

DSTC COUNCIL

Meeting Minutes

Held at Duffield Squash and Tennis Club. Date and Time of meeting: 9th December 2024, 7.00pm.

Present: Anthony King (AK), James Grindell (JG), Vic Malysz (VM), Dean Gregory (DG), Mike Corne (MC), Alison Knibbs (AKn), Gill Holt (GH), Finlay Stott (FS), Glynnis Wigram (GW), Sally Hargreaves by link (SH).

Apologies: Grenville Holt (Has completed transfer of roles to VM and MC)

1. **Declaration of Interests.** There were no conflicts of interest declared.
2. **Previous Council Minutes.** The minutes from the meeting in November have been agreed and will now be published on the websites.
3. **Matters Arising from Previous Minutes.** The matters arising from the previous minutes are all in hand and covered by this meeting's agenda items.
4. **H and SE: Report of Incidents.** No incidents reported.
5. **Safeguarding Report and Ongoing Actions.**
 - a. The formal complaint has been resolved with an apology being given and accepted.
 - b. Wording has been agreed, to be included in club information, requesting members with any health concerns to seek advice before playing or taking part in any fitness activity. Reminder posters are also to be put up outside squash courts.

ACTION: FS to arrange the posters.

ACTION: James will liaise with John Eisenberg regarding a possible instructor for a further defibrillator training session

6. Floodlights Proposal Formal Approval

Subsequent to the November meeting, agreement to the written proposal and costing was reached by all council members and formal approval given for the work to proceed as soon as possible to upgrade the tennis floodlights using LEDs.

7. Flood Barriers Proposal Formal Approval

Formal approval to proceed with the flood barriers proposal and costing, with the recommended Option B, was agreed by all council members. FS is to instruct FloodTech to start the work with immediate effect.

The documents discussed under agenda items 8, 9 and 10 below were amended in situ as changes were agreed.

8. Constitution

ACTION: AKn to issue each council member a letter of appointment (ref. 5.6) for signature

ACTION: Section 6.7 requires all members to abide by all policies approved by the council. These must be available to access on the club website (VM and GH). New members must be made aware of them in the joining email.

ACTION: AKn to send the checked Constitution to the Squash, Tennis and Gym/Fitness sub-committees for buy-off, with comments to be sent to AK by COP Friday 20th December.

The completed, revised Constitution will then be presented for members' approval at the next EGM, which will be held on 5th February 2025.

9. Code of Conduct and Disciplinary Procedure

(Changes were made with no actions required)

10. Byelaws

ACTION: In 'Byelaws', it was agreed dogs should be discouraged, rather than banned. AKn to compose the words and explanation.

ACTION: AK to send AKn the three amended documents for checking

11. Proposal for squash and tennis members to play each other's sport (short-term amnesty)

The proposal for each membership group to be able to book courts and be able to play each other's sport was discussed and agreed.

ACTION: JG, VM, DG to draft a proposal by 18th December

12. New Year Membership Offers

ACTION: JG to place a half-page advert in Duffield Scene with proposed deals for New Year (deals valid until August 2025)

13. New Club Name Proposals

It was decided the council would benefit from seeking outside professional help in determining our brand and a suitable logo. They would need to liaise with the club to determine a specification, against which the club can obtain three quotes from suitable brand designers.

ACTION: JG, FS, VM to identify and approach suitable professional expertise

14. Membership Communications

There have been regular email communications to club members. This should be continued, but in a controlled manner. A monthly bulletin was proposed to report on activities across the club with a regular Chair's Update to communicate club development matters .

The documents for each section (agenda items 15 – 18) were sent to council members before the meeting.

15. Squash Report

Bar opening hours were recently reviewed – earlier opening hours were recommended (and implemented) but later opening is not justified by current usage and would need extra bar shifts, incurring greater cost.

Reviewing new coaching structure requires coordination with Tennis to facilitate bringing both sections closer.

ACTION: DG (including FS and Lesley Sturgess) and JG to form a working group involving sub-committees.

16. Tennis Report

17. Social Report

} No actions required

18. Gym/Fitness Report

The issue of individual users not booking prior to using the gym was discussed. This needs to be re-visited at a future meeting.

Description of gym needs updating on squash website.

ACTION: MC and VM to put together suitable content for inclusion on the website

18a. Facilities Report

Door entry code will be changed monthly from the New Year. Proposal to issue this to certain user-groups was discussed, but security was a concern.

ACTION: FS to propose an improved security system

19. Finance Report

The Cash/Flow spreadsheet was displayed to the meeting and explained.

Originally, £100K had been allocated for repairing the club roof. This will now not be necessary for several years, although £10K is needed for maintenance.

£300,000 is set aside for repairs in the case of a future flood. Should we get insurance for flooding this would not be necessary, significantly affecting our cash flow. This will be determined by mid-January.

£500K allocated for redevelopment of the club, which will require fundraising. We need to refine our estimates and have a vision for the club in a 1-2 year horizon.

ACTION: Each council member was asked to provide 5-6 ideas of what they would like this club to become (to AK by 5th January)

ACTION: SH to talk to each section in the New Year to discuss the cash flow and finances

ACTION: SH to form a Fundraising Group in the New Year

20. Generate a 12-month calendar of dates of council meetings and proposed plan

AK and GW will address this outside of the council meeting.

There are numerous initiatives, changes and improvements being discussed and proposed. An additional action was taken for AK and GW to put a plan together covering the next twelve months proposed activities.

21. Date of the January (and others in May + AGM in Sept) EGM.

The next EGM will be on 5th February 2025 (location to be decided).

AOB:

Due to time constraints, AOB items would need to be raised by email or postponed to the next meeting.

Next meeting will be held at the DSTC on Monday 20th January at 7.00pm

Glynnis Wigram

12/12/24