

Chesterton Community College

Sports Committee

Minutes from the 30th January 2018

Present: Edit Tokorcsi (ET), Hannah Hibble (HH), Lucy Scott (LS), Martin Russell (MR), Mary Sanders (MS), Jim Warwick (JW), Helen Arnold (HA), Eva Pepper (EP), Michaela Eschbach (ME), Suzanne Izzard (SI) and Danielle Guy (DG).

1. **Apologies:** Eva Pepper
2. **Declaration of Conflict of Interests:** None.
3. **Declaration of Business Interests:** None.
4. **Minutes of the last meeting (28th November 2017):** These were agreed and signed as a true record by the Chair.
5. **Matters Arising:** These were discussed in item 7
6. **Sports Centre Manager Report:** ET went through the report covering the strategic priorities.
 - **To increase market share and increase membership base:** Membership reports had been circulated to governors prior to the meeting. Sauna usage was discussed and governors questioned how much additional income we needed to cover the marginal costs. **ET to bring data to the next meeting.** The open day was held on Sunday 28th January which proved very successful with advertising from Facebook. Governors wanted some more information regarding who converted into memberships from the open day from advertisement on facebook. **ET to bring data to next meeting.**
 - **To provide a high quality of customer experience that maximises customer satisfaction:** The fitness suite refurbishment was completed on the 03/01/2018. School expansion works was discussed and governors had concerns regarding the loss off customer toilets, mangers office and the physio therapy room. Governors also had concerns of the potential impact of losing those facilities and what the plans would be and who was funding the project. MR explained that there was no plan at present and that this would need further investigating. Governors felt that this was urgent and needed looking at straight away. **MR to make a strategic plan and feed back to the committee at the next meeting.**
 - **To provide a high standard environment that is clean, safe, attractive and fit for purpose, reducing carbon footprint where possible.** ET told the committee that the replacement of lights is in process.

- **Develop strong links with the Sports Centre's key stakeholders to improve the centre. ET spoke about recruitment.**
 1. Assistant Manager position - recruitment process
 2. IOSH course - 2 x members of staff
 3. Duty Manager internal training

- **To increase and encourage community participation.** ET was meeting up with DG to discuss programmes available.

- **To maximise the opportunities provided by key sporting events.** Annual charity event and Football tournament are to be confirmed.
 1. Lets Go Girls Festival 2018 - meeting with DG
 2. Weight Management sessions booked for exit route with Everyone Health

- 7. **Sports Centre Responsibility:** The responsibility of the Sports Centre committee was discussed and it was agreed that all major financial or big decisions now needed to go through the trustee's resources committee. The committee were all in agreement.

- 8. **Update on building works:** This was covered in item 6.

- 9. **Health and Safety update:** ET gave an overview of the accident data since the last meeting. There were no major incidents to report. Two incidents were reported, one involving a vehicle being broken in to in the car park. The committee discussed the security of vehicles and the potential of displaying signs to ensure that no valuables are left in the car.

- 10. **Ofsted Updates:** Nothing to add.

- 11. **Budget Updates:** MR explained how he had nothing to add at this point and will update the committee at the next meeting.

- 12. **AOB:** Nothing to add.

- 13. **Date of next meeting:** 24th April 2018

This meeting ended at 8.55pm