



**Bubwith Leisure and Sports Centre Charity No. 1177049**  
**Trustee & Committee Meeting - Minutes**

**August 7th Bar Lounge**

**Bar meeting 6.30pm**

1. Attendees & Apologies: Attending: Shaun Thompson (Chair) ST, Lizanne Southworth - LS , Tracey Thompson - TT , Sandra Hills – SH , Adrienne Richards – AR , Joanne Mottram – JM ,Alison Craven – AC , Paul White – PW . Apologies: Kay Gardener – KG , Barry Carpus - BC
2. Minutes of previous meeting: none arising
3. Financial Update: - see separate report
4. Bar Sales : - see separate report . a record month in July 2025
5. Bar pricing & till - The prices haven't been reviewed for 2 years so need to be done. The existing till is not being used to its full potential and several items are being recorded under different buttons . PW & JW to compile a list of buttons used for other items . BC to be contacted by ST for feedback on the till
6. Bar Refurbishment : There is a date in the diary for a meeting on this – 12/8/25. There is £2200 left in the bar refurb grant.

MEETING FINISHED AT 18.58

**Charity Meeting – 7.00pm**

1. Attendees & Apologies: Attending: Shaun Thompson (Chair) ST, Lizanne Southworth - LS , Tracey Thompson - TT , Nick Mennell - NM , Sandra Hills – SH , Adrienne Richards – AR , Sheila Suddaby – SS , Edmund Downes – ED , Joanne Mottram – JM , Kay Gardener - KG. Paul White – PW . Apologies from , Barry Carpus , Richard Dunlop, Vickie Beech . Kay Gardener , Steve Young
2. Minutes from the last meeting . AC reported that she had not yet managed to contact the builders from the site opposite re the pothole. LS reported that she has submitted a grant request for a new Centre laptop for TT
3. Financial Update: see separate report

4. Booking Coordinator's Report : See separate report

5. Social Team .

- Bubwith Big Bash on 31/8 11-3 followed by the Tennis Club BBQ from 4pm. A poster is to be printed for distribution locally by LS . The tasks have been broken down into 2 hour chunks to advertise for volunteers to help . Lots of great raffle prizes. AC has sent out an e mail to all her contacts with the info on and plea for volunteers.
- Macmillan coffee morning – Sept 26<sup>th</sup>. Need volunteers or we can't hold it as many of the committee members are away. A plea will go out to the community.
- Friday nights have been very successful this year - especially when a food van is there so has been extended into 3 Fridays in September.

6. Panto Group/BLSC incorp update . ED reported that his committee would like to go ahead with it after feeding back our discussion from the June BLSC meeting and they were unanimous on this. They proposed keeping their separate bank account still with a float in there of £1200 . A monthly report would go to TT to inform of credits and debits from the account. Any money in excess of £1200 will go across to the BLSC after the end of February (year end) . All usage of the Centre will no longer be charged to BAMDRAM but all profit from the performances comes into the BLSC. SH asked ED for a formal agreement of the details of the agreement . All agreed that they are incorporated into the BLSC.

7. Cigarette smoking – outside This is moved to next month's agenda and for all to think of a solution for both smokers and non smokers outside.

8. External Maintenance . LS reported on the following:

- A Signpost by the footpath at the bottom is still not in place. However, it was thought that this footpath is not an official footpath . LS to pursue
  - The work by the back of the cricket nets area is more or less finished. Looking superb. Rob Thornton will be coming to pick out the dead brush and re seed.

Jonny Patrick is providing a price for fencing by the cricket net area to stop cars getting on to the field when not permissible.

- The tree was cut down , as arranged , on July 25<sup>th</sup>

– Access needed sign for in front of the gate in case emergency vehicles need access.

– Painting of the terrace spindles. Sadolin also do a grey. AR to circulate the colour for a decision on the colour.

– Ash has been asked by TT for pricing to fix the fascia bricks on the south wall of the building

LS to look into getting a yellow grid painted onto the 3 non parking bays .

9. Bingo! AC received a reply from the Gambling Commission which she read to the committee. In it it states : "the rules do not state having a bar would prevent under 18s playing, although the prizes given would have to be age appropriate for the actual bingo."

All were happy with the response so we shall continue allowing the under 18's to play bingo and we do have raffle has prizes which cover all age groups .

10. Emergency First Aid Training : The course offered to us does not work for any of the committee members logistically so TT is going to look into getting one done at the Centre.

11. Quickline : ST on behalf of BC reported that Quickline has contacted us about them having the contract from the government who are installing fibre into all premises in the UK who do not currently have it and they are looking to install it up the the Centre. All land is fully remediated and there is no obligation to take the service. There is no cost to the BLSC or any landowners . Permission from the landowners is required so it has been brought to this meeting for a vote. BC is happy to meet with them and see this through . It was felt that we need to establish if there would be any impact on access to visitors in the Centre and it cannot affect the track . All agreed for it to proceed.

12. Blood Transfusion Service . A villager has asked AC if we would run blood donation sessions here. They need space (main hall) , a staff room (Bar lounge ) car parking and provision for a 7 tonne lorry to be here. They do pay for their venues. They will come and assess the facilities . TT will pick this up .

13. Recycling Bins . To reduce the problem with the volume of rubbish for the blue recycling bin it was agreed that the Food vans are to take their own rubbish . Also , all boxes need to be flattened before we put them into the blue bin. No black bags can go in the blue bin. No paper, cardboard, plastic etc with food on it is to go into the blue bin- must be the green bin. PW to check if empty pods can be recycled or not .

Commented [AR1]: pt

14. North Duffield Dragons Update . NM reported :

The club is back now with an increase in the number of teams - . now 21 teams including 2 girls-only teams . So , therefore , there will be an increase of usage at both sites so they will be at Bubwith each week .We need to know about the regular Saturday games from September 6<sup>th</sup>. There are 8 teams for 11 a side now , too. The fixtures are starting to come through now. Following a recent meeting they would like to bring some roll-on roll-off goals which allows them to move the pitch every so often to spread the compaction. This was agreed . Also - grant funding . NDD cannot go for funding themselves as they already have a grant at their York Road site but as there is a junior team at Bubwith we can apply for one for them. This is based on the number of pitches so 7 a-side, 5 a-side and 11 a-side pitches help with success of the grant. Better drainage might be needed going forward. The best time to apply is now which would allow time to get work done. All agreed. NM to send paperwork over to TT and liaise to get submitted. Also , it was agreed that the Centre had a sign that NDD play here.

15. Business Plan Update . The first meeting has been held , facilitated by a member of the ERNG . We did a SWOT analysis . From that we decided the 5 main objectives. 1 around governance, 1 on financial standing (the bigger picture to the monthly reporting ) , 1 on the building's condition so it remains in good order , fit for the future, 1 to encourage involvement from more volunteers and to represent the views of the local community as to what we provide for them across all age groups. We didn't decide on the HOW and who was going to own it in the first meeting. TT to type up the meeting's minutes and action points and send round and arrange the next meeting . It will initially be a Business Plan for 3 years which will then lead on to other actions.

MEETING FINISHED AT 20.32

