



**CHESTERTON  
COMMUNITY COLLEGE**

**Chesterton Community College**

**Sports Centre Committee Minutes**

**11<sup>th</sup> October 2011**

**Chesterton Community College**  
**Minutes of the Sports Centre Committee Meeting**  
**Tuesday 11<sup>th</sup> October 2011**

- 1. Apologies:** Steve Hampson, Alistair Wayne
- 2. Present:** Mark Patterson, Tracy Roden, Jim Warwick, Mary Sanders, Edit Tokorcsi, Hannah Greenwood, Paul Tonks.
- 3. Election of Chair:** Jim Warwick was nominated and seconded as Chair.
- 4. Conflicts of Interest:** None were declared
- 5. Terms of Reference:** These were amended as discussed and will be confirmed at the next meeting
- 6. Minutes of the last meeting** (14.07.2011): These were signed a true record.

**7. Matters arising:**

- The sports Centre is now a limited company and is a wholly-owned subsidiary of the Academy.
  - The changes to staff pensions re the Academy, need to be communicated to the School and Sports centre Staff.

**Action: Tracy**

- The Sports Centre Community use agreement is to be reviewed

• **Action: Tracy/Edit**

Sports Centre Draft development plan:

- Add a Face book link to the Chesterton Sports Centre Website.
  - **Action: Tracy/Edit**
- The Face book page will need to be monitored for the posting of negative comments.
- The Plan will need to be re-visited at each meeting
- Customer Satisfaction Survey: Agreed subject to small amendments.
- Prize draw to be held 1st December 4pm in the Box Cafe

- 8. Finance and Re-forecast:** The Sports Centre Draft Income and Expenditure Analysis were reviewed by the committee.

There will need to be a proposal around the fitness equipment contract in the spring 2012.

**Action: Tracy/ Edit**

## **9. Membership Analysis:**

- The percentage of Direct Debit memberships has risen substantially in the last year and now stands at around one third of all memberships.
- There needs to be a review of the availability of fitness/dance class space in the Main School.
- Early morning opening is breaking even. This will be reviewed in December 2011, including building a new staffing model proposal based on opening early three mornings per week. To be on the agenda for the December Sports Governors meeting.

**Action Edit/ Wendy**

**10.** There was an instance of Staff fraud in the summer 2011, which has been dealt with.

**11. Date of next meeting:** Tuesday 13<sup>th</sup> December 2011