

PIRTON SPORTS & SOCIAL CLUB
NOTES ON A MEETING OF THE COMMITTEE HELD ON
MONDAY, 13 FEBRUARY 1995 AT 11 ROYAL OAK LANE, PIRTON

Present: Tom Gammell (Chairman)
 Joy Stimson (Secretary)
 Peter Bidgood
 Neil Frost
 Michael Goddard
 John Hayes
 Tim Harley
 Graeme Low
 Nick Sheridan
 John Souster

Apologies: Dave Wallace

Action:

1. As there were no minutes taken at the meeting held on 28 November as the Secretary was not present and no formal agenda available for this meeting, it was decided that there were only four major items. These were agreed to be:
 - (a) Refurbishment of the Clubhouse
 - (b) Lea Valley Sports Football Club
 - (c) The Hard Court facility
 - (d) Club Registration

The Chairman advised those present that although an application for a grant had been made to the Rands Trust, this had been refused. It was explained that although a grant of £25,000 had been received by Holwell, the charity was in fact the owner of the land to which the grant was being used.

2. **REFURBISHMENT OF THE CLUBHOUSE**

The Chairman advised that following the village meeting on 18 January he now had 15 people willing to go forward as guarantors to the brewery loan and there were others willing to be put forward in smaller amounts of money. As the brewery would only consider guarantees in £1,000 lots, agreements would need to be drawn up to utilise those wishing to be guarantors for smaller amounts. JH to look into this.

JH

The situation regarding the VAT on the invoice was discussed and it was decided that MG should request that the invoice be handled by Pirton Recreation Ground Committee as they were registered as a charity and would not be required to pay the VAT. MG to ask the Parish Council about this facility as the VAT would be in the region of £2,000. A letter would need to be sent to CDC Services clarifying the VAT situation.

MG

Timetable of works: It was felt that the works would take approximately 8/10 weeks.

TG to write to the brewery this week with the list of guarantors.

TG

Insurance This matter was brought up due to the considerable sums that were being put into the building by our Committee, etc. MG stated that his guarantee was subject to the improvements being insured on PSSC's behalf. TG to follow up with the Parish Council to ensure that we were noted on the policy for buildings and to see if we could also look into contents insurance as tables and chairs, etc would need to be covered.

TG

Discussion took place over the new estimate received from CDC Services which included the costs for the new entrance. A resolution was passed, subject to clarification on the VAT being able to be deducted from the overall costs and the finance being in place, to proceed with the works as per the quotation from CDC Services dated 11.2.95 including the new entrance works. TH to progress the works and contact the Fire Officer.

TH

3. **LEA VALLEY SPORTS CLUB**

TG/GL/NS had met with representatives from the above football club. Although there were some reservations voiced on the possibility of them dominating the Club, it was agreed that we needed them to help raise funds and the increase in membership by 100 subscriptions upon opening would get the Club off to a very good start. An agreement had to be drafted to ensure that they did not become dominant. It was suggested that a 2 year agreement with a 1 year notice clause be formalised. It was pointed out that our own licence with the Parish Council was only for 3 years and this would have to be taken into consideration when formalising any agreement with other organisations. May need to re-draft the Rule of the Club to ensure that no affiliated club has more than 2 members on the Committee to stop any domination. It was also stated that only 1/3 of the members should come up for re-election at any one time. JH to look into the Club Rules and draft an agreement. Lea Valley also wanted to have use of the Club facilities for their own fund raising events. The charges to be put forward were agreed to be as follows: £1500 per season with membership to be £10 per head adults and £5 per head junior. The charge for the hire of the rooms to be negotiated at the time of the booking. All bar proceeds to be for the benefit of PSSC. A resolution was passed inviting Lea Sports have the use of our facilities and to become affiliated members as part of our licence with the Parish Council. (See attached Resolutions) TG to write to Lea Valley Sports with an offer.

JH

TG

4. **HARD COURT FACILITY**

TG advised that PSSC were now registered with the National Lottery and an application needed to be in place by June 1995. There were many requirements to be included, such as planning permission, plans, etc. Work needed to be actioned to ensure the application would be ready by June.

5. **CLUB REGISTRATION**

JH to progress the registration of the Club. It was stated that this had to be carried out along with the works so no formal registration could take place until all other matters were in hand.

JH

6. **ANY OTHER BUSINESS**

(a) Grass Cutting and Weed Spraying MG advised the Committee that the Parish Council were paying for the repairs to the large mower - costs £595 + VAT. It was stated that an estimate had also been obtained in respect of the Suffolk mower of £110 + VAT. It was stated that this mower was the property of the Cricket Club. It was decided that the works should be carried out and paid by the Parish Council (Pirton Recreation Ground) and the charge to be passed onto either the Cricket Club or ourselves. Highground were to do a cut and MG raised the fact that still no weed spraying had taken place. RAWoodward had promised to do this last year. To chase up.

MG

(b) Village Variety Show 3/4 March GL advised that the Saturday evening was already sold out and that perhaps we should make approaches for the profits to come our way. However, it was not felt that we would be likely to get anything.

(c) Comedy Evening Funds JAS stated that the profit due to us was approximately £300. As monies now required to fund our works, JAS to chase up these monies with Maureen and Kieron Jones.

JAS

(d) Pumpkin Club Calendar of Events It was agreed not to state any opening date as yet. There should be another publication before we needed to state any firm date.

(e) Bar Committee - PB/NF/GL(during Cricket season only)/MG,JRS/JH/TG to work on covering the bar.

PB/NF/GL/
MG/JRS/JH/TG

(f) Contents - Tables, Chairs, Curtains, etc all needed to be purchased whilst works being carried out to tie in with the opening date. NF to look into this.

(g) Parish Council Elections - May 1995 It was stated that most of the existing Councillors would be standing down this May and it was hoped that some of our Committee might put up for nomination.

NF

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7. **DATE AND TIME OF NEXT MEETING**

It was agreed to make the next meeting on Monday, 27 February at 11 Royal Oak Lane, Pirton at 8pm. However, it was decided that the Committee should start working in groups again in order that everything is progressed to ensure everything comes together for an opening night.

ALL

Joy Stimson
15 February 1995

Att. Resolutions

CDC Estimate dated 11.2.95

Copy letter - Cornhill Insurance to PC dated 9.1.95

Agenda for Committee Meeting to be held on Monday, 27 February

PS: I have since the meeting heard from the Chairman that PSSC and its guarantors will be noted on the Parish Council insurance policy in respect of the pavilion to safeguard our investment in the building works should any incident arise.

I have also been advise that the situation regarding the VAT has been resolved. Details to be advised at our next meeting.

Do any Committee Members know of any professional in the village who works as a Project Manager, etc., and would be able to assist us regarding our grants applications?

PIRTON SPORTS AND SOCIAL CLUB

**MINUTES OF A COMMITTEE MEETING HELD ON
MONDAY, 13 FEBRUARY 1995 AT 11 ROYAL OAK LANE, PIRTON**

Present: Tom Gammell (Chairman)
Joy A Stimson (Secretary)
Peter Bidgood
Neil Frost
Michael Goddard
Tim Harley
John Hayes
Graeme Low
Nick Sheridan
John R Souster

Apologies: Dave Wallace

1. **IT WAS PROPOSED** by Michael Goddard that we invited Lea Sports to have use of the Club facilities and to become affiliated members as part of our licence with the Parish Council

THE PROPOSAL WAS SECONDED by Nick Sheridan

THE VOTE: FOR: 9 AGAINST: 0 ABSTAINED: 1

2. **IT WAS PROPOSED** by Nick Sheridan that the Club Refurbishments should proceed as per the quote dated 11 February 1995 by CDC Services including the new entrance.

THE PROPOSAL WAS SECONDED by Graeme Low

THE VOTE: FOR: Unanimous subject to obtaining clarification on the VAT and the finance being in place.

Signed:


Tom Gammell (Chairman)

Dated:

20th Feb 95

PIRTON SPORTS & SOCIAL CLUB
NOTES ON A MEETING OF THE COMMITTEE HELD ON
MONDAY, 27 FEBRUARY 1995 AT 11 ROYAL OAK LANE, PIRTON

Present: Tom Gammell (Chairman)
 Joy Stimson (Secretary)
 Peter Bidgood
 Michael Goddard
 Nick Sheridan
 John Souster
 Dave Wallace

Apologies: Neil Frost
 John Hayes
 Tim Harley
 Graeme Low

Action:

1. **APPROVAL OF THE NOTES OF THE MEETING HELD ON 13 FEBRUARY 1995**

It was pointed out that the Football Club mentioned was named Lea Sports Football Club and not Lea Valley as stated in the notes.
 It was pointed out that the amount of VAT for the refurbishment works was approximately £3000 and not £2000 as stated in Item 2 of the Notes.

2. **MATTERS ARISING**

- (a) Rands Trust: TG advised that the letter received from Rands Trust in reply to our request for monies had been posted in the Parish Council Notice Board for all to view.
- (b) Fire Officer: TH to follow up. As not present will have to await news next meeting. TH
- (c) Furniture for Clubhouse: NS stated that he had made contact with Chicksands regarding the situation on their Clubhouse furniture. Awaiting a reply. NS
- (d) Hard Court Facility: NS to study the grant information pack regarding the format of any proposal we needed to put forward. To have details ready for meeting next week. NS

3. **FINANCIAL REPORT**

TG advised that although he had reported that £27 had been raised at the Open Meeting at the Village Hall in January, he was now paying out the costs to PB/JAS and this meant no profit made. The monies raised at the Comedy Evening held in December (split between the Church Tower and PSSC) were presented. A cheque for £350 had been received. TG to write to Maureen and Kieron Jones thanking them. The amount currently in the bank account still stood at £2,500. TG

4. **PROGRESS OF REFURBISHMENT OF THE CLUBHOUSE**

TG advised that the letter for the brewery was ready and waiting the input of the full names of the additional guarantors and it was agreed that although CDC Services charge was £16k we should apply for £18k to cover the additional items, furnishings, etc. TG

Although the services of a retired Cabinetmaker had been offered by Lea Sports Football Club it was agreed that we should not at this stage utilise the offer as it may cause problems on the overall job. It was felt that it would be better to utilise this offer when planning specific projects in the future. It may slow the refurbishment works down trying to utilise this offer.

5. **VAT SITUATION AND INSURANCE**

VAT: MG reported that he had obtained information on the situation on VAT. The invoice would need to be made out to the Pirton Recreation Ground so that they could claim the VAT back as a local authority expenditure. The PSSC would make a donation to the PRG for a specific purpose in respect of this invoice. Discussion took place regarding how best this would be dealt and it was agreed that we should obtain an invoice from CDC Services for the full amount as soon as possible so that we could make the claim for a refund before the invoice was due for payment. Hopefully, the refund would be paid before the invoice needed to be paid. MG to obtain the VAT 126 claim form from the Customs and Excise Office in order to have the form available as soon as possible. MG would also claim for the repair on the mower which had now been carried out on behalf of the Cricket Club. MG to obtain payment for the repair from GL as Treasurer of the Cricket Club. MG
MG

MG/GL

Cont'd/.....

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5. Cont'd.

INSURANCE

TG advised that he had checked the situation on the insurance with Cornhill Insurance. He had been assured that the PSSC and the Guarantors, plus additional agreement with the Parish Council to reimburse guarantors. TG to write a letter to the Clerk to the Parish Council to set out the means by which we want to do on the final contract value. To obtain an undertaking from the Parish Council. TG to provide the names on the policy.

TG
TG

Contents Insurance: The best way to deal with this was to have the items insured on the Parish Council's Insurance policy and for the PSSC to pay the premium to the Parish Council in respect of the part of the insurance relating to the contents in the Clubhouse noting our interest on the policy. We would need to establish a value.

TG

6. **AGREEMENT WITH LEA SPORTS FOOTBALL CLUB**

TG stated that a letter had been duly sent to them (copy attached) and a reply had now been received (copy attached).

Att.

7. **AGREEMENT BETWEEN GUARANTORS, CLUB RULES AND AGREEMENT WITH THE PARISH COUNCIL**

List of Guarantors: This list had not yet gone off to the brewery as TG still awaiting details of full names hopefully have these details by the following day and get it off to the brewery for them to supply the formal document for signing by all parties as soon as possible

TG

Club Registration: JH to advise. As not present need to know situation for next meeting as now getting critical.

JH

8. **GRASS CUTTING**

MG reported that the first cut was being arranged to be carried out by the local authority, Highground and then it would be down to Andy Burton

9. **ANY OTHER BUSINESS**

(a) Costs: It was agreed that we should consider taking over all costs involved with grassing cutting, electricity, water, council tax, etc as soon as the Club opened. The Parish Council should be advised of this.

(b) Agenda Items: Major items to be discussed: Fire Officer, CDC Services, Club Registration (NS to chase up JH) and Club Licence.

NS/JH/
TH
NS/JH

(c) Next Meeting: It was agreed that a separate meeting should be set up with JH/NS if JH unable to make meeting next Monday in order to progress these matters urgently.

(d) Windows - It was agreed that Tony Bethell should be contacted and asked to replace all windows in conjunction with the works being carried out by CDC Services. Windows to be with small fanlight at the top. TG to contact Tony to arrange as soon as possible.

TG

(e) Security Alarm: A new alarm was to be sorted as it was a condition of the insurance that one was fitted.

B/F

9. **DATE AND TIME OF NEXT MEETING**

Monday, 6 March at 8.30pm at John Souster's Tel: 712442.

