

Minutes of DSTC Council meeting on 17 Sept 2024, at 7 pm at DSTC

PRESENT: Mark Benson, Alison Knibbs, Andy Page, Nigel Williams, Grenville Holt, Vic Malysz, Gill Holt. APOLOGIES Sal Hargreaves

1. **Declaration of personal interests.** All present confirmed no personal interests.
2. **MINUTES** - of the Council meeting on August 20 were approved. These will be put on the websites.
3. **MATTERS ARISING**
 - a. Early opening has been agreed with the bar managers. Late opening would require an extra shift, and current demand does not indicate or justify the need. For club nights and matches or social events the bar staff on duty may agree to extend or team captains may continue later bar service and club closing with their agreement. The bar managers and staff remain adaptable and helpful on this issue.
 - b. Club financial accounts for 2023/24 to be published on websites – link to be provided.
 - c. Tago investigating appropriate cycle racks to fit at rest of court 1 and will report back costs.
 - d. Increasing social membership to be further explored as part of the broader membership offering and pricing - this is a 2025 initiative.
 - e. Mark to remind tennis section of the need to communicate to members on reimbursements available as a result of the flood closures.
4. **REPORT OF INCIDENTS.** None reported.
5. **SAFEGUARDING.** Report accepted – no significant issue arising.
6. **MEMBERSHIP COMMUNICATION.** Regular communication via bulletin and sections is continuing. Social media activity working well. Rolling electronic notice board to be trialled on downstairs and upstairs lounge TVs. We propose to develop a members' forum in 2025. ACTION - Grenville to scope and propose how this would work at next meeting.
7. **SQUASH REPORT.** Four additional members reported. Clarification required from Vic re reported figures at next meeting. The new club 'pro' was discussed. Vic to clarify his role and value added at the next meeting.
8. **TENNIS REPORT.** Not yet submitted. ACTION - Sal to summarise and provide update to Council next meeting, post tennis committee meeting scheduled 23 Sept at the end of a busy season.

9. **SOCIAL REPORT.** The report from Gill Holt was clear and accepted. ACTION - Gill to assess our ability to broaden social events to non-members. Expenditure was approved to install film projector and screen.
10. **FITNESS & GYM REPORT.** Submitted by Grenville Holt and was accepted. Membership is now above pre-flood levels. Classes have started well with scope for expansion. Grenville to meet with Jackie Bryan to clarify who is eligible for flood membership reimbursement and who has requested it so far following the email sent out by squash.
11. **UNIFICATION UPDATE.** Clear progress with Finance. Andy to publish outstanding issues to address from the unification summary sheet created in Q2. Grenville (comms) to begin unified website project in Q4.
12. **FINANCE REPORT.** The 2023/4 accounts are now established along with a budget for 2024/5 agreed with squash tennis and fitness sections. The 2024/5 plan has been sent to the membership with no adverse response. Copies of accounts are available as per membership communication. Consolidation of eight legacy bank accounts is established with agreed delegated authorities and mandates to pay subject to council approval. Clarification of approvers and mandated spenders with clear guidelines has now been issued to Council members. i.e. who can approve and who can authorise payment to which level. The reimbursement is process underway.
13. **EGM PLANNING.** Following Council resignations and continued challenges from a section of the squash sub-committee, we require an EGM to re-establish and maintain good club governance. We discussed optimum timing. We will continue the reconciliation process with the squash minority and continue an awareness activity for the broader membership. Best date proposed is 6 November.
14. **CONSTRUCTION (confirmation and limitations).** Plans to restore Court 1 are in progress for November. The flood mitigation report and plan are in progress with flood resistance to 60 cm. High-cost option will be £30-40K. Lower cost option will be circa £20K. Both these will take time. A shorter-term emergency plan and team is in process and will be available beyond resignations of Nigel and Andy on 30 Sept. With the resignation of Nigel Williams, house maintenance issues should be addressed to Chris the caretaker by email house@duffieldsquashclub.co.uk.
15. **RECRUITMENT FOR VACANT COUNCIL ROLES.** Each of the existing council members is requested to actively seek and encourage successors for their own and other roles. We will revisit role profile and make any suitable adaptations following

initial documents published to membership in Q1.

16. STRATEGY RETURNS FROM SUB-COMMITTEES: The Squash strategy document is still outstanding.

17. AOB

Alison has made great progress. The proposed new joint Code of Conduct and Disciplinary Procedure is almost completed and should be approved at the next meeting. Bye Laws are now drafted but are not yet approved.

A vote of thanks was made to Andy Page and Nigel Williams for their massive contribution in steering the club through:

- i) the House/Asset Management crisis
- ii) ii) Energy Crisis
- iii) iii) Club unification
- iv) iv) Storm Babet flood insurance and recovery planning and implementation.

ACTION Grenville Holt to provide a document detailing their contribution

DATE OF NEXT MEETING: 21 Oct at 9.30 a.m. subject to availability of council members.

Grenville Holt