

**ASH-CUM-RIDLEY PARISH COUNCIL  
SPORTS CENTRE MANAGEMENT COMMITTEE**

**Minutes of a meeting of the Sports Centre Management Committee held on Monday  
30 April 2018 in the Viewing Gallery of Ash Green Sports Centre commencing at 6.30pm.**

Present: Cllr I Mann  
Cllr Mrs Clark  
Cllr S Glover

Mrs A de Jager – Parish Clerk and Sports Centre Manager  
Miss K Law – Assistant Clerk and Finance Officer

**1. Apologies**

Cllrs M Brown, Mrs Brammer, J Kelly, M Manley and V Ngwenya

**2. Declarations of Interests**

None

**3. Minutes of the Previous Meeting**

The minutes of the meeting of 29 January 2018 were approved and signed as a true record.

**4. Finance**

4.1 The Finance Officer took members through the 2017/18 year end accounts advising that the Sports Centre out-performed its budget resulting in a surplus of £5804. On advice from the Internal Auditor, the accounts for the Parish Council and Sports Centre are being combined and reported under the Annual Governance and Accountability Return. Following discussion, Cllr I Mann PROPOSED that the method of supporting the Sports Centre should be revised to transfer funds quarterly as required resulting in the Parish Council subsidising the value required up to the limit of £15,000 per annum. SECONDED: Cllr Mrs Clark and AGREED. The accounts were RECEIVED and NOTED.

4.2 Current Financial Position – the Finance Officer took members through the reports and the detailed income and expenditure against the budget, noting that no budget was set for the appointment of a Data Protection Officer and Data Audit to enable the Sports Centre to comply with the General Data Protection Regulation which comes into effect on 25 May 2018.

4.3 Cllr S Glover PROPOSED that the cheques signed since the last meeting are approved. SECONDED: Cllr Mrs Clark and AGREED.

**5. SPORTS CENTRE MANAGER'S REPORT**

**Usage Figures in the Gym**

The gym usage figures are as follows:-

	2017	2018	Difference		2017	2018	Difference
January	581	714	133	July	723		
February	647	743	96	August	624		
March	764	764	-	September	542		
April	707			October	480		
May	652			November	503		
June	616			December	393		

Inductions and retention of members is being reviewed. We are looking to introduce a 'coding' of members into two groups; those who can/prefer to work independently and those who need more support. Reviews will be offered to all members, the frequency is still to be decided.

Supervised sessions for 14-15 year olds are held from 6.15pm – 7.15pm Monday – Thursday.

### **Classes and After School Clubs**

Junior Badminton Club – we have 3 members, the club was advertised in the last Bulletin and it has been put on the new Ash-cum-Ridley Parish Council Facebook page to try and encourage membership.

Yoga – The new yoga teacher has settled in and is popular with approximately 14 people attending each week.

Gentle Exercise Classes – an additional class has been added on Wednesdays from 11:30 – 12:15 which has attracted some new members, but has also spread attendance of the other classes, some of which were over-subscribed.

Circuit Training – the Pump Fit class on Monday evenings has been changed to a Circuit Training class, similar to the Thursday evening class.

### **Staffing**

We now have a full compliment of staff with the appointment of a third part-time receptionist who is settling in well.

### **Premises and Equipment**

Sports Centre Boiler – This has been serviced and it has been confirmed that it is nearing the end of its life. A quote has been sought to install a boiler of sufficient capacity to run the showers and remaining radiators. The seat pads in the gym have been recovered in black so all pads are now the same colour.

### **Village Day**

The Fitness Instructors will be attending Village Day and will provide a circuit course for children and adults to compete in. A one month membership will be offered as a prize for the adults and small cash prizes for the children.

### **6. Sports Centre Website**

The website was discussed and the relevant pages will be updated.

### **7. Leigh Academies Trust and Lease**

There has been no communication following the meeting with Mrs S Crocker, Leigh Academy Trust and Mr S Norris, Milestone Academy held on 04 October 2017. Mrs Crocker was to take the Parish Council's proposal to a Trust meeting in December 2017.

### **8. Date of Next Meeting**

The date of the next meeting was set for 23 July 2018 at 6.30pm

The meeting closed at 7.58pm

Signed: ..... Date: .....  
Chairman