ALL

Joy Stimson

28 February 1995

Att. Letter to Lea Sports Football Club

Reply from Lea Sports Football Club

Agenda for Committee Meeting to be held on Monday, 6 March

PIRTON SPORTS & SOCIAL CLUB
NOTES ON A MEETING OF THE COMMITTEE HELD ON
MONDAY, 6 MARCH 1995 AT LONG BARN, HIGH STREET, PIRTON

Present: Tom Gammell (Chairman)
 Joy Stimson (Secretary)
 Peter Bidgood
 Neil Frost
 Michael Goddard
 Tim Harley
 John Hayes
 Graeme Low
 Nick Sheridan
 John Souster
 Dave Wallace

Apologies:

Action:

1. **APPROVAL OF THE NOTES OF THE MEETING HELD ON 27 FEBRUARY 1995**
Item 5 - Insurance It was noted that this point needed clarifying. See notes for this meeting to clarify.

2. **MATTERS ARISING**
 (a) Insurance: TG to ascertain from the Parish Council that they will re-imburse the guarantors even in the event of no insurance. Need to ensure the valuation was appropriate to cover our costs. The resolution was to be re-written to put in the proviso that it was subject to insurance cover being available to cover the financial investment that the guarantors were involved in. Contents insurance to be in place by the time the Club opens.

3. **FINANCIAL REPORT**
 TG advised that he had sent a letter of thanks to Maureen and Kieron Jones who organised the Comedy Evening in respect of the cheque for £350 received. The balance in the account was £2,800. £1500 donated by people for the funding of the hard courts and £1300 still to be provided by the Pirtion Recreation Ground Committee (these funds only available when the works actually commence).

4. **PROGRESS OF REFURBISHMENT OF THE CLUBHOUSE**
 CDC Services to invoice the Parish Council for the whole amount so a claim for a refund of the VAT could be made through them. PSSC to make a donation for the full cost (less VAT) to the Parish Council. It was agreed that a request to CDC Services be made for them to commence producing the drawings for the bar so that when the funds were available they could immediately commence works.
 TG had written to Greene King (copy letter attached) £18000 worth of guarantors. A request for Greene King to supply all bar equipment Free of Charge had also been made. List of Guarantors to be provided to all present and a signing ceremony to be arranged when document available. TG arranging for any one not present to sign document as soon as possible following the ceremony so that the official document could go to Greene King in order to obtain the funds.
Fire Officer: TH advised the meeting that a set of the plans had been sent to the Fire Officer and they were awaiting his responses.

5. **VAT SITUATION AND INSURANCE**
 As stated CDC Services to be asked to send invoice for full amount immediately upon commencing the works in order that a claim for the refund of the VAT could be made so that the refund was received before the invoice needed to be paid. It was agreed that it should be checked that this would not cause CDC Services any problems with their VAT Return.

6. **AGREEMENT WITH LEA SPORTS FOOTBALL CLUB**
 Awaiting Lea Sports to come back after their EGM. Had been intimated that they would go with us and that we would probably hear from them by the end of March.

TG

B/F

ALL

TH

7. **AGREEMENT FOR GUARANTORS**
JH looking into this agreement. JH
8. **CLUB RULES AND CLUB REGISTRATION**
May need to amend the Club Rules in respect of the way members of affiliated Clubs are registered. JH looking into how this can be done legally to ensure they do not take over control of the Management of the Club. This is a requirement of the PC Licence with PSSC. JH
9. **GRASS CUTTING**
It was felt that we should take on the costs and management of this as soon as possible. Highground had been instructed to make the first cut and to quote for weed spraying. Andy Burton to make following cuts. Mowers had been serviced - costs paid by Pirton Recreation Ground Committee for main mower, other mower being the property of the Cricket Club had also been serviced (the Cricket Club having paid the charge less VAT). Lea Sports to be responsible for the marking of the pitches.
9. **ANY OTHER BUSINESS**
- (a) Parish Magazine: TG had received a letter from Derek Jarrett regarding inserting an article in the next issue (April). TG to supply update on the progress of the Club due in by 18 March. TG
- (b) VAT: TH asked if we had registered for VAT. It was pointed out that a Treasurer would need to be appointed as soon as possible to take on the role and deal with such matters. ALL
- (c) Cricket Club charges 1995 season. GL asked for information on the suggested charges as the Cricket Club would be having their AGM shortly. It was agreed that in view of the fact that the Cricket Club cut the grass, etc. the charge should remain at £250. Although this was substantially lower than the charges being made to Lea Sports it was agreed that the Cricket Club had the grass cutting season whereas the Football was being played during the Winter and damaging the surface and two pitches were being hired.
- (d) Other Committees: It was agreed that several Sub-Committees now needed to be considered, i.e. Bar, Grounds, Organising, Publicity and also Grants (see below) ALL
- (e) Lottery Application: NS stated that perhaps needed a further Sub-Committee to deal with this application. Stated the requirements included having 35% of the funding in place before applying, outline planning permission applied for and a business plan proving the viability. NS
- (f) Furnishings: NF stated that he had obtained a quotation for curtaining and had obtained details of second-hand and new Clubhouse furnishings. NS still awaiting reply from Chicksands. NF/NS
- (g) Parish Council Meeting MG stated that the PC meeting was being held on Thursday, 9 March and nomination forms were available for the election in April. It was felt that certain members of the PC would be standing down this year. ALL
- (h) Windows for Clubhouse TG had contacted Tony Bethell who had confirmed that he was willing to supply replacement windows and fit them free of charge. TH to ask CDC Services to liaise with Tony Bethell so that they could be done in conjunction with the re-furbishment works. TH
9. **DATE AND TIME OF NEXT MEETING**
Monday, 13 March at 8 pm at Nick Sheridan's, 3 Priors Hill Tel: 712223. JAS advised she would be unable to make this meeting and that someone else would need to take the notes. ALL

Joy Stimson
8 March 1995

Att. Copy Letter to Greene King dated 28 Feb 95

PIRTON SPORTS & SOCIAL CLUB
NOTES ON A MEETING OF THE COMMITTEE HELD ON
MONDAY, 3 APRIL 1995 AT LONG BARN, HIGH STREET, PIRTON

Present: Tom Gammell (Chairman)
 Joy Stimson (Secretary)
 Peter Bidgood
 Neil Frost
 Michael Goddard
 Tim Harley
 John Hayes
 Graeme Low
 Nick Sheridan
 John Souster
 Dave Wallace

Apologies:

Action:

1. **SITUATION ON VAT ON REFURBISHMENT WORKS TO PAVILION**
 Copies of letters were circulated and it was agreed that the Club should register for VAT in order to claim back the VAT on these works as it would be necessary for the Club to be registered for VAT in the future.
2. **SITUATION ON INSURANCE OF THE PAVILION**
 TG was not happy with the details on the insurance policy held by the Parish Council as it did not show the guarantors interest in the building. TG had requested this to be noted on the policy. TG to go back to the insurance company and ask for the valuation of £94k to be increased as well as we were going to be putting £20k of works into the building.
3. **BAR COMMITTEE**
 After much discussion it was resolved that NF/MG/JRS would form this Sub Committee and start organising the bar. MG and JRS were going to Greene King to learn about running a bar that week. To get Lea Sports representatives to help out with the running of the bar. NF/MG/JRS to also sort out fixtures, fittings and furnishings of the Clubhouse. MG to contact Steve Smith of Lea Sports to get the name of the person to advise on this aspect.
4. **TREASURER**
 It was resolved the PB become Treasurer of the Club
5. **ORGANISING COMMITTEE**
 GL to head up this Committee to arrange membership, etc.
6. **PARISH COUNCIL ELECTIONS - MAY 1995**
 It was felt that there was likely to be very little change as most of the existing members were standing for election.
7. **CLUB SECRETARY**
 JH offered to become the Club Secretary and to deal with the application for a Club and liquor licence.
8. **GROUPS COMMITTEE**
 TH offered to head up this Committee
9. **MINUTES SECRETARY**
 JAS agreed to continue as Minutes Secretary but pointed out that she was now only working on a temporary basis and may have difficulties in producing the paperwork, etc.

TG

NF/MG/
JRS

NF/MG/
JRS

PB

GL

JH

TH

JAS

Cont'd/...

10. **PARISH COUNCIL MEETING ON THURSDAY, 6 APRIL**
TG stated that he would attend. PB unable to attend this week. TG
11. **LEA SPORTS**
The affiliation was being concluded. Pirton Recreation Ground Committee had been informed of this link up at their last meeting
12. **PLAYING FIELDS**
Pirton Recreation Ground Committee had requested a quotation for the weeding of the area. TG to chase this up at the PC meeting on Thursday. TG
- CARAVAN RALLY - 21/4/95-23/4/95**
MG agreed to be available for taking the monies and advising where the caravans should be sited on 21/4/95. The charge that had been agreed was £2.50 per van per night. They are unable to advise on the number of caravans at present. They would require a supply of water. TH/MG to arrange this. JAS to send map to the Rally Officer showing site plan with Cess Pit information. MG
TH/MG
JAS
14. **HIRE OF CLUBHOUSE**
A request for the hire of the Clubhouse had been received from Harry Thompson for band practice. JAS to advise him that due to the works being carried out shortly we were unable to consider any requests at the present time. JAS
15. **FIRE OFFICER**
TH advised that a charge of £88 was due for the planning application. MG advised that he could obtain some second hand fire appliances. TH/PB/MG
16. **NEWSLETTER/PARISH MAGAZINE**
DW offered to be responsible for this and would prepare information to go into the next issue. DW
17. **CROSS GUARANTEES**
JH/TG to arrange documents as soon as possible. JH/TG
18. **DATE AND TIME OF NEXT MEETING**
Monday, 10 April at 8.30 pm at Neil Frost's, Royal Oak Lane Tel: 712. JAS advised she would be unable to make this meeting and that someone else would need to take the notes. ALL

Joy Stimson
5 April 1995

Att.

/End.

PIRTON SPORTS AND SOCIAL CLUB

MINUTES OF A COMMITTEE MEETING HELD ON MONDAY, 3 APRIL 1995 AT THE LONG BARN, HIGH STREET, PIRTON

Present: Tom Gammell (Chairman)
Joy A Stimson (Secretary)
Peter Bidgood
Neil Frost
Michael Goddard
Tim Harley
John Hayes
Graeme Low
Nick Sheridan
John R Souster
Dave Wallace

Apologies:

1. **IT WAS PROPOSED** by Peter Bidgood that Neil Frost, Michael Goddard and John Souster form a Bar Committee
THE PROPOSAL WAS SECONDED by Dave Wallace
THE VOTE: FOR: 11 AGAINST: 0 ABSTAINED: 0 and the motion was carried unanimously.
2. **IT WAS PROPOSED** by Michael Goddard that Peter Bidgood become the Treasurer of the Club.
THE PROPOSAL WAS SECONDED by Graeme Low
THE VOTE: FOR: 11 AGAINST: 0 ABSTAINED: 0 and the motion was carried unanimously
3. **IT WAS PROPOSED** by Neil Frost that Joy Stimson continue as Minutes Secretary of the Club.
THE PROPOSAL WAS SECONDED by Peter Bidgood
THE VOTE: FOR: 11 AGAINST: 0 ABSTAINED: 0 and the motion was carried unanimously
4. **IT WAS PROPOSED** by Tim Harley that John Hayes becomes Club Secretary.
THE PROPOSAL WAS SECONDED by Nick Sheridan
THE VOTE: FOR: 11 AGAINST: 0 ABSTAINED: 0 and the motion was carried unanimously

Signed:..... Dated:
Tom Gammell (Chairman)

PIRTON SPORTS & SOCIAL CLUB
NOTES OF COMMITTEE MEETING HELD @ THE BARNS 10th APRIL 1995

Present:	Tom Gammell	Apologies:	Joy Stimson
	Peter Bidgood		Tim Harley
	Michael Goddard		John Hayes
	Graeme Low		Dave Wallace
	Nick Sheridan		
	John Souster		
	Neil Frost		

1/ APPROVAL OF THE NOTES OF THE MEETING HELD 3rd APRIL 1995

2/ MATTERS ARISING

Insurance: TG advised that he is currently arranging separate Insurance cover for (a) The Building @ £110,000 (b) The fixtures and fittings @ £10,000 and (c) Any interruption of business @ £10,000. Liability cover also required. TG stated that this should then provide greater security for the Guarantors.

3/ GROUNDS:

MG reported that a quotation for applying the weed killer had been obtained on behalf of the Parish Council, and stressed the importance of the actual timing. MG to liaise with TG to organise. Ride on Mower still at repair shop, MG to chase up. It was also noted that the Tap/Hose to the Cricket square was in need of repair. GL to speak to TH.

4/ FINANCIAL REPORT

MG submitted a cheque to the Treasurer of PSSC for the sum of £1,300.00 which has been donated by the Pirton Recreation Ground Committee towards the "Plumbing costs" instead of the original decision to assist with funding the hard courts. It was suggested that a letter of thanks should now follow.

5/ BAR COMMITTEE

JRS reported that both MG and JRS had attended a Greene King training session (which was provided f.o.c. normally £250). An information pack was obtained together with a great deal of useful advise. It was suggested by JRS that the Green King Cellar man be invited by the BC to advise once the application for the loan had been lodged. The first BC meeting to be held by JRS, MG, NF on Tue 18th April. Above to investigate acquiring a Safe.

6/ FIRE EXTINGUISHERS

A quotation of £58.75 plus Vat has been obtained to refurbish existing and provide any additional fire extinguishers. Once this work is completed then a Certificate will be issued. MG.

Cont'd/.....

PIRTON SPORTS & SOCIAL CLUB
NOTES OF COMMITTEE MEETING HELD @ THE BARNS 10th APRIL 1995

7/ CRICKET COMMITTEE

GL informed those present that the CC agreed at their recent AGM to pay a fee of £250.00 per annum.

8/ DATE AND TIME OF NEXT MEETING

- a/ BAR COMMITTEE Tuesday 18th April at 7.30pm at
 Michael Goddard's House Tel:712692
- b/ GENERAL COMMITTEE Monday 24th April at 8pm at
 Graeme low's House Tel: 712504

NGF.

