion when asked; that it is a model that has served the Club very well and she would be sad to see it abandoned. SH confirmed she will not continue on the MC under JB's new proposals. Further discussion by MC supported the view that the club should continue the ethos of utilising the range of expertise our members can offer and to continue seeking advice from all quarters. GLA stated however the Chair should be informed beforehand and the management committee should decide by a majority if that person should represent us at an external meeting.

It was agreed that the MC as a whole and not solely the Chair hold responsibility for decisions made by MC, decisions will continue to be made by the Committee and not by any individual MC member. A vote was proposed that: There will be no changes to the current position of the Management Committee, and subject to GLA recommendation this was carried by a majority of 7 For / 1 Against / 1 abstained.

7. Club developments and projects:

**New Squash Court and Quiet Bar Project** – DC circulated drawing/plans from Ron Terry (amended 15.6.2022) in advance of the meeting relating to access to the quiet bar / members lounge area. These include open plan lounge upstairs, better internal access, and should address most of the concerns raised previously. There will be less construction work and steel. We would maintain current footpath and outside seating by Courts G & H. We don't have to move disabled toilet. This plan is much more cost effective. DC confirmed cost plan received from KCC Limited for original squash court and bar project is £1.3M plus VAT. Ray Cole thinks some costs seem heavy but SG confirmed rapidly rising costs of materials. The next step to move the project forward is to get our QS, Kent Consulting, to cost the amended drawing and DC to arrange a fire risk review considering the changes proposed to access the new squash court and member lounge. Ron Terry will produce visuals of the new connection to existing squash court courts with the number of seating achieved. DC to action these points.

**Worsley Bridge Road** – SH confirmed that the meeting she and Dave Wrighton attended with Caerus was an initial fact finding meeting. Caerus had displayed unauthorised wording on their website about their relationship with the Club and SH had asked them to remove it. Caerus have applied for planning permission and are currently awaiting response.

**Updated list from committee members** – JB asked for update on ODs. SH said no further progress has been made. JB asked if SH if wants assistance with MC work. SH declined.

8. Section Reports

**Badminton:** RF confirmed that the updated Coaching Policy was adopted by the Badminton Committee. Decision to obtain a digital peg board has been deferred. The Ladies Night was unsuccessful but RF thanked DC for his support. Paying match fees electronically is being investigated by DC.

**Squash:** JW confirmed all good news. Finals night was successful and Racquetball Finals took place the same night. We have the youngest Squash champion. Membership is looking healthy and Junior Membership is back to level. All 80 tickets have been sold for an Exhibition Match between World No. 1 and No. 3. The Clubs social media contractor is going to attend the match and report on social media and a photographer has been arranged.

**Tennis:** AL reported membership is good and tennis courts are very busy. Although the updated Coaching Policy has been adopted, it is not being adhered to. Two Club members are being paid by parents for hitting and coaching their children. It was agreed by MC to evoke disciplinary action against the members. A panel of AL/SH/ and a third person selected by AL will manage the action. DC told MC that one of our coaches is leaving the Club to go to Bristol and another coach is leaving to go to Uni and then to travel as a hitter.

**Bar:** RD said the Bar and Events are going well. Members enjoyed the recent Quiz Night and another is planned. Bar staff are happy. KC and RD have done beer tastings. Members asked Rob about the TV Policy, it was agreed posters will advertise in advance what sports events will be shown on TV where there are clashes. RD anticipates a good summer of sport. DC said healthy snacks and drinks will soon be served in the bar. Fuel surcharges are affecting bar deliveries. New and former casual bar staff are back from Uni for Summer break. Molly, Sam and Anabel, the new supervisors, are training with KC.

#### 9. Any Other Business

- DC - There are problems with fabric fraying on the top of the bar chairs. DC is dealing with manufacturers.
- DC – A local property developer wants a gas pipe moving that comes into the Club. DC has spoken to the Gas Board who confirmed they will have to pay for it to be moved.
- DC – Emma Radacanu has done some media on Monday. DC, AL and Harry Bushnell were interviewed by Radio Kent.
- AN – raised an issue with lights on the courts on the previous weekend. DC confirmed a problem with Clubsys had affected the booking system and light and was rectified on Monday (27.6.2022). DC confirmed that on this coming Friday (1.7.2022) one of the main controllers is being changed and will mainly affect floodlighting.
- GLA – Wants to see financial impact of changing members discounts. DC said Caroline Riley can provide GLA with a members list.
- KW – Raised issue of members padlocking bicycles to courts. DC is sending out an email telling Members they cannot padlock bikes to courts or take them on courts which has happened. This has serious H & S implications.
- RF – raised an issue of people being smuggled into the Gym. RD has also observed this behaviour. As a result the Gym becomes overcrowded and equipment is not readily accessible. DC confirmed he is addressing the problem. CCTV is being installed on desktops which has stopped it and a member has been disciplined and put on final warning.
- DC – told MC that a financial legacy was left to the Club a few years ago in the Will of a former member. DC will ascertain which Section he played for and will consult about ideas for spending the legacy.

#### 10. Date of Next Meetings

Tuesday 13th September 2022 at 7.30pm

Thursday 17th November 2022 at 7.30pm

Signed \_\_\_\_\_ Date \_\_\_\_\_  
J. Bance (Chair)

*Meeting closed 22.15*