

**MINUTES OF A MEETING OF THE MOULTON SPORTS COMPLEX HELD
ON MONDAY, 19 NOVEMBER 2007**

PRESENT: Mrs J Austin, Miss Y Carr, Mr C Dabbs, Mr F Henson, Miss J Horne, Mrs R Knight, Mr T Jones, Mr P Pritchard, Mr N Schanschieff.

15/07 APOLOGIES

Mr M Henderson.

16/07 ELECTION OF CHAIR

Mrs Knight was elected.

17/07 MINUTES OF THE MEETING OF 18 JUNE

Accepted as a true record.

18/07 MATTERS ARISING

The car parking situation seems to have improved with no real issues at present.

13/07 Miss Carr confirmed that MSC was not eligible to apply for funding from Daventry District Council. She suggested that she approach the grants team and that the current bid be used for a future application.

19/07 BUILDING REPORT

Mr Schanschieff presented his report which had previously been circulated to all members of the committee.

Area outside main entrance – patio steps recently replaced; access hatch for sewage pumps replaced; front face of complex to be refurbished; security gates to the side of the building added; cost of fencing to include the Lunchfield Lane area is being investigated.

Car park – pot-holes had been repaired; lighting and security cameras in good working order; new signage added.

Exterior of building – doors next to PE office repaired; recurring leaks between the changing rooms repaired under NCC insurance; there had been flooding from the ATP at rear of building and also a bank slip; woodwork outside manager's office and store cupboard repainted.

Boiler room – extensive work completed.

Sports Hall – all lighting serviced and ceiling tiles replaced; floor to be re-sealed in May 2008.

Indoor female changing and toilet area – there had been an on-going problem with mould due to poor ventilation; everything else in good order.

Outdoor male/female changing and toilets – all in good order; there had been some vandalism during the summer term but none during the school day.

Fitness room – air conditioning in good order; some staining on ceiling tiles due to roof leaks.

Corridor – Disabled lift currently out of use; re-carpeting to be completed in December; New CCTV installed outside PE office.

Manager's office/PE office – in good order.

Cellar – deep clean completed Easter 2007 and cooling unit replaced.

Bar toilets – NCC grant received for refurbishment and this should be completed by January 2008.

Reception/Office – Mr Schanschieff expressed his thanks to the school's IT technicians for all their help.

Astro turf – this had been refurbished in 2006 and is now in good condition; floodlights in good order.

Hard court area – this area had not had much use and it may be necessary to sweep in order to improve the condition.

Fire alarm system/Village Hall – in good order. Mr Schanschieff expressed his thanks to the Site Supervisor, Cyril Roberts for his help and advice on maintenance issues.

20/07 MANAGER'S REPORT

This report had also been previously circulated to the committee.

Staffing - Laura Ingram had left her post as Assistant Manager, Ellie Birch had been appointed as a part-time Duty Manager and Jo Faulkner had been promoted to Assistant Manager. Three General Attendants had been appointed and also a Playscheme Supervisor.

Training – several members of staff had attending training courses and staff appraisals should be completed by the end of November.

Programmes – the numbers for the summer playscheme had been high and the October playscheme had enjoyed a successful week. Mr Schanschieff expressed his thanks to the school for the use of the English block and Drama studio. Children's parties remained the most successful in terms of profit margins. The freestyle soccer academy is running successfully and, from November, two more community based classes had been introduced.

Sports development – Football courses Saturday am; basketball Sunday mornings; Badminton Wednesday – good numbers; Junior fitness Mondays and Wednesdays – numbers have dropped; Leisure Club Thursday pm; Tea Dance one Friday per month; Bar special events – a busy time at the moment.

Membership updates – membership is full. Weekday usage is almost 100%.

Usage figures – usage drops a little on Saturdays and Sundays; the ATP competes with two other pitches in the village and has about 80% usage; the hard area is very difficult to fill.

21/07 ACCIDENT REPORT

Mr Schanschieff reported that minor accidents are dealt with by First Aiders and are not reported to him.

Miss Horne reported that there is a lot of litter on the astro turf and rubbish bins had not been emptied regularly. Mr Schanschieff said that he would ensure that bins are monitored and emptied regularly.

Miss Horne also pointed out that tennis nets had been left in piles and needed rounding up and putting away. Nets left at the back of the court were also a health and safety hazard.

22/07 VILLAGE HALL REPORT

This report had been circulated with the agenda.

Mrs Austin reported that there were no issues between the village hall and the Sports Complex.

The remainder of the interior of the village hall would be re-decorated this year and the Parish Council had accepted a quote for external decoration, including the Sports Complex due to be completed between May and July 2008.

No complaints about parking had been received in the last few months.

23/07 TERMS OF REFERENCE

Agreed with no changes.

24/07 DATE OF NEXT MEETING

Monday, 3 March 2008 at 2.00 pm.