PIRTON SPORTS & RECREATION CLUB
ORGANIZATION SUB-COMMITTEE
Notes of meeting held at The Fox on 19th April 1995

Present:

Peter Bidgood
Neil Frost
Graeme Low
Joy Stimson
Dave Wallace

Annual subscriptions:

Concern was expressed as to whether Lea Sports and Pirton Cricket Club would be willing to pay a further £10 per head for adult social membership on top of the already sizeable contributions they were making for the use of the grounds. There would also be difficulty in administering the membership charge for affiliated clubs, particularly when family members were involved. Concern was also expressed over whether Pirton villagers would be prepared to pay the subscription charges as agreed last year, particularly as we would initially be offering little more than an additional drinking venue. After much debate it was agreed that we should recommend the following membership subscriptions to the general committee:

Family	£10.00
Couple	£ 7.50
Adult	£ 5.00
OAP	£ 2.50
Youth	£ 2.50

Affiliated clubs will be asked to provide a full list of playing members, including where required, names of related members. The affiliated club will be expected to pay the membership fees for these members, in return for which PSSC will issue membership cards.

Taking into account the anticipated number of football and cricket club members, and assuming the above, it was felt that the anticipated income from membership would not fall short of the £750 estimated in the business plan.

Uncertainty was expressed as to whether or not Lea Sports were aware of the need to pay for social membership of the club in addition to their contribution for the use of the grounds.

Recruitment of members:

A publicity campaign will be launched as soon as an opening date has been agreed. An incentive will be offered for individuals to join before the official opening event. This would either take the form of a free drink at the event itself, or of a reduced membership cost.

Membership cards:

Graeme Low will contact WW Sports & Leisure with a view to finding out whether they would be prepared to provide sponsorship in return for advertising.

Opening date:

The 17th June was suggested as a possible date for the opening event. We will need to examine the diary of local events to make sure that this did not clash with any other events.

The meeting closed at approximately 11:00pm following an intense discussion on the aphrodisiac qualities of Tia Maria and Lemonade.

**PIRTON SPORTS & SOCIAL CLUB
NOTES OF A COMMITTEE MEETING HELD
AT 29 ROYAL OAK LANE, PIRTON
ON MONDAY, 24 APRIL 1995 AT 8PM**

Present: Tom Gammell (Chairman) John Hayes
Joy A Stimson (Minutes Secretary) Graeme Low
Peter Bidgood Nick Sheridan
new frost
Michael Goddard John R Souster
Tim Harley Dave Wallace

Action:

1 APPROVAL OF THE NOTES OF THE MEETING HELD ON 10 APRIL 1995

These were approved a true record.

2 MATTERS ARISING

(a) Receipt for £1300 donation for Pirton Recreation Ground Committee MG requested that a receipt was passed to him as Treasurer of the PRGC and a letter of thanks was actioned. JH agreed to action this.

JH

(b) Insurance TG had obtained quotations in respect of the insurance. £1500 covered all excluding Personal Accident. The Parish Council have increased the cover on the buildings to £110k and have noted the guarantors interest on the policy. Theft on the basis that an alarm system was installed was covered with a gross revenue cover of £20k and Public Liability cover of £1m. All was subject to a £250 excess.

There was no products liability or employers liability cover. To advise the insurance cover when any events were organised to ensure cover was suitable. The renewal of the insurance was due in June.

(c) Grounds & Construction Works TH advised that the works had commenced but that the contractor was still awaiting a letter of instruction from the Parish Council. MG to contact the Clerk of the Parish Council to write to them and instruct the works to commence with the invoice being sent to PSSC.

MG

There was a problem with the entrance doorway and this was discussed and a modification was agreed. The Bar Committee were to advise on the colour for the walls of the Clubhouse, ceilings to be magnolia. TG advised that Greene King had approved the loan of £18k.

Bar Comm

(d) Safe It was discussed that the existing floor safe may be able to be utilised with a change of the locking mechanism. To be investigated.

(e) Completion Date Bar Committee and Organising Committee needed a date to work to. It was suggested that Greene King be advised to do their work during the 5th week of the works taking place as it was expected that the works would take approximately 6 weeks.

(f) Steel Door to Storeroom NS recommended that this be constructed with a steel door surround as well for security purposes. TH to obtain figures.

TH

(g) Goal Posts These needed to be removed for the Summer season, just leave one up for the children to use. It was suggested that this took place on Sunday. TH/PB/GL

TH/PB/GL

Notes of PSSC Mtg 24.4.95 Cont'd

(h) Lea Sports TG had received a letter from Lea Sports confirming that they had agreed to our terms. They would be looking into working on the changing rooms and the grandstand. Steve Smith of Lea Sports to contact TH about this. DW to contact S Smith regarding the publicity of the Colts training sessions and also to contact Jonty Wild to publicise and check dates for events clashing with our proposed dates.

TH
DW

Pre-season training to commence in July. TH/GL to contact S Smith to confer on dates check with Cricket fixtures and construction works.

TH/GL

(i) Grass Cutting MG had received an invoice from MJ Milton for cutting. It was agreed that the Treasurer arrange payment.

PB

(j) Payment for the Construction Works to CDC Services This would be invoiced in 3 stages.

(k) Water Situation at the Recreation Ground This was being sorted

3 FINANCIAL REPORT

PB reported that £1300 from the Pirton Recreation Ground Committee had been deposited in the current account. TG advised that there were a total of 3 accounts; a current account, a deposit account and an account for the Hard Playing area.

4 BAR COMMITTEE REPORT

A meeting of the Committee had been held during the week. TG advised that the loan from Greene King should be with us at any time. JRS/MG had another meeting with Greene King on Thursday. To liaise with contractor regarding dates that Greene King would need to do their works, ie fittings for the bar, etc.

MG advised that a Payphone was in the store and should perhaps be re-installed upon opening. MG to request all keys to the Clubhouse from Jack Baines and all locks to be changed.

Bar Comm

MG

5 FIRE EXTINGUISHERS

MG has put these in the store cupboard except for 2 left for the Cricket Club.

6 ELECTRICS

JRS advised that areas (ie kitchen area) were currently without electricity. There would always be electrical supply in the building so for tea making for the Cricket Club it was felt that the urn should be placed where the supply was functioning rather than the use of any extension leads as this may cause the fuse to blow. PB/GL to look into problem.

PB/GL

7 LICENCES

JH advised that he was dealing with this and would require a register of the Club Members (minimum of 25) to go with the application. JH was also re-drafting the Constitution to cover any changes such as Lea Sports, etc. We would need to hold an AGM as soon as possible.

JH

8 AGENDAS

TG/JAS to pull together Agenda for next meeting

TG/JAS ✓

9 ORGANISING COMMITTEE

GL reported that a meeting had taken place on 19 April (copy of Notes attached)

att.

(a) Membership Fees These were discussed and agreed as follows: Family (2 adults and 2 children) £10, Couple £7.50, Single Adult £5 and Youth/OAP £2.50. As we already had received one membership and had an Honorary Member (Chris Knight) and 1 pending receipt of her money. These should be sorted inline with these changes.

Org Comm *

Cricket Club - Membership Fees - Due to the fact that the Cricket Club had paid the fee for the season upfront. A discount on the Membership fees was discussed. However, it was felt that this would be better achieved by at the end of the season making a refund on the fees for the facilities rather than making any differential in the Membership fees paid by the different affiliated clubs.

GL

(b) Membership Cards GL to visit WW Sports to discuss sponsorship, etc.

Notes of PSSC Mtg 24.4.95 Cont'd

(c) Opening Event To plan, a date needed to be fixed it was suggested that we await 2 weeks by which time any major changes to the building works should be sorted and we would be in a better position to put forward a date for opening.

10 ANY OTHER BUSINESS

(a) Motorvan Rally - 21/23 April MG advised that approximately 10/12 vans had arrived and that they would be sending JAS a cheque for the payment.

JAS

11 DATE AND TIME OF THE NEXT MEETING

Monday, 1 May at 8pm in the Clubhouse and later in the Meeting Room at the Recreation Ground

ALL

Joy Stimson
26 April 1995

Att. Organising Committee Mtg - 19.4.95 Notes

PIRTON SPORTS & RECREATION CLUB
ORGANIZATION SUB-COMMITTEE
Notes of meeting held at The Fox on 19th April 1995

Present:

Peter Bidgood
Neil Frost
Graeme Low
Joy Stimson
Dave Wallace

Annual subscriptions:

Concern was expressed as to whether Lea Sports and Pirton Cricket Club would be willing to pay a further £10 per head for adult social membership on top of the already sizeable contributions they were making for the use of the grounds. There would also be difficulty in administering the membership charge for affiliated clubs, particularly when family members were involved. Concern was also expressed over whether Pirton villagers would be prepared to pay the subscription charges as agreed last year, particularly as we would initially be offering little more than an additional drinking venue. After much debate it was agreed that we should recommend the following membership subscriptions to the general committee:

Family	£10.00
Couple	£ 7.50
Adult	£ 5.00
OAP	£ 2.50
Youth	£ 2.50

Affiliated clubs will be asked to provide a full list of playing members, including where required, names of related members. The affiliated club will be expected to pay the membership fees for these members, in return for which PSSC will issue membership cards.

Taking into account the anticipated number of football and cricket club members, and assuming the above, it was felt that the anticipated income from membership would not fall short of the £750 estimated in the business plan.

Uncertainty was expressed as to whether or not Lea Sports were aware of the need to pay for social membership of the club in addition to their contribution for the use of the grounds.

Recruitment of members:

A publicity campaign will be launched as soon as an opening date has been agreed. An incentive will be offered for individuals to join before the official opening event. This would either take the form of a free drink at the event itself, or of a reduced membership cost.

PIRTON SPORTS & SOCIAL CLUB
NOTES ON A MEETING OF THE COMMITTEE HELD ON MONDAY, 1 MAY 1995
AT 11 ROYAL OAK LANE, PIRTON

Present: Tom Gammell (Chairman)
 Joy Stimson (Secretary)
 Peter Bidgood
 Neil Frost
 Michael Goddard
 Nick Sheridan
 John Souster
 Dave Wallace

Apologies: Tim Harley
 John Hayes
 Graeme Low

Action:

1. APPROVAL OF THE NOTES OF THE MEETING HELD ON 24 APRIL 1995

(a) Safe: JRS pointed out that the Safe would also need to be moved which had not been mentioned in the previous minutes. TH to obtain costings

TH

2. MATTERS ARISING

(a) Goal Posts: The moving of the goal posts had not taken place on Sunday and it was agreed that DW/NS/TH/PB/GL do it this Sunday (7/5) at 10.15 am before the Colts Cricket Session

DW/NS/TH/P
 B/GL
 TG/TH

(b) Steel Door to the Storeroom: No costings as yet TG to check situation with TH.

(c) Construction: Upon all members of the Committee attending the meeting having viewed the works taking place, there did not appear to be any major problems so far.

(d) Opening Event: DW advised that he had contacted Jonty Wild regarding possible dates for an event. Saturday, 22 July appeared to be the best night as nothing else going on then. It was suggested that we open the Club as soon as possible upon completion of the construction works and to arrange an official opening to take place with an specially organised event on 22 July

Org Comm

(e) Grass Cutting: MG to chase up Dick Woodward regarding the spraying of weedkiller.

MG
 MG

(f) Fire Extinguishers: MG to obtain a certificate

(g) Organising Committee: It was suggested that the guarantors of the loan be given the title of Founder Members and that the boards stored in the storeroom be used to list them as Founder Members and display the board in the Clubhouse. NF to look into the production of these boards.

NF/Org
 Comm
 JAS/PB

The Organising Committee to consider this suggestion.

(h) Caravan Rally 21/23 April: JAS stated that she had received a cheque and would pass it onto PB.

3. FINANCIAL REPORT

PB advised that there was no change to the bank accounts. The bank mandate was to be changed to have TG/PB and JH as the signatories in place of TG/JRS/JAS. Signing to be 2 of the 3 named signatories.

TG/JH/PB

GK Loan: TG advised that he had contacted Ian Herrington of Greene King and the cheque would be passed to us shortly.

TG

VAT: PB advised he had some queries regarding the completion of the VAT application form. TG to pass PB a copy of the letter from Greene King regarding the loan and he would speak to Helen Holly a qualified accountant regarding the queries.

PB/TG

4. BAR COMMITTEE REPORT

JRS reported that they had had a meeting with Bill Hampton of Greene King (see attached notes for non-attendees))

att (JAS)
 TH

NF to deal with item 1.6 all other items required TH to consider within the construction works.

Greene King to do their works at the end of May subject to construction works being at an appropriate stage. The situation regarding the requirement of a sink within the bar area was discussed and it was agreed that this was a necessity. It was also agreed that the rear door to the bar be closed off thus altering the layout on the plan attached. To get Greene King to sponsor the opening event with at least some free beer, wine and perhaps sponsor leaflets, etc.

Bar
 Comm/TH

5. ORGANISING COMMITTEE REPORT

As no further meeting had taken place there was nothing new to report.

GL still to approach WW Sports regarding Membership cards. The situation regarding Founder Members to be considered and the organising of the Opening Event to be planned. Membership forms to be created and the shop to be asked to have some available for customers to take away with them. To encourage people to become members.

GL
 Org Comm

Cont'd/...

6. **LICENCES - CLUB AND LIQUOR**

JH working on this item tonight at home.

7. **ANY OTHER BUSINESS**

(a) DW needed to advise the village of the details of opening. It was suggested that he state that subject to the refurbishment works being completed it was hoped to open the Clubhouse in mid-June with an official opening on Saturday, 22 July. Details of where Membership forms can be obtained from was required to go in the next issue of the Parish Magazine.

DW/Org
Comm/DW

(b) Letterhead : DW to try to obtain a good quality reproduction of our existing logo with our address being Walnut Tree Road and telephone number to be arranged with BT. PB to arrange good telephone number with BT at minimum cost.

