

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

**Minutes of a meeting of the Sports Centre Management Committee held on
Wednesday 23 October 2024 at 7.30pm at the New Ash Green Village Association
Meeting Room.**

Present: Cllr S Fishenden
Cllr R Brammer
Cllr C Clark
Cllr A Jauch (arrived 7.35pm)
Cllr V Ngwenya

A de Jager – Parish Clerk and Sports Centre Manager
K Law – Deputy Clerk and Finance Officer
M Johnson-Hodges – Assistant Clerk

1. Apologies

Cllr M Aspinall, Cllr M Manley, Cllr G Pender.

2. Declarations of Interests

None

3. Minutes of the Previous Meeting

Cllr R Brammer PROPOSED that the minutes of the meeting of 06 August 2024 were approved and signed as a true record. SECONDED: Cllr A Jauch and AGREED.

4. Finance

- 4.1 Current Financial Position – The Sports Centre is showing a deficit of £1,283 and reserves of £12,311 which is one and a half times running costs. £7,500 of the Parish Council grant has been received. With the exception of room hire, and rackets all items are performing better or on budget. Studio sessions and monthly membership increase is partially attributed to the temporary closure of the Clocktower Gym. We have still not received any information or invoices for utilities from Milestone Academy
- 4.2 Cllr S Fishenden PROPOSED that the cheques signed since the last meeting are approved. SECONDED: Cllr V Ngwenya and AGREED.

5. Sports Centre Manager's Report

Clubright Software

The transition to Clubright is progressing and staff have been transferring existing members over. However, as we are running both the old and new systems, the data collected for this period will not be accurate. From 01 November we will be using Clubright only and this will allow us to generate more reliable statistics.

Gym

Use of the gym and circuit room continues. We will start looking at the layout of the circuit room and assessing the equipment to maximise use for members.

Classes

Class attendance has dropped and all classes will be monitored going forward. Part of the drop in numbers attending is due to the summer holidays where many of our

members have family commitments. A new mum's and babies call has been started on a six week trial.

Teen Gym

Teen gym continues on Mondays and Thursdays. Attendance on Mondays has noticeably dropped. This could be due to the young people having rugby practice on Monday evenings. Thursdays are attended by an average of 5 young people. Both Jo and Kaine continue to provide guidance during these sessions.

Staffing

The Sports Centre is fully staffed. We have 5 external instructors that take classes in the Centre.

Repairs and Maintenance

All repairs identified during the annual inspection have been completed, except for the replacement of the collar assembly on the fly machine as the contractor is having difficulty sourcing the spare part.

A new power cable has been purchased for one of the treadmills as the old one kept working loose.

6. Leigh Academies Trust and Lease.

Leigh Academies Trust and officers from KCC arrived unannounced at the Sports Centre to discuss the lease and Dual Use Agreement. As the Clerk was on annual leave, it was agreed that KCC/Leigh Academies Trust will contact us once they have had time to review the documentation they have. Legal advise will be required and once a Head of Terms has been put forward, quotes will be sought.

7. Sports Centre Website/Facebook/Instagram

Training in social media and Canva will be undertaken by one of the receptionists who will then take on the social media posts.

8. Date of Next Meeting

The date of the next meeting of the Sports Centre Management Committee was was set for 12 November 2024 at 7.30pm at the Village Association meeting room.

The meeting closed at 8.00pm

Signed:
Chairman

Date: