

**BRIDPORT & WEST DORSET SPORTS TRUST LIMITED**

**MINUTES OF THE MANAGEMENT / FINANCE MEETING**

**HELD ON THE 14<sup>th</sup> JUNE 2016**

**Present:** Richard Salt, Malcolm Heaver, Nick Forbes, Susanna Newall, Alec Bailey, Gillian Summers, John Mackenzie, and Nick Neale (General Manager)

**Apologies:** Nigel Carter (Chairman), Allan Staerk, George Skellern, John Wright, Eddie Colfox, and Peter Brook.

It was proposed by Richard Salt (RS) and seconded by Susanna Newall (SN) to appoint Malcolm Heaver as Chairman for this meeting. Agreed unanimously.

**MINUTES OF PREVIOUS MEETINGS-** The minutes of the previous meeting held on the 19<sup>th</sup> May 2016 were accepted as a true record.

**MATTERS ARISING** – Audit now completed first draft received to be discussed later in this meeting. Maintenance to be provided from September for two days per week.

Gillian Summers (GS) requested an update on the Fireman's Ball and the requirement for porta loos. Nick Neale (NN) confirmed this has been organised, the marquee will be set up close to the pavilion and letters will be sent to local residents.

**HRTC REPORT** John Mackenzie reported that the driveway was holding up well on a self basis at present, situation to be monitored. Court usage remains very positive increased by 6 hours. MH congratulated JM on the continued success of the Club.

**MANAGERS REPORT:**

Verbal report by NN:

**RUGBY CLUB** – RBS grant successful to upgrade ladies toilets. Rugby Club planning some re decoration on a self help basis. Bar reconciliation meeting held.

**PURCHASES:** Dry side water heater needs to be replaced approximate cost £14,000 cost covered in the asset register. Tenders sent and agreed to go with the recommendations of the consultant from Creative Environments . MH requested email of information.

**WATER SUPPLIER:** WEF April 2017 water suppliers will be deregulated seeking to find cheapest suppliers.

**FINANCIL EFFECIENCY WORKING PARTY:** Working party notes of meeting held on the 23<sup>rd</sup> May circulated prior to this meeting. GS congratulated Susanna Newall (SN) on the format of the notes.

IT SYSTEM: BLC IT system requirements report sent prior to this meeting. Visits made to Dorchester and Weymouth to see MRM/Gladstone front of house IT in operation. Contact on going with Legend regarding future proofing, maintenance, level of service and costings for potential new system. Looking to agree costings specific to BLC.

AQUATIC IMPROVEMENT PLAN: - Work ongoing with the ASA with regard to the plan. Looking to improve and grow the learn to swim programme, additional resources will be required to achieve this goal.

**FUND RAISING WORKING PARTY:** NN reported that contact had been made with Alexandra O'Dwyer and Claire Handsford and a meeting of the working party was planned for the 30<sup>th</sup> June. MH suggested seeking potential sponsorship, this would come under the remit of the working party, MH agreed to email Peter Brook with encouragement and direction.

**AOB:**

Nominations for the Appointment of Chairman, Vice Chairman and Hon Secretary to be made prior to July's Management Meeting. Nomination forms to be sent ASAP to all Committee Members.

Meeting Closed at 2035     *Minutes subject to approval*