DW/PB

(c) Opening Event: Suggested that we try to get an old dray from Greene King

Bar Comm.

8. **DATE AND TIME OF NEXT MEETING**

Monday, 15 May at 8pm in the Clubhouse at Pirton Recreation Club.

ALL

Joy Stimson
4 May 1995

Att. Greene King Cellar Service Survey - 27.04.95 (now attendees only)

PIRTON SPORTS & SOCIAL CLUB
NOTES OF A COMMITTEE MEETING HELD ON
AT 8PM ON MONDAY, 15 MAY 1995 AT THE CLUBHOUSE

Present: Tom Gammell (Chairman)
Peter Bidgood (Treasurer)
Joy A Stimson (Minutes Secretary)
Michael Goddard
Tim Harley
John Hayes
Graeme Low
Nick Sheridan
John R Souster
Dave Wallace

Apologies: Neil Frost

Action:

1 APPROVAL OF THE NOTES OF THE PREVIOUS MEETING HELD ON 1 MAY 1995

These were approved by all present

2 MATTERS ARISING

- (a) Goal Posts It was confirmed that these had now been taken down. Thanks to those who did the task was conveyed.
- (b) Steel Door to the Storeroom TH confirmed he was obtaining pricing for this item.
- (c) Opening Event This was now scheduled to take place on 22 July. DW to advise Jonty of this date to publish it in the Pumpkin Club's next bulletin. Next meeting to start discussing the plans.
- (d) Grass Cutting There had been some confusion over who was doing what. However, the next cut would be invoiced to PSSC and we would become responsible for this item from now on. It was confirmed that the grass had been treated with weed killer.
- (e) Fire Extinguishers: MG stated that these could be dealt with when required.

TH

DW
ALL

3 FINANCIAL REPORT : PB

- (a) The Treasurer reported that he had received the first invoice in respect of the construction works but as yet had not received any monies from Greene King. TG stated that the monies from Greene King had been promised to be in his hands this week.
- (b) VAT: The situation regarding the registration for VAT was discussed. It was felt that an approach should be made to the new Parish Council concerning the VAT situation as the building and fixtures and fittings were their property. As the turnover for the Club in the first years would not warrant the registration for VAT and all charges would have to have VAT added to them, this would eat into the profits unnecessarily. TG/MG to pursue with Parish Council at inaugural meeting on Thursday, 18 May.
- (c) Telephone PB advised that he had received conflicting information from BT as to whether we would be classified as residential or commercial. He was to progress this further and obtain a reconnection with a good telephone number at minimal cost.

TG

TG/MG

PB

4 CONSTRUCTION REPORT: TH/JRS/NS

TH reported on the progress of the works. Colour of carpet to be as previously chosen. The need for a heavy mat at the entrance way was discussed. As the lobby would not be carpeted, this would be left and seen if necessary in the future.

Doorways were being changed as discussed at previous meeting and no small windows would be left in the rear of the building for security purposes. Bricks were being thrown onto the roof which would cause damage, all to keep an eye on the situation. It was anticipated that the construction works would finish the first week in June. There would be no facilities for the Cricket Club until then (i.e. no showers, no facility to make teas). The Cricket Club was negotiating to swap home matches to be played away until the Clubhouse was finished. TH advised that the storerooms could be cleared out whilst the skip was available and the painting of these could take place by voluntary labour. It was suggested that work parties be set up to do some of the extra works.

ALL

ALL

5 BAR COMMITTEE REPORT: NF/MG/JRS

The cost of a glass washing machine was about £5/600 so it would be necessary to do this task by hand and to have additional staff on when likely to be busy to accommodate until enough money available to purchase one. There was to be installed 1 sink under the bar for washing small quantities of glasses and hands only. JAS advised that her husband had offered to give advice on facilities required as he had worked behind a bar. He would also be available for working on the bar rota. Stock to be purchased as soon as possible, but JH advised this could not be purchased before licence had been obtained.

Bar
Comm/JH**6 ORGANISING COMMITTEE REPORT: GL/PB/NF/JAS/DW**

(a) Membership GL passed over the membership list of Lea Sports to JH and would obtain the Cricket Club list for his application for a Club Licence. GL also reported that he had contacted WW Sports in Henlow with a view to obtaining sponsorship for the production costs of the membership cards. They felt that they had not gained any benefit from its association with Ickleford Sports Club and would not consider this although they offered 20% discount on goods purchased by the Club. GL to try other sports shops in the area. It was felt that we should try to put the logo on the Membership card DW/GL to liaise. The cards not to be replaced annually, so make them numbered rather than cover the year and have them laminated, credit card size. Cost approximately £200 per 1,000.

GL
DW/GL

Forms GL has redesigned these again logo to be incorporated. DW/GL to liaise. If info to go on database, the question of the Data Protection Act was raised.

DW/GL

To encourage membership, PB advised that the Colts Cricket training membership was to offer the combined membership.

PB

Cricket Friendly Match GL advised that Lea Sports had suggested a friendly Cricket Match between their members and the Cricket Club, it was felt this would be better run as just a group of members rather than the Cricket Club. Suggested date had been 18 June. DW to arrange date to be published in Parish Magazine. Lea Sports had also requested the use of the facilities on 9/10 June, as it was unlikely to be ready by then, GL to advise unable to accommodate them on this date.

ALL
DW

GL

7 LICENCES - CLUB/LIQUOR: JH

JH reported that he had revamped the constitution. Details of requested opening times to be 7/11pm week nights and weekends 11am/11pm. Not necessary to open all these times but gives us the flexibility. JH had a requirement for peoples full names, TG to pass information from loan application. Application to go in the end of the week. Usually takes approximately 3 weeks subject to the court sittings. Fire extinguishers will need to be in place at the time of inspection. MG advised he would be able to arrange as soon as date advised of inspection.

JH/TG

MG

8 ANY OTHER BUSINESS

- (a) DW: Opening Event - 22 July, Posters to be displayed at Lea Sports as soon as possible
- (b) MG : Safe, Bar Committee to choose a new one as cost of excavating old one too costly. Pass info to TH.
- (c) JRS: Bar Committee to have another meeting soon to action some further points
- (d) Lea Sports due to make first payment soon, these monies can then be used for purchases, ie safe, till, furniture, curtaining
- (e) PB stated need to have letterhead designed, invoices need to be produced and receipts for Lea Sports, etc.
- (f) Lea Sports to have 2 representatives on the main committee. This was discussed, no final decision taken as other clubs would need to be treated the same way, the main committee could become unmanageable. Perhaps a separate committee. TG to speak to Steve Smith of Lea Sports in relation to this subject. May have a general committee and a management committee.

DW
Bar Comm/
TH

Bar Comm

PB/
Bar Comm
DW/GL

TG/ALL

9 DATE, TIME AND VENUE OF NEXT MEETING

Monday, 22 May at 8pm in the Club house. TG advised he would be late, TH to chair the meeting in his absence

TH/ALL

/End

Joy Stimson
18 May 1995

PIRTON SPORTS & SOCIAL CLUB
NOTES OF COMMITTEE MEETING HELD ON MONDAY, 22 MAY 1995
AT THE CLUBHOUSE, PIRTON RECREATION GROUND

Present: Tim Harley (Acting Chairman)
Peter Bidgood (Treasurer)
Joy A Stimson (Minutes Secretary)
Neil Frost (left item 6)
Michael Goddard
Graeme Low
Nick Sheridan (left after item 4)
John R Souster
Dave Wallace
Representative from Lea Sports (Paul Gather - Tel: 01582 419762)

Apologies: Tom Gammell
John Hayes

Action

1 APPROVAL OF NOTES OF THE PREVIOUS MEETING HELD ON MONDAY, 15 MAY 1995

These were approved by all present

2 MATTERS ARISING

There being no matters arising not covered by the Agenda, the meeting proceeded

3 FINANCIAL REPORT - PB

The cheque for £18,000 had been received from Greene King and banked. TH requested that the first invoice from CDC Services be paid now as they were doing lot of extra items without charge and it was felt important that we kept them happy.

PB

Telephone A reconnection charge of £8.50 was payable and PB agreed to register the phone personally to make it a residential charge rather than commercial to keep the costs down. (PB has subsequently registered the telephone and the telephone number is to be: Hitchin (01462) 442772, please all make a note of the number). The position of the payphone was discussed and for ease of use and security purposes, it was agreed it should go on the wall next to the bar if possible. TH to look into this,

TH

4 CONSTRUCTION REPORT - TH

A working party had cleared out the storerooms in preparation for painting. This was being done on Tuesday. CDC Services were aware of the items left by the skip and the purposes for them being left there. They were happy. It was now important that the steel door frame be put in place. TH to chase up quote.

TH

CDC Services were expecting to finish by 8/9 June and so the Clubhouse would be finalised by 17/18 June when the Cricket Club needed the use of the facilities.

The water tap on the cricket square was high and it was agreed that this should be lowered and perhaps the iron top be replaced by wood covered in astro turf. TH to progress

TH

The positioning of the under bar sink was discussed and it was agreed that CDC Services should contact Greene King Cellar Services to ascertain the situation on a cooler to go under the bar which might affect the sink position. TH to see CDC Services.

TH

5 BAR COMMITTEE - NF/MG/JRS

Have started working on items required and will have list available for next Committee Meeting - 5 June for consideration of all. Dealing with tables, chairs, curtains, etc. In respect of the curtains the situation regarding the new windows was pursued. Tony Bethell was making up the windows which would all be the same size as the existing windows so curtain and curtain track measurements will remain the same.

Lea Sports had offered to polish up the existing tables and chairs and to do any repairs necessary.

Bar Comm

Cont'd/...

6 ORGANISING COMMITTEE REPORT - GL

GL presented the updated Membership Form which was discussed. The logo to be inserted. NF pointed out that he has passed the old logo to Lea Sports as they were to prepare some signs for the outside of the building. It was agreed that the new logo copy be forwarded to them but it was not that different. It was agreed that the colour be green. DW to obtain a quote for 1,000 letterheads in green (to give professional image).

GL
NF
DW

7 LICENCES - CLUB & LIQUOR - JH

JH had sent the application to the authorities and awaiting details

JH

8 ANY OTHER BUSINESS

Paul Gathern of Lea Sports requested information on the bar top which they had promised to deal with. It was advised that this was expected as soon as possible.

Lea Sports

Decoration of the changing rooms by Lea Sports volunteers was discussed, but it was felt that as they were being used as storage areas whilst the other works being carried out, it should wait until later. However, it was suggested that any works required outside could be carried out now. Goal posts required some attention and the good parts of the metal barrier should be saved for use by the Cricket Club around the square in the winter.

Lea Sports
Cricket Club

VAT Situation: Dick Woodward had written to the VAT office; copy of letter circulated (copy attached for non-attendees). It was agreed that PB/TG should progress situation with the new PC and try to deal with the same VAT office to ensure they fully understand that the building was the property of the PC and the works being carried out were to the fixtures and fittings, the ownership of which was the PC and try and get agreement to the situation regarding the reimbursement of the VAT.

att. PB/TG

MG mentioned that the Pirton Summer Fair should be considered to be held on the Recreation Ground next year with the PSSC controlling the event and village organisations being involved in their own fund raising events. It would need careful planning to make it successful. The Organising Committee to look into this after the Opening Event along with plans for events to be run on a 6/8 week basis.

Organ. Comm.

9 DATE, TIME AND VENUE OF NEXT MEETING

It was agreed that this should take place on Monday, 5 June. As MG/NS/JAS have a Recreation Ground Committee meeting at 8pm, later start of 8.30pm at the Clubhouse.

ALL

/End

Joy Stimson
24 May 1995

Att. Copy of letter RA Woodward (non-attendees only)
Draft Membership Form
Agenda for Next Meeting

PIRTON SPORTS AND SOCIAL CLUB

Report of Bar Committee in preparation for opening. 5th June 1995

Neil Frost, Michael Goddard & John Souster.

FURNITURE

First stage for opening

Repair and repolish existing tables and chairs.

Purchase	6 High Bar Stools	@	£25 each
	10 Chairs to match existing	@	£25 each

Second Stage, (maybe before formal opening ?)

SNUG

Design with soft bench seat to back onto lobby wall only and closer to main hall to provide intimacy in area, timber veneer panels for wall CDC to tape and emulsion in first instance.

Purchase other furniture for snug	
Budget allowance	?

GAMES AREA

Refurbish old benches along walls of games area
Budget allowance ?

CURTAINS

Choose material	@f184
Arrange make and fix	@f185

GAMES MACHINES

Fruit Machine
Gaming application submitted
Initially one machine located to right of
entrance door. costs Rental £52 per week
 Float £300
Security of machine to be responsibility of
Associated Leisure

Pool table
to be located in centre of games area.
old unit to be disposed of
new table to be rented at £14 per week.

SECURITY

2

Till

Samsung name pad to be purchased at £339 cash

Safe

still being researched

Payphone

now in working order

Alarm

Quotation from CAMS of £1300 Tim Harley has alternative

Access

Staff and initial entry should be through old spirit store so that preparations can be made before main door is opened alarm pad should therefore be at this entry.

CELLAR

Greene King pipework measured & work to be carried out upon instructions as soon as construction work is complete JS is liaising with CDC.

Door and Frame being repaired by CDC

Repainting Now complete

Plumbing/Rewiring to be completed

BAR

Building work

Completion of building work awaiting worktop from Lee Sport due 6th June 1995

Back shelving for optics and work top at rear of bar to be left until coolers are located wash hand basin to be removed

Bar Management

Bar will be staffed by bar committee plus limited support of maximum of six in first instance

Fixtures and fittings

Green King to provide all equipment to dispense beer

Bottle cooler and wine cooler maybe available

Glasses existing already being cleaned, small number from GK. balance to be purchased as necessary.

