



**CHESTERTON
COMMUNITY COLLEGE**

Chesterton Community College

Sports Centre Committee Minutes

13th December 2011

Chesterton Community College
Minutes of the Sports Centre Committee Meeting
Tuesday 13th December 2011

- 1. Apologies:** Steve Hampson, Belinda Jones, Mary Sanders, Sally Stanhope.
- 2. Present:** Mark Patterson, Tracy Roden, Jim Warwick, Edit Tokorcsi, Paul Tonks, Helen Christy, Alistair Wayne.
- 3. Conflicts of Interest:** None were declared
- 4. Terms of Reference:** These were accepted.
- 5. Minutes of the last meeting** (11.10.2011): These were signed a true record.

6. Matters arising:

- The joint use agreement has been checked and the Centre is in compliant.
- Pensions: We remain in a "holding" position.
- The Sports Centre "Facebook" page was discussed and approved, however Alistair will meet with Edit and Tracy further. Discussion was held around it being used for relationship /loyalty build rather than sales as such although it would be a good advertising tool.

7. Finance and Re-forecast:

- Review of the Centre's lockers to see how many are available for casual use.
Action: Edit
- We are moving to 3 early morning openings per week from January 2012. Seek press / radio coverage for early morning and general coverage. **Action: Tracy/Edit**
- Also add early mornings to "Facebook" page and website (**Edit**) and write to Julian Huppert. **Action: Tracy**
- Add page numbers to budget papers in future **Action: Tracy**
- Repay £50k cash flow loan debt to main college budget as soon as possible
• **Action: Tracy**
- Where are the opportunities for growth? Add to next Agenda **Action: Wendy**

8. Customer Survey Results 2011:

- Look at booking online **Action: Tracy/Edit**
- Compare survey results with previous results at next meeting **Action: Edit**
- The Centre's boilers are problematic **Action: Tracy/Bob**
- Review Cleaning in March **Action: Edit**
- Speak to Nigel Childs re cleaning (an extra 1 hour per day after school Monday to Friday)

Action: Tracy

- Post on Centre Notice board: 1) Results of the survey

- 2) Actions that will follow from the results
- Hairdryers to be fixed higher up logistically and signs displayed advising Parent supervision.

• **Action: Edit**

□ Marketing plan to be done and deployed by 29th March 2012

Action: Edit/Tracy/Alistair

9. Date of next meeting: 29th March 2012 at 8am.

Please note there will be no meeting on 2nd February 2012.