

## **Minutes of DSTC Council meeting on AUG 20, 2024, at 6 pm at Holbrook**

**PRESENT** Mark Benson Andy Page Nigel Williams Grenville Holt Vic Malysz Gill Holt

**APOLOGIES** Alison Knibbs Sal Hargreaves

1. **Declaration of personal interests.** All those present confirmed no personal interests.
2. MINUTES - of the Council meeting on July 05 were approved. These will be put on the websites.
3. **MATTERS ARISING.** Some work is still required to finalise bar closing hours. Action for Andy with bar managers
4. **REPORT OF INCIDENTS .** A senior member fell and was injured while playing pickle ball. He attended hospital but suffered no serious injury.
5. **SAFEGUARDING.** Policies of the prior clubs are now being merged. DBS requirements for PTs has been confirmed and most council and committee requirements are complete. A club access and security meeting was held and reported by Lizzie Paish with useful suggestions and solution. Feedback from the council was positive with a request to consider and clarify first what problems we are trying to solve.
6. **MEMBERSHIP COMMUNICATION:** Andy Page provided an excellent summary of our financial position for communication to club members. This covers settlement of insurance and plans going forward. Our cash position is strong, but lack of flood insurance makes the club extremely vulnerable against which we aim to build reserves. This requires the club to make a profit of >£57K for the next six years to manage the forward risk. The six-year plan to build a sinking fund is feasible despite headwinds such as inflation and our ageing membership demographic.
7. **SQUASH REPORT.** The report from Vic Malysz was clear and accepted
8. **TENNIS REPORT.** The report from Sal Hargreaves was accepted with some clarification required.
9. **SOCIAL REPORT.** The report from Gill Holt was clear and accepted. The Social committee are now planning events into 2025 with a full 2024 Q4 programme.
10. **FITNESS & GYM REPORT.** from Grenville Holt was accepted.

11. UNIFICATION UPDATE. Though we have made great strides in key areas with implementation of the Xero accounting system and strategies from Tennis Socials and Gym sections, we still have many gaps to address. Andy Page will revisit update and publish our earlier unification file and circulate to council members to drive accelerated action in Q4.
12. FINANCE REPORT. The Xero accounting system is now operational providing the first clear financial picture of our united club. The 2023/4 accounts are now established along with a budget for 2024/5 agreed with squash tennis and fitness sections. Copies of accounts are available upon request. Consolidation of eight legacy bank accounts is underway with agreed delegated authorities and mandates to pay subject to council approval.
13. CODE OF CONDUCT, BYELAWS AND CONSTITUTION. A new Code of Conduct and Disciplinary Process, and Byelaws are being drafted, and revisions to the Constitution are being considered. We will apply codes and byelaws from legacy clubs to guide business until complete. On court codes are specific for each sport whereas general club behaviour applies across the organisation. We are currently addressing several alleged breaches of conduct rules.
14. CYCLE RACK AND LOCKERS. Funds are available and an agreed rack to hold six bikes will be procured. Action Nigel Williams. We discussed the requirement for lockers at the united club. Though demand is low, a unit with small lockers will be provided for rackets players available for the duration of the day's activity only. A personal items unit will be provided in the gym as prior. Vic proposed a high shelf to be installed in the changing rooms for players.
15. SOCIAL MEMBERS. Gill Holt proposed to increase social membership, and we discussed ways to achieve this: One proposal is to offer parents and/or partners of existing playing members very low-cost social membership. A minimum fee of £5 to cover costs for an extra fob was proposed. We will communicate further after canvassing opinion.
16. REIMBURSEMENT FOR LOSS OF FACILITY DURING THE FLOOD. We propose to provide a reimbursement option to members who continued to pay subs during defined periods of inactivity during the flood period. This will be specific to each section, squash, tennis, gym for those who seek the reimbursement, Eligible members will be contacted individually by each section. Action Vic, Sal, Grenville.
17. DATA PROTECTION. This is an ongoing issue for all organisations, Vic and Alison will provide a recap of prior actions to the council as we assess the risk forward.

18. RECRUITMENT FOR VACANT COUNCIL ROLES. Two applicants have expressed interest in the club secretary role.

19. STRATEGY RETURNS FROM CLUB SECTIONS. The squash section strategy remains outstanding. Mark Benson and Andy Page are involved in establishing a constructive and reasonable dialogue with squash committee personnel in order to make progress.

20. AOB. The coffee machine and lounge are established and on track to meet demand - many thanks to Lizzie Paish for driving this project.

21. DATE OF NEXT MEETING: 17 September at 7 p.m.