Bar Accessories

investigation in hand with supplier

Stock

Greene King will advise and supply one week before opening in liaison with area manager

OTHER ITEMS

Television

Satellite access will be at higher cost than domestic

PIRTON SPORTS & SOCIAL CLUB
NOTES OF COMMITTEE MEETING HELD ON MONDAY, 5 JUNE 1995
AT THE VILLAGE HALL

Present: Tom Gammell (Chairman)
 Peter Bidgood (Treasurer)
 Joy A Stimson (Minutes Secretary)
 Neil Frost
 Michael Goddard
 Graeme Low
 Nick Sheridan
 John R Souster

Apologies: Tim Harley
 John Hayes
 Dave Wallace

Action

1 APPROVAL OF NOTES OF THE PREVIOUS MEETING HELD ON MONDAY, 22 MAY 1995

These were approved by all present

2 MATTERS ARISING

The situation regarding the representation of Lea Sports on the Committee was discussed and it was decided that this should be voted on at the next meeting. It was proposed that they be represented on the Management Committee which would evolve once the Club was open. However, they would not sit on the General Committee which would have overall control of the Club. This would allow PSSC to keep within the Licence granted to them by the Parish Council that the Committee should be composed of villagers. This would allow Steve Smith, who is a villager, to be a member of the General Committee but not other members of Lea Sports who did not have the residential qualification. JAS to put on the Agenda for next meeting.

JAS

3 FINANCIAL REPORT - PB

JRS reported that JH has asked him to remind PB that an invoice would be coming in for the costs involved in the Licence application.

PB

VAT situation: This was discussed further and TG stated that he (as Chairman of PSSC) and Valerie Souster (as Chairman of the Parish Council) were to visit the VAT office to clarify the situation. NS stated that his accountant was a specialist in VAT affairs and it was decided that his advice should be sought even if it did cost us, it would pay for itself if the VAT was reclaimed on the building works.

TG

PB stated that he had received another invoice from CDC Services for £5,875 and MG had purchased a condom machine for £2 at an auction. It was agreed that these payments be made.

PB

4 CONSTRUCTION REPORT -

As TH not at the meeting JRS reported that they had experienced a few problems regarding the works being carried out. CDC Services stated that they would be finished by the end of the week. The carpets to go down last. Some light fittings to be moved.

Windows: Tony Bethell had installed one window and the rest were being fitted by the end of the week. They were slightly larger than the previous windows and the shutters would need adapting.

5 BAR COMMITTEE - NF/MG/JRS

A copy of a report on their proposals was circulated (copy attached for non-attendees). Lea Sports had taken the tables & chairs for polishing. The proposal for a fruit machine was discussed and it was agreed to proceed with obtaining a machine once the licence was granted. A detailed meter reading is obtained when the machine is emptied for the Club records. It was agreed that the till be purchased at £339. The need for an alarm and the siting of such was discussed, this needed to be discussed further at the next meeting (item on Agenda),

JAS

JAS
 Bar Comm

Cont'd/...

6 ORGANISING COMMITTEE REPORT - GL

GL reported that they had held a meeting and the Application Form was now agreed but would not be circulated around the village until a licence had been granted. GL

Junior Membership : This was clarified to be 14 to 18 years of age. Colts Cricket members would have to belong as family members.

Membership Cards : were to be laminated and renewed on an annual basis. PB looking into the costing to obtain our own laminating machine and consumables. PB

Opening Event: Suggested items barbecue, bouncy castle (make sure they have own insurance), goalshooting, Dwyle Flonking (challenge the Pumpkin Club), Go Karting (NS asked if possible to use his vehicle, agreed subject to control being made on the usage) Children's games suggested Rosemary Manders be approached to organise, Raffle or Treasure Hunt, darts and Volleyball (TG at this point made all aware that the youngsters in the village had requested the siting of a basketball ring with circle be erected at the Recreation Ground, this would be considered when funds available, siting of this item should be looked into in line with future plans for Cricket Nets, etc. TG advised that someone in the village was willing to donate the net and post.). A PA system would be required and JAS stated that she had approached Kieron Jones who although perhaps would not be able to be present would certainly be able to supply the equipment. It was suggested that Tom Gammell be MC for the day. Other suggestions were rounders, wheelie bin race, ski team race, Tug O'War. Planning of this event to go on Agenda for next meeting to follow up suggestions. JAS
Org Comm.
JAS

18 June Cricket Match with Lea Sports: This was to be a social event with Lea Sports planning a barbecue. Suggest that it was a 'Bring your own drink' event in view of the fact that we would not have a licence by then. Tea for the Cricket would need to be organised. GL offered that Lesley Low would arrange and JAS stated she would help. It was stated that the kitchen area would require extensive cleaning due to the building works. It was decided that a working party do this on Sunday morning, 11 June. GL/JAS
ALL

7 LICENCES - CLUB & LIQUOR - JH

As JH not present, TG reported that JH had made the application for a licence and that the hearing would be held on 4 July. The construction work needed to be finished before the inspections by the police and fire officers took place. MG to sort out the fire extinguishers. JH
MG

8 ANY OTHER BUSINESS

There had been several items covered by the Pirton Recreation Ground Committee Meeting which needed to be raised but as it was so late, it was decided to leave these to bring forward for discussion at our next meeting.

Skateboard Ramp Monies Where the money raised to erect the skateboard ramp several years ago was sort. It was felt that the monies were still in an account held by the children of Mrs Helen Hofton.

9 DATE, TIME AND VENUE OF NEXT MEETING

It was agreed that this should take place on Monday, 12 June at 8pm in the Clubhouse ALL

/End

Joy Stimson
6 June 1995

PIRTON SPORTS & SOCIAL CLUB
NOTES ON A MEETING OF THE COMMITTEE HELD ON MONDAY 12 JUNE 1995
AT THE CLUBHOUSE, PIRTON RECREATION GROUND, PIRTON

Present: Tom Gammell (Chairman)
 Joy A Stimson (Secretary)
 Neil Frost
 Michael Goddard
 Tim Harley
 John Hayes
 Nick Sheridan
 John R Souster

Apologies: Peter Bidgood
 Dave Wallace

Action:

1. APPROVAL OF THE NOTES OF THE MEETING HELD ON 5 JUNE 1995

(a) Item No. 2 Matters Arising: JRS pointed out that the sentence 'This would allow Steve smith, who is a villager, to be a member of the General Committee, but not other members of Lea Sports who did not have the residential qualification' to read as follows: 'Of Lea Sports only Steve smith would qualify as a villager to be a member of the General Committee.....'.

JAS

2. MATTERS ARISING

(a) Lea Sports Representation on the Committee:

It was agreed that a change to the Rules to allow the formation of a Management Committee on which Lea Sports would sit. In order to comply with our Licence from the Pparish Council, the General Committee had to be composed of villagers. JH to look into the legalities of this within the Rules and Constitution of the Club as they currently stood. A vote was taken on the establishment of a Management Committee to the General Committee. NS proposed and JRS seconded the proposal which was carried unanimously

JH

JAS

A vote was also taken on the following proposal to establish the Managment Committee composing of the Bar Committee, the Organising Committee and Committees from the various sports. The establishment of such a Management Committee would be by secondment from the General Committee or by secondment from outside. The proposal was made by MG and seconded by GL being carried unanimously by those present.

JAS

The above situation to be conveyed to Lea Sports verbally and to be followed up in writing.

TG

3. FINANCIAL REPORT

As PB not present no report.

(a) VAT Situation: TG reported that this was discussed at the Parish Council meeting on Thursday and they were advised that RA Woodward had written to the Paymaster General with a copy to Oliver Heald (our local MP) about this situation. Await outcome.

PB

It was decided that a forecast budget should be planned out to clarify the financial situation.

4. CONSTRUCTION COMMITTEE REPORT

TH stated that he was not happy with the fact that the work was not yet finished. TH to see CDC Services as soon as possible and check the situation. The Cricket Club were due to use the facility on Saturday and also the cricket match against Lea sports was due to take place on the Sunday. There was no electricity in the kitchen at that time. GL to contact TH to check the situation on Tuesday.

TH

GL

The requirement for a metal grille shutter over the entrance way was discussed. Due to the lack of funds this had not been organised. The situation regarding the funds available was discussed and it was agreed to discuss this fully at our next meeting.

JAS Agenda

MG stated that he had received the Fire Certificate and passed the Certificate to JH and the installation instruction sheet to TH.

5. LICENCES - CLUB/LIQUOR

AS JH had to leave early this item was brought forward. JH reported that the application was now in and notices had been posted at the entrance road to the Club. If anyone saw that they had been removed to notify JH immediately. The application for the licence for a gaming machine had also been sent off. A list of the Members of the Club was being displayed in the Clubhouse. JH left the meeting at 9.15pm.

ALL
 JH

Cont'd/...

6. **BAR COMMITTEE REPORT**

MG reported that he had purchased some secondhand bar stools, stools and a table from the Auction held at the school for £15.

The tables and chairs had been refurbished by Lea Sports representative. However, NF reported that although initially it sounded as if they would be done free of charge, they were now stating it would cost approximately £2/300. NF to express to Lea Sports his concern at this charge and try to get it reduced.

The fruit machine agreement was now in place awaiting finalisation of the opening date.

The installation of a security alarm was to be discussed in detail at the next meeting due to the funds needing to be clarified.

NF

JAS Agenda

7. **ORGANISING COMMITTEE**

(a) Membership Cards GL reported that a laminating machine would cost £230 and printing about £2/300.

(b) Opening Event: It was felt that the funds situation needed clarification before any arrangements were made.

(c) Insurance : It was pointed out that £700 premium was payable on opening up of the Club.

(d) Cricket Match - 18 June 1995: It was suggested that this event be publicised at the Strolling Supper on Saturday, 17 June.

NS to arrange a TV as World Cup Rugby Match was being played on the Sunday.

NS

8. **ANY OTHER BUSINESS**

(a) It was noted that the hedge and weeds had been cut back on the Entrance Road.

(b) Tidying of the Clubhouse to take place on Saturday am.

ALL

9. **DATE, TIME AND VENUE OF THE NEXT MEETING** Monday, 19 June in the Clubhouse at 8pm to discuss the formation of a Management Committee, clarify the financial situation (reminder the Parkins family have already paid family membership at the old rate of £25. It is now only £10)

ALL

Joy Stimson
26 June 1995

Prison Sports and Social Club

Minutes of Meeting held at Clubhouse 19. June 1995

Present: Tom Gammell, John Souster, Peter Bidgood, Nick Sheridan, Neil Frost, Graham Low, John Hayes, Michael Goddard

Apologies received from Dave Wallace Joy Skirrow Tim Harkey

Reports:

Club Registration Certificate

JH said Magistrates Court was unhappy about 2 points in the Rules and was writing to him. It was decided that if at all possible to continue with the Court date of 1st July. JH would liaise with TG over amendments required.

Security

Concern was expressed about the lack of security. It was agreed a burglar alarm be installed at a cost of £150. When funds permitted consideration would be given to installing a steel shutter.

Finance

Nothing to report on V.A.T. situation. Generally of the 18K received from GK £11750 had been spent on construction costs. Further bills were expected from Chris Adams and there would probably not be any retention.

The total liability is Chris for the works he was due to carry out would be 19K inclusive of VAT

Other commitments would be:

Insurance minimum £750 payable by instalments

Legal Advice payable by instalments

Alarm £150

Outer door £150

New locks not known.

Other monies available to use:

Barr

Cellar work to be completed shortly.

Working Party required for clearing up when that has been done

PITON SPORTS & SOCIAL CLUB

Notes on a Meeting of the Committee held on Monday, 26 June 1995 at the Clubhouse, Piton Recreation Ground

Present: M. Goddard (Acting Chairman) J.A. Skinson (Secretary)
P. Bidgood (Treasurer) ~~N. Frost~~, J. Hayes, N. Shendan,
D. Wallace - (Steve Smith of Lea Sports at 8:50pm).

Apologies: T. Gammell, T. Harley, J.R. Souster G. Low.

1. Approval of Notes of Meeting held on 19 June 95.
JH had taken notes at the meeting, these being circulated at the meeting.

2. Matters Arising.

As no Agenda the meeting followed the Notes made at the last meeting.

3. Club/Liquor Licence.

JH reported that a couple of minor points in the Rules & Constitution had meant that the papers had been returned & there was no likelihood that our application would be heard on Tuesday, 4 July. The next sitting was due to take place on Tuesday, 1 August.

The points were: -

(a) Junior Members - not clear if they could vote

(b). No. of functions to be held each year not stated. JH to state maximum 12 (seems to be the norm).

4. Opening Event - 22 July

Due to the above, it was discussed how would could proceed with this event.

Possibilities: -

(a) Occasional licence: - Too late to apply

ourselves need 21 days notice before Court hearing.

(b) Occasional licence made by licensee
Could approach a pub in village to run bar and get temporary licence for that day.

(c) Postpone Event: How will we be seen by others

(d) Approach ^{to be} made by JAS to a friend who holds a licence outside of village (Unfortunately, no longer holds the licence, unable to assist) JAS.

(e) JH to talk to Court & see if our application lodged in the proposed time could still be heard if do the amendments & send them back. JH

5. Security

MG had received a quote for steel gateway at front entrance for £650 + VAT. Steve Smith was looking into this with his Company to see if they could do anything.

It was suggested that bar person enters & exits premises from door into changing rooms corridor.

Alarm to be fitted shortly.

6. Finance

PB reported that had £8,500 balance with £6,250 balance of Greene King loan. Still final payment on building works to pay(?).

7. Bar

Greene King Cellar Services had carried out some of their work. Coolers ^{still} to be installed

8. General.

MA had brackets for fire extinguishers to be mounted on. MA reported that Jack Barnes, neighbour to entrance road, had agreed to someone trimming back the hedge. MG/JH to MA/JH do.

9. Publicity.

DW and Steve Smith to liaise.

DW/SS

10. Insurance.

MA to meet Legal + General on Thursday for MG them to inspect the building.

11. Membership.

A few forms had gone out. Membership list on display to be up-dated to show the Parkins family and any others. A copy of the form had been passed to Lea Sports.

JH/CJ

12. Grass Cutting.

MG advised an invoice for last cut had been received to pay.

PB.

13. Tables + Chairs.

WF had spoken to Lawrence of Lea Sports. At this point SS arrived at meeting. SS reported he was not aware of the arrangement and would look into it for us.

SS

14. Club Telephone No.

New telephone No. arranged 712812.

Please amend any previous info BT made a mistake.

AL

15. Construction.

Snagging list of works still to be done
MG to speak to JRS

JAS advised outside drain by kitchen
loose, water leaking out.

Items on snagging list: - kitchen plastering +
architraving, ladies doorway nails, ladies
plasterwork, showers, doorway window
beading. + various.

Suggested that tap on cricket pitch have
a lockable cap due to fact it is being
switched on by unknown persons & left
on. As water metered important to
stop any misuse of water.

16. Notice Board.

Need to have one for different activities
etc.

17. Organising Committee

To have meeting on Wed, 28 June to
progress arrangements for Opening
Event.

18. Date, Time & Venue of next Meeting

Monday, 3rd July @ 8pm in Clubhouse.
NF offered his apologies.

J. Skinson

3/7/95.

PIRTON SPORTS & SOCIAL CLUB

NOTES ON A COMMITTEE MEETING HELD ON MONDAY, 7 JULY 1995 IN THE CLUBHOUSE, PIRTON RECREATION GROUND

Present: Tom Gammell (Chairman), Peter Bidgood (Treasurer), Joy A Stimson (Minutes Secretary), Mike Goddard, Tim Harley, Graeme Low, Steve Smith (Lea Sports), John R Souster, Dave Wallace

Apologies: Neil Frost, John Hayes (Club Secretary), Nick Sheridan

1. CLUB TELEPHONE NUMBER CHANGE

PB advised that BT had issued a new telephone number: 712812. All to note.

ALL

2. LICENCES

TG reported that our applications would not be heard on 4 July session due to the queries raised and the time delay in receiving notification. The next session was 1 August.

JH to report back next meeting on the situation.

JH

3. OPENING EVENT - 22 JULY 1995

The decision on whether to hold the above event was discussed and due to the fact that the event would raise a large amount of funds it was decided to postpone the event until September when we had a licence and could make the profit for the Club funds. However, it was agreed that the bar should be opened as soon as the licence was granted as football friendly matches were due to take place in August. DW to ask the Pumpkin Club about suitable dates in September.

DW

4. SECURITY

SS to look into metal grille on new entrance way. TH also to look into supply. A representative of the insurance company had met with MG and put forward some ideas, MG has full details. TG to deal with this.

SS/TH
TG

5. MEMBERSHIP

GL advised that two forms with cheques had been received. The style of membership card was discussed and it was suggested that a sponsor be sought for the cost a laminating machine (approx. £250) and their details could go on the back of the card. Cards to be issued annually with colour change for the year to be made.

TH
GL

(a) Honorary Membership : The first 30 numbers to be kept for Honorary Members. It was agreed that Tony Bethell, who donated the new windows, be given honorary membership. On the membership forms the following phrase should be added 'I agree to abide by the Rules of the Club'. Anyone who joins now would have membership through to March 1997. Cards to show 1996/97.

GL
GL

6. TABLES AND CHAIRS IN CLUBHOUSE

SS stated that he had spoken to Mark of Lea Sports regarding the charge of approximately £300 and a verbal estimate had been given. As NF not at the meeting, it was decided that this should be deferred until the next meeting to discuss further. It was agreed that perhaps the payment could be deferred until we had some income coming into the Club funds.

NF/s

/Cont'd...

PIRTON SPORTS & SOCIAL CLUB

NOTES ON A COMMITTEE MEETING HELD ON MONDAY, 7 JULY 1995 IN THE CLUBHOUSE, PIRTON RECREATION GROUND

8. CONSTRUCTION REPORT

TH went through the list of extra works carried out by CDC Services that was over and above the quotation. Although heating installation had been planned into the works it was not as yet installed but it was all ready to take place upon the requirement. Payment of the invoice was proposed by John Souster and seconded by Dave Wallace and voted unanimously. PB

A request for the kitchen area to be refurbished had been received and it was agreed that this work should be carried out as soon as funds were available.

Pictures and curtains to be arranged in the future when funds available.

Notices - No studs/spikes allowed in the lounge area to be actioned. JAS

9. BASKETBALL AREA

TH advised that several teenagers had approached him regarding this activity. CDC Services had quoted approximately £2k for concrete surface and £2.3k for asphalt. The teenagers to do some labouring themselves to keep the costs down and to raise the funds with PSSC's assistance. TG advised that a basket and pole had already been donated to the Club if we had a requirement. The monies raised in the past for a skateboard ramp were to be sought with a petition by the teenagers for the monies to be transferred to this activity. TG/MG to ask Pirton Recreation Ground Committee for permission to build this. TG/MG

10. ANY OTHER BUSINESS

(a) Donation Plaque - Wilmotts : TH asked where this plaque had gone to. TG stated that the plaque was stored but the condition of it may require a new one to be made and erected. TG

(b) Football Nets : SS requested permission to erect some nets at the far end of the field to stop footballs going out of the area. This was agreed.

(c) Football Training : This was scheduled to commence shortly and the Under 12s Colts section will be using the field at Pirton School in return for some suitable new goal posts. The football pitch at the recreation ground needed aerating.

(d) Committee Holidays: Holidays are as follows:

TG mid August	PB 3/17 August	TH End September
MG End August	DW End August	JAS 8/22 August
JRS ?	GL 11/24 August	SS End August
NS 5/16 August	NF ?	JH 17/28 August

ALL

11. DATE, TIME AND VENUE OF NEXT MEETING

Monday, 17 July at 8pm in the Clubhouse, Pirton Recreation Ground

ALL

Joy Stimson
17 July 1995

PIRTON SPORTS & SOCIAL CLUB

NOTES OF A COMMITTEE MEETING HELD ON MONDAY, 17 JULY 1995 **IN THE CLUBHOUSE, PIRTON RECREATION GROUND**

Present: Tom Gammell (Chairman), Peter Bidgood (Treasurer),
John Hayes (Club Secretary), Joy A Stimson (Minutes Secretary),
Michael Goddard, Graeme Low, Nick Sheridan, Steve Smith, John R Souster
Apologies: Neil Frost, Tim Harley, Dave Wallace

As no notes to the previous meeting available as yet the meeting proceeded on an informal basis.

1. LICENCES

JH stated that our application was being returned due to some further queries. It had not yet arrived and he hoped to be in possession of the documents on Tuesday, 18 July. This meant that there was now no way the application would be heard on 1 August session. JH advised that businesses could apply for a provisional approval, but as a Club we were at the mercy of the magistrates and the system. JH to ensure the application was correct by 1 August so that it may be heard at the September hearing. (5 September).

2. RECREATION GROUND

JH also reported that he had received a letter from the Parish Council regarding the holes in the field left by the removal of the railings around the football pitch. SS to look into this. In fact, it was stated that at least some of the holes had been filled whereas in the past when the football club was in existence they were just left open all summer. TG felt that a verbal contact would have ensured the action took place quicker than sending a letter he would advise the Parish Council.

3. YOUTH CLUB

A letter had been received by TG regarding the Youth Club using the Recreation Ground on a Thursday in August. Football training was taking place on Thursday's. In order to try and accommodate the Youth Club it was decided that TG contact RA Woodward to discuss the matter. SS stated they would arrange for the football training to only take part in one area if that could be decided. In view of this situation, it was discussed that the meeting room should be brought back into use by laying on power to it. There was thought to be toilet facilities in this area. There was a problem with the ladies being in the main area of the Clubhouse which would need to be kept locked for training sessions, etc.

4. BOOKINGS

JH to run the bookings and to provide a list which was put on display in the Clubhouse.

5. OPENING EVENT - 22 JULY

It was agreed that a notice should be displayed in the Parish Notice board, on the Notice board at the corner of Walnut Tree Road and one on the Clubhouse. SS agreed to arrange a suitable notice to advise that due to a problem with the issue of a licence it was being postponed until a future date.

/Cont'd..

PIRTON SPORTS & SOCIAL CLUB

NOTES OF A COMMITTEE MEETING HELD ON MONDAY, 17 JULY 1995 **IN THE CLUBHOUSE, PIRTON RECREATION GROUND**

6. ORGANISING COMMITTEE REPORT

GL stated that he was awaiting DW coming back with the re-formatted membership card. TG asked SS if he could oblige with organising some coloured writing paper. GL to chase up TH about sponsorship of the membership cards.

7. FINANCIAL REPORT

PB stated that the £150 per month payment to Greene King was still outstanding for three months. No telephone bill had been paid as yet. Grass cutting would need to be carried out again shortly. The alarm had been installed at £130 but members to be instructed on how to work the system. The tables and chairs payment was still to be sorted approximately £300. In order to ensure that any orders PB was aware of payments likely to be needed, it was suggested that some official order forms were created - SS to look into this. NS advised that Tony Bethell had spoken to him about the supply of smoke alarms if required, MG stated had not been mentioned by the fire officer.

The Free Trade Credit Application had been completed by PB who still required information of a second reference, CDC Services being the first and our monthly spend.

8. ANY OTHER BUSINESS

(a) TG requested JAS to write to a Camping and Caravanning Club confirming a booking for 27/29 October 1995.

9. DATE, TIME AND VENUE OF NEXT MEETING

Monday, 24 July at 8pm in the Clubhouse subject to JH having some information regarding the application.

Joy Stimson
18 July 1995

PIRTON SPORTS & SOCIAL CLUB

NOTES OF COMMITTEE MEETING HELD ON MONDAY, 24TH JULY 1995 AT THE CLUBHOUSE, PIRTON RECREATION GROUND

Present: Tom Gammell (Chairman), John Hayes (Club Secretary), Joy Stimson (Minutes Secretary)
Michael Goddard, Graeme Low, Nick Sheridan, Steve Smith (Lea Sports), John R Souster,
Dave Wallace

Apologies: Peter Bidgood (Treasurer), Neil Frost, Tim Harley

Action:

- 1 The notes of the previous two meetings, 10 July and 17 July were approved and there being no formal agenda the meeting proceeded on an informal basis.

2 CLUB AND LIQUOR LICENCE

JH reported that the authorities had come back with further queries and this would mean that it would not be heard on the 1 August session. The next session was to be the first week in September. The queries were reported to be regarding the affiliated members who would not have the same voting rights as ordinary members. This was unacceptable to the authorities. It was agreed that the categories of membership would be Ordinary and Junior. Although it would have to be run in conjunction with our licence with the Parish Council in that the majority of the Committee Members sitting on the General Committee had to be villagers. Therefore, JH proposed that there be only two categories of membership, Ordinary and Junior. MG seconded the proposal and it was voted unanimously by all present with no abstentions.

The other query raised was with regard to the opening hours on Sundays. The club bar could be open between 12 and 3pm and then had to have a break of at least two hours and then could only open for a maximum of 3.5 hours in the evening. It was agreed that the proposed hours be 6.30pm to 10pm.

JH to follow up these items and ensure that the application was in in time to be heard on the September sitting.

JH

3 OTHER MATTERS DISCUSSED

Youth Club booking: JH advised that he had prepared a suitable reply to the letter received from the Youth Club regarding use of the Recreation Ground and this was to be sent the following day. TG advised that he had been unable to contact RA Woodward to explain the situation.

JH/TG

Other Bookings: JAS reported that a Caravan and Camping Club had contacted TG regarding a booking for 27/29 October and this was duly noted. JAS to confirm the booking and nearer the time plans to be made regarding the siting of the caravans due to football being played on the Sunday morning. Also need to ensure water available and the use of the Cess Pit.

JAS/TG/MG
/JH

Metal Shutters to Front Entrance of Clubhouse: SS reported that his company could supply a suitable shutter. Picture shown to those present. The measurements were to be sorted and SS stated that Lea Sports would pick up the costs in the light of the situation regarding the charges for the refurbishing of the tables and chairs.

SS/MG

Action:

Notes on Committee Meeting held on 24 July 1995 Cont'd

- 3 **Membership Cards:** GL reported that he had not managed to contact TH regarding the sponsorship. GL to chase TH up on this matter. SS stated he could supply ample coloured paper. GL/TH
- Membership:** It was agreed that Tony Bethell be given Honorary Membership for him and his family as a gesture for the donation of the replacement windows in the Clubhouse. It was agreed that there were others who had made donations that should also be considered in the future. GL
- Financial Report:** As the Treasurer unable to attend no report was available. PB
- Grass Cutting:** Currently the mowers were not suitable for cutting the grass to a reasonable standard. NS suggested that he approach PB to get his son to do it with PB's tractor mower for an appropriate charge rather than use Lawtons. It was agreed that NS should action this and if unable to arrange, MG to arrange for Lawtons to do. NS/PB
MG
- Railings and holes left in ground:** SS stated that Lea Sports had tried to get the posts out of the ground but had found it very difficult. It was agreed that a Ground Committee should be formed with representatives from the Cricket Club and Lea Sports to ensure that bookings, ground preparation, etc were all sorted and agreed. SS
- Bar Committee:** No action as awaiting the licence. MG stated that some shelves could be fitted, but in view of the fact that a cooler of unknown size needed to be purchased once the licence was granted it was decided to shelve this idea until later. It was felt that shutters at the bar would have to be considered before the Clubhouse could be let out to other groups once stocks were in place.
- The Practise of Golf:** Several villagers were using the Recreation Ground to practise golf and it was noted that divots were being made in the football pitch area. The situation regarding notices, etc was discussed but, in view of the fact that we should not be seen to condone the practice, it was decided to just ask people to tee off in another area as and when. ALL
- Water Leak :** MG advised that water was leaking out of the pipes in the footpath down to the Recreation Ground and as the PSSC was paying the metered water bill, we should investigate this. It had been shut off temporarily. NS, as Chairman of the Recreation Ground Committee, to contact the local water board reporting a water leak in the footpath which was not on our property and hopefully they would repair it at no charge to us. It was felt if the charge was to anyone it would be the Parish Council. NS
- Keys to the Clubhouse, etc:** MG felt that the keys needed to be sorted so that the Cricket Club had some, Lea Sports had their own set. It was agreed that new locks needed to be fitted in various places and new sets of keys to be arranged with a list of keyholders to be displayed. It was felt that 5 sets were required, one to the Cricket Club, one to Lea Sports and 2 sets for selected PSSC Committee Members to hold with one spare set. JRS to look into the supply of locks, etc. including the shutters. The Cellar key to be controlled by the Bar Committee. JRS
- Purchase Orders and Requisitions:** SS supplied draft formats for these forms. They were agreed with just the telephone number to be inserted onto them. It was agreed that the Treasurer be the only one to place orders and anything over £150 to have to go before the General Committee for approval. SS/PB
- Byelaws of the Club:** It was agreed that JH should pull together some disciplines for the Club in respect of the key holders and purchase orders. JH
- Cleaner:** GL asked if we needed to organise a regular cleaner for the Clubhouse as he would ask his own cleaner if required. It was felt that we would require a cleaner on a regular basis once open. GL to speak to his cleaner. The supply of toilet rolls, hand towels, etc was discussed and JAS to discuss with a supplier who might also supply the containers free of charge. It was recommended that the toilet roll holders be lockable ones. G

Cont'd/..

Notes on Committee Meeting held on 24 July 1995 Cont'd

Action:

Two colour letterheads: SS stated that he had obtained quotes as follows: 100gm paper £64.10 per 1,000 or 80gm £46 per 1,000. No action at present time.

5 DATE, TIME AND VENUE OF NEXT MEETING

As several people on holiday during August, it was agreed that the next meeting should be held on Monday, 7th August for those not on holiday.

NS/PB/JAS apologised due to holidays they would not be attending

ALL

Joy Stimson
PSSC Notes 240795
13:27 4 August 1995

Pirton Sports & Social Club

Minutes of Meeting Held 5th Spetember 1995

Present: Tom Gammell (Chairman), Tim Harley, Michael Goddard, John Souster, Neil Frost, Steve Smith.

The Meeting followed no set Agenda, but after the announcement of the granting of a Club License, a general discussion took place about the next steps in getting the bar up and running.

The Club License has been granted for 1 year, which is normal in these circumstances. A big push is now needed to get the bar facilities ready, to get Members signed up and to get the bar area tidied up ready for business.

The till is now needed urgently - all transactions will go through the till so that there is no cash 'in shoe-boxes'. SS will check availability and payment terms.

The cleaning lady is not now available and an alternative is needed.

The bill for renovating the tables & chairs is now due - Peter Bidgood is to pay £150 as a part-payment. Tony Bethel is also owed £150.

It was proposed that the last week in September would be the 'practise week', with the bar being open fully from 1st October. TG is to phone Mr.Herrington (Greene King) to arrange credit terms for the first delivery. JS will phone Mr.Elliman, after checking with Tom, to arrange delivery. The Bar Committee is to go ahead with the mandates and expenses approved at earlier meetings.

Keys: One set is needed for the Football Club (Keyholder: S.Smith)
One set is needed for the Cricket Club (Keyholder G.Low ?)
One set will be held by the Chairman.
One/two sets will be held by the Bar Committee (J.Souster)
One Emergency set will be held - P.Bidgood suggested as keyholder.

The keys will include a key for access to the bar area (for access to the pump room and Ladies loo), but the door will remain locked normally unless access is specifically granted to these facilities by the keyholder. No access will be generally granted beyond the bar and kitchen.

The provision of rubbish clearance facilities and bins is a priority now that the Club is operational.

The grass needs cutting next week. MG will talk to Michael Milton.

Crime Prevention - more locks are needed for insurance purposes (these may have to be unlocked during opening hours so as not to violate fire regulations). Steel grilles will be needed for all external doors in time.

The till will be covered by the standard contents insurance. The Club needs to go on risk from 1/10/95 (incurring a cost of £70 per month).

The football club will be given access to the meeting room and medical room in the annexe building in order to clear them out for additional changing space.

NEXT MEETING: MONDAY 11th SEPTEMBER 8 p.m.

**NOTES OF A MEETING OF THE COMMITTEE OF THE PIRTON SPORTS & SOCIAL CLUB
HELD AT 8PM ON MONDAY, 11 SEPTEMBER 1995 IN THE CLUBHOUSE, PIRTON
RECREATION GROUND, PIRTON**

Present: Tim Harley (Acting Chairman), Peter Bidgood (Treasurer), Joy A Stimson (Minutes Secretary), Graeme Low, Nick Sheridan, Steve Smith, John R Souster, Dave Wallace

Apologies: Neil Frost, Tom Gammell, Michael Goddard, John Hayes

Action:

1 NOTES OF THE PREVIOUS MEETING HELD ON MONDAY, 5 SEPTEMBER 1995

These were approved. TH confirmed that the Licence had been granted initially for one year. This was normal practice.

JH to speak to the Environmental Health

JH

2 FINANCIAL REPORT

(a) Cash Register This was to be purchased at £339 no VAT. Payment not required until end of October.

JRS/PB/SS

(b) Credit Facilities with Greene King PB advised that the confirmation of this facility had been received. TG had telephoned Mr Herrington (GK) and arranged extension on the first payment. Normal terms would be invoices payable by 20th of the month following delivery.

PB/Bar
Comm

(c) Water Bill PB had received a bill from the Water Board for the quarter 1/7/95 to 30/9/95 for £32. It was agreed that this should be passed over to the Parish Council for payment as it had been agreed that we would take over payments from the time of the granting of a Licence. If they did not pay it, we would.

(d) Payment for Tables and Chairs Lea Sports suggested that they pay £200 towards the cost which would be deducted from their payment to us of £500 due in January. The balance of £158 to be paid by us and this would save any further embarrassment.

SS/PB

(e) Payment to Tony Bethell It had been registered that Tony Bethell would be looking for reimbursement of £150 of the costs he had incurred with the installation of the windows. He was not chasing this and it was decided to leave it for the time being but to account for it in our funds.

PB

(f) CDC Services Final Account

This amounted to £3,300. It was felt that some part payment should be made towards this invoice as it was through no fault of CDC Services that we would have to incur extra charges due to the fact we had been unable to obtain reimbursement of the VAT part of CDC Services invoices. The balance in the bank account was stated to be only £1,500 after taking into account certain known expenses. TH to speak with CDC Services and to liaise with PB to consider part payment to avoid embarrassment.

TH/PB

(g) VAT Situation As the situation regarding VAT had not been resolved, JRS to speak to the Parish Council again and see if anything could be resolved.

JRS

(h) Cricket Club payment GL, on behalf of the Cricket Club passed over a cheque to the Treasurer.

3 CLEANER FOR THE CLUBHOUSE

An approach had been made to a cleaner with a negative response. JAS to arrange a notice to be displayed in the village shop. It was suggested that we initially employ someone for one morning (day to be by agreement) for three hours. The suggested rate of pay to be £4 per hour but this should not be displayed.

JAS

Notes of a Committee Meeting held on Monday, 11 September 1995 Continued

4 SECURITY

The allocation of keys was agreed to be as per the list printed in the notes of 5 September meeting. JRS/TH dealing with new locks which would be installed before the bar supplies were delivered. All to be aware that the keys they were currently holding may not fit the locks over the next couple of weeks. Ensure they would open premises at the time required. As recommended by Crime Prevention, all doors to have steel sheets installed with mortice locks. In order to comply with Fire Regulations these locks would have to be opened whilst the premises was occupied.

JRS/TH

5 THE BAR

JRS reported that the Bar Committee had held a meeting last week and decided the following:

(a) Stock To be ordered with delivery to be arranged for around 25 September.

(b) Training Sessions The Bar Committee to have training once supplies installed with a view to opening formally on 28 September. It was later suggested that it might be a good PR exercise to have the bar open (whilst checking systems working adequately) on trial for the last Cricket Match on 24 September. JRS to try and organise.

JRS

(c) Curtains JRS to purchase on his personal credit card to give one month before payment required.

JRS

(d) Pool Table This was being arranged at a cost of £14 per week and to be charged out at 40/50p per game. Need to be used 30 times per week to break even.

(e) Pictures MG arranging for six sporting pictures.

MG

(f) Fruit Machine Not able to arrange until in possession of a Gaming Licence.

(g) Hours of Opening Initially these would centre around fixtures, events, etc. SS to provide list of fixtures and any events to ensure the bar was open when required. Suggested openings perhaps Thursday for football training sessions, Friday and Saturday evenings with Sunday to be as and when required.

SS

(h) Manning Bar Committee to plan a rota when information on requirements available. SS advised that Lea Sports were planning to organise a Quiz Evening (possibly sports based questions) on 27 October.

6 MEMBERSHIP

Nobody would be able to purchase drinks without being a Member of the club. Therefore, it was important to push membership as soon as possible.

(a) Membership Cards GL had received a positive response from WW Sports on sponsoring the laminating machine, but they would only sponsor up to half the cost i.e. £125. Total cost of machine £270, therefore we required further sponsorship. We could arrange temporary Membership cards until this was resolved. GL advised he could perhaps temporarily doing the laminating via work.

ALL
GL

(b) Membership Forms and Covering Letter GL/DW would arrange to issue these by Sunday 17 September. 500 copies of each required. JAS offered to copy some. Delivery to each household to be carried out by all Committee Members. GL to provide forms, etc and list of roads to each person.

GL/DW

7 REFUSE COLLECTION

PB had put out wheelie bin previous week. Collection made but left box which sat onto of wheelie bin. Rota to be compiled for Members to be responsible for putting bin at end of drive on Wednesday evenings before collections due early Thursday morning and returned to Clubhouse following collection.

B/F

8 INSURANCE

The insurance would be put into force on 10 October 1995.

TG

Notes of a Committee Meeting held on Monday, 11 September 1995 Continued

9 CONSUMABLES

Toilet rolls, hand drying equipment, etc discussed. JRS to research costs at Brookers. Two hand towel JRS dispensers were later found in the kitchen are and would be installed if appropriate.

10 STORE ROOM BEHIND KITCHEN

It was decided that a working party meet next Wednesday evening to decorate and sort out this area. There was a need to arrange shelving, etc to store, consumables as above and crisps, etc. They should also sort out the equipment in the room.

NS/GL/
DW/?

11 ANY OTHER BUSINESS

(a) Promotional Items PB supplied some leaflets, information sheets on items. It was suggested that a Race night be held after Christmas. A Firework Night was also discussed but it was decided to leave this until next year due to the time factor and cost. It was suggested that we plan to do something at Christmas. Lea Sports were arranging a Quiz Evening on 27 October.

B/F
JRS

(b) Dartboard JRS to ask Greene King to supply.

(c) Bar Pricing The Bar Committee to pull together list of prices to charge for drinks, etc for next meeting. They should take into account that the VAT charged by Greene King will not be able to be claimed back so prices should cover this extra cost to us.

Bar Comm

(d) Beer Barrel left in Clubhouse GL was a little concerned about the fact that he had informed the Chairman about the circumstances of the barrel of beer previous to the last meeting when no one appeared to have any knowledge of whose it was. It had been left over after a party and had been given to the Cricket Club FOC to use up. GL apologised for the concerns of the Committee, as if the barrel had been sitting around with no one able to advise the inspectors of why it was there, it may have caused some embarrassment and perhaps jeopardised the granting of the licence. As it was nothing happened, and he would remove the barrel which was now empty and any other items.

GL

(e) Fence around land to side of Recreation Ground There had been a problem in that the barbed wire on the top of this fence had been cut twice and the owner (Derek Cook) had accused the members of the Cricket Club. It was discussed and decided that a friendly word be made to the owner regarding the situation and no one was to build this problem into an issue.

ALL

(f) Floodlights TH dealing with negotiations to remount these.

TH

(g) Metal Grille to Entrance Door Lobby TH dealing with this issue.

TH

12 DATE AND TIME OF NEXT MEETING

The next meeting would be held on Monday, 18 September at 8pm in the Clubhouse. DW advised he would not be able to attend.

ALL

PIRTON SPORTS AND SOCIAL CLUB
NOTES ON A COMMITTEE MEETING HELD ON MONDAY, 18 SEPTEMBER 1995
AT 8PM IN THE CLUBHOUSE

Present: Tom Gammell (Chairman), Peter Bidgood (Treasurer), Joy A Stimson (Minutes Secretary),
Neil Frost, Tim Harley, Graeme Low, Nick Sheridan, Steve Smith, John R Souster,
Apologies: Michael Goddard, John Hayes (Club Secretary), Dave Wallace

Action:

1 NOTES OF THE MEETING HELD ON MONDAY, 11 SEPTEMBER

These were approved.

2 MATTERS ARISING

(a) Cleaner JAS had been unable to get notice in shop but would get it in this week. TH stated that he had seen another ad for a cleaner. There would be a clean up take place on Wednesday when the store room was being sorted, all able to assist.

JAS/ALL
JH

(b) Environmental Health No info had been received from JH.

3 FINANCIAL REPORT

(a) Cash Register The Committee were advised that this had now been supplied and the cost to us was now reduced to £295 payable at the end of October.

(b) CDC Services TH stated that he had spoken to CDC Services regarding the outstanding amount payable to them and they had agreed to allow us to pay them in instalments due to the problems we had experienced due to the VAT not being claimed back. It was agreed that we should pay £1,000 at this stage.

(d) VAT Situation JRS advised that he had spoken to the Parish Council on this matter but they were unable to assist us. It was decided to consider applying retrospectively at a later date if this was possible when we had a better idea of how this would affect us.

(e) Bank Balance This was stated to be £1669.49 less £1k as above. The cash register needed to be paid for the end of October, JRS was owed £100 (?). JAS to write to the Parish Council regarding the Water Bill.

JAS

4 BAR COMMITTEE REPORT

Stock & Training NF reported that he had placed an order for stock which was due to be delivered on Thursday, 21 September in the morning. Greene King Cellar Service were to set everything up on Thursday afternoon and the Bar Committee were to receive some training and would be dispensing drinks in the pm. It was agreed that on Thursday evening selected people be invited to come along and purchase drinks from the 'Learners' as part of their training commencing at 8pm.

Selling Prices The cost of the stock was likely to be around £1,000 and NF was still looking at the selling prices NF but it was expected that we should be looking at making £500 on £1,000.

Floodlighting Due to their being no lighting for the football training on Thursday nights, Lea Sports would not be there on Thursday. TH still negotiating on these.

TH

Opening Hours of the Bar Discussion took place regarding which sessions the bar should be open and no firm decision was made but it was felt that it should be open on Sunday lunch time until about 3pm for after football match drinking.

BAR COMM

Visitors Book It was necessary to purchase a Visitors Book to sign non-members in to comply with the Rules of the Club. No doubt the police would be paying us a visit shortly after opening to ensure we were complying

List of Members GL to provide a list of members for display in the Clubhouse. All Members joining now would benefit from the annual fee being charged but this would take them through until March 1997. All to encourage people to join as this was some form of revenue which we badly needed for payment of all the setting up costs. Once the bar was up and running and events being organised cashflow would be easier.

GL

Pool Table This was due to be delivered this week. MG chasing.

MG

Dartboard Greene King were supplying this. It was suggested that some wood be fitted around the area to avoid damage to the newly decorated Clubhouse walls.

BAR COMM

Wine and Bottle Coolers These would cost £43 per quarter over five years at the end of which they would become our own property.

Crisps, etc These had not been ordered from Greene King. NS to arrange to purchase some from a wholesaler NS just to get us started.

Gaming Machine & Licence This was unlikely to be available before the beginning of October. It was stated that before hiring a machine we needed to invest in greater security.

Float for Thursday PB asked the Bar Committee to advise him of the float requirement for Thursday. PB

Working Party on Wednesday Evening Several Committee members to sort out and decorate store room behind the kitchen. Also suggested that other come and help with the cleaning of the premises and changing the layout of the tables to give a more inviting look. ALL

Background Music JRS to supply a system to play some background music. JRS

TV Licence Now the Club would be open generally with the use of a TV we should consider obtaining a Licence as soon as possible. B/F

Pictures MG has been promised some sporting pictures, NF also has some to get framed. MG/NF

5 ORGANISING COMMITTEE REPORT

GL reported that some letters and membership forms had been distributed but a few recipients had made comments that further information was required on the forms. GL was asked to change for forms and replace the previous copies to make sure everything was clear for recipients. All to distribute as soon as copies available. GL ALL

Voting of Membership Applications It was decided that we should vote on the applications received so far. The following were voted to be accepted: P Bidgood & Family, T Gammell & Family, G Low & Family, N Frost & family, N Sheridan & family, S Smith & Family, P Harding & family, Paul Gatherthorn & family, M Goddard & family, B Beasley, J Souster & Family. It was noted that there were also the Parkins family who had paid last year, Chris Knight & Heather Grunby who were given membership FOC for donating the prize at the 1994 Open Evening, Tony Bethell & Family who were being given Honorary Membership for supplying the windows to the Clubhouse FOC (£150 had to be paid for ancillary items supplied by someone else to T Bethell). PB also stated that he had a completed membership form and monies from Jim Davies and Helen Holley at home. All these additional people were accepted as members of the Club.

Laminating Machine Sponsorship GL stated that he was still looking for someone else to sponsor the machine as WW Sports would only sponsor £125 towards the cost of the machine. Total cost being £270. It was decided that SS approach Premier Computer Supplies who were supplying the cash register to see if they would be able to obtain a machine at cost. SS

List of Members - Displayed GL to provide a list of the above for display on the walls of the Clubhouse. GL

6 BUILDING AND MAINTENANCE OF GROUNDS

Grass Cutting It was agreed that the grass needed cutting. MG to arrange MG

Heating We would have to consider the need to have some form of heating in by the end of October. TH

Annexe SS stated that Lea Sports had opened up the annexe last week and he was looking into the possibility of putting showers in this area. TH to organise power supply and lighting. SS/TH

Steel Door SS stated that the measurements had been slightly out on the size of the opening and so the door was to be transported back for some slight adjustment. SS

7 BOOKINGS

Bar Comm

(a) Lea Sports - They were holding a meeting in the Clubhouse next Wednesday with about 12 people involved.

(b) Cricket Club - Last match taking place Sunday, 24 September Hopefully we could have the bar open

(c) Caravan Booking - 27-29 October - 27 Oct There being a Lea Sports Quiz Evening taking place. JAS to advise them. They would have to be issued with Temporary Membership for the weekend. JAS

(d) Lea Sports Quiz Night 27/10 - Bar to be open

(e) Any Other Events - It was discussed whether private functions could be run on the nights we were not open and whether this should be advertised. There were some queries relating to this but it was felt we could perhaps consider this line of revenue. It was felt that Members of the Club would have to be allowed entry even if it was a private function to look into this aspect

8 ANY OTHER BUSINESS

(a) Envelopes - JAS requested that Committee Members try and remember to recycle these by bringing them along to meeting and returning them to the Secretary.

ALL

9 TIME, DATE AND VENUE OF NEXT MEETING

A working party to meet on Wednesday at 8pm to deal with the cleaning up of the Clubhouse and store room.

ALL

A drinking party to meet on Thursday at 8pm to purchase some cloudy beer as practice run for our trainee landlords.

ALL

Next Committee Meeting to take place on Monday, 25 September at 8pm in the Clubhouse.

ALL

Joy Stimson
21 September 1995

PIRTON SPORTS & SOCIAL CLUB

NOTES OF A COMMITTEE MEETING HELD ON MONDAY, 25 SEPTEMBER 1995 AT 8PM IN THE CLUBHOUSE, PIRTON RECREATION GROUND

Present: Tim Harley (Acting Chairman), Peter Bidgood (Treasurer), John Hayes (Club Secretary), Joy A Stimson (Minutes Secretary), Neil Frost, Michael Goddard, Nick Sheridan, Steve Smith

Apologies: Tom Gammell, Graeme Low, John R Souster, Dave Wallace

1. **APPROVAL OF THE NOTES OF THE MEETING HELD ON 18 SEPTEMBER 1995**
The Notes were approved by all present.

2. **MATTERS ARISING**

As there was no Agenda the meeting followed the format of the previous notes. Environmental Health JH advised that he had been in touch with the Environmental Health and they would be visiting the premises in the near future to inspect. There was felt that the kitchen area would cause some concern but as food was not at the moment being prepared in this area, we could perhaps be able to continue without any additional works. However, everyone was aware that the kitchen did need some works to be carried out on it but it would have to wait until monies were available.

3. **FINANCIAL REPORT**

PB stated that the bank balance was looking better with monies for membership being received and also bar takings being banked. £280 was banked for two days bar takings. There was some anxiety about bar personnel leaving the premises late at night carrying the takings with them. Lighting and a floor safe to be installed when monies available. In the meantime, it was suggested that they always get someone else to come down to leave with them or alternatively get some of the takings off the premises earlier in the evening.

4. **BAR COMMITTEE REPORT**

NF reported that the bar had been opened on Thursday evening for a short trial period and also at Sunday lunchtime (for football) and Sunday evening (for Cricketers). It had been very successful. The real open day for the Club was not until Thursday, 28 September. It was felt that we needed to establish when the bar would be opened generally in the future. It was decided that a bar rota would have to be worked out every week for the following sessions with all members of the Committee doing their bit until we were able to establish more bar personnel. The opening hours to be:

Thursday evening 8.00pm to 11.00pm (football training)

Friday evening 8.00pm to 11.00pm

Saturday lunchtime 12.30 pm to 2.30 pm and 4.30 pm to 6.00pm (football)

Sunday lunchtime 12.00pm to 3.00pm (football)

Other times to be arranged as and when necessary for functions only.

Membership A list of all members was to be updated weekly and available at the bar. Away teams playing would have to provide a list of all players and any visitors for the bar to have available.

Stock NF needed to order further supplies and the difficulty of someone being available for a four hour period on Thursdays to take in deliveries was discussed. It was felt that it would be necessary for Greene King delivery driver to be given a

key which was acceptable to them. It was felt that the old Football Club had worked in this manner without any problems.

Shelf - NF advised TH that this task needed to be carried out before the bar could be sorted. TH reported that this was going to be done on Tuesday. TH

Keys - NF stated that he had been given one sets of keys and appeared that he was the only person with a set. TH to ask CDC Services for the possible other two sets so that we could arrange the allocation of keys. TH

Security - The gaming machine would not be installed until we could afford to increase the security of the premises. In respect of the alarm, Mark Abrahams to be contacted to sort out instructions. TH

Floodlighting - TH trying to organise this as soon as possible.

Visitors Book - It was decided that we should have our own Visitors Book rather than use the old Football Club one. JAS to purchase one. JAS

5. MEMBERSHIP

Applications PB reported on the new applications to go before the Committee. These were as follows:

Malcolm F Payne, Roy Brittain, Nigel Morrissey, Paul Watts, Chris Stimson, Samuel Easter, Mulhollands, E Hollingdale, D Sexton, Malcolm D Payne, Paul & Louise Kerswell, John Hayes. The above were voted as Members of the Club.

Events It was felt that the Organising Committee should meet to plan future events now that the Members were joining and we had to ensure that they would feel part of a Club. DW should put something in the Parish Magazine about the Club being open and any events we were organising. Lea Sports were organising a Quiz Evening on Friday, 27 October which should be advertised through the Club. ORG
COMM
DW

6. BUILDINGS AND GROUNDS MAINTENANCE

Grass Cutting MG advised that the equipment was no longer suitable and therefore the gentleman who had been cutting it for us was not able to do this. MG to instruct Highground to cut the area. It was felt that the PC should be approached with a view to them paying for this service as it was something that they could claim out of their concurrent functions monies. MG to action. JAS to draft a letter to the PC with a copy to the Recreation Ground Committee for discussion at our next meeting. The next PC meeting to take place on Thursday, 12 October. MG/JAS

Ground Maintenance SS stated that there was some damaged caused to the land drainage several years ago when the gas pipes were put in. This was causing a problem with the drainage to the land. It was felt that the Gas Board should be contacted to make good even though it was some years since this damage was caused. As it was the PC who would need to make the approach, JAS to draft a letter to the PC, with a copy to the Recreation Ground Committee asking them to look into this matter. JAS

Annexe SS stated that this area had been cleared out for the football club to use but they now needed some power before they could do any more. TH to organise this as soon as possible. TH

7. BOOKINGS

It was agreed that a list of bookings be presented at each meeting so that the Bar Committee could ensure they were covered. JH to provide this list. JH

8. ANY OTHER BUSINESS

Crisps, Peanuts, etc - NS had looked into obtaining these but had received no reply from the person he had approached. It was agreed that an approach be made to Hatcher & Wilsher who would come to the Club on a regular basis during opening NS

times and supplied crisps, peanuts, etc. Cigarettes, etc was also discussed and it was decided that we would look into stocking a very limited supply for those people who still partook of this disgusting habit. Confectionery was another area to consider but keep it to a very limited stock.

Cleaner JAS had received one approach from Bill Parry who was already dealing with the marking out of the football pitches. It was decided to leave it for the time being and give it a month for anyone else to come forward for the job and then a decision could be made.

JAS

Cleaning Equipment JAS requested permission to purchase a mop and bucket as the existing one was practically useless. SS stated that they also required one for the shower area. JAS to purchase two sets and a stiff brush. One mop and bucket to be available in the changing room area.

JAS

Grilles for the Bar Area In order that we could hire the Clubhouse out for children's parties, etc. It was felt that the bar should have some form of shuttering. TH to look into a timber version for this type of protection.

TH

TH

Showers It was felt that the blender was loose. TH to look at this on Thursday.

PIR Light, Shelf The shelf was needed in order that the till could be positioned in a more suitable position. TH was arranging both of these items but in view of the fact that we had not yet paid the full amount on the last invoice, we would have to be patient.

TH

Doors - Steel cladding was to be installed for extra security but once again this would probably cost in excess of £100 per door. SS to look into whether his company could supply the steel cladding at discount. We would also require mortice locks for each door and would have to ensure that these doors were unlocked when the Clubhouse was occupied for fire precautions.

SS

Food - SS asked if Lea Sports could organise some sandwiches, etc that they sold after football matches, etc. This was agreed subject to the kitchen facility being adequate.

CDC Services Invoice - PB pointed out that the supply of heaters was listed on the last invoice. TH was to look into this but stated that they were definitely not supplied only the wiring, etc had been installed ready for the heaters.

PB/TH

Pictures MG dealing with obtaining 6 sporting type pictures.

MG

Curtains & curtain poles - NF reported that JRS had obtained these as a bulk purchase and they were being modified at present. The fabric left over would be able to be used as tie backs.

Dartboard & Pool Table These were coming this week.

Clubhouse Telephone Number: All to note that the telephone number at the Clubhouse is 712812. Try and ensure this is displayed on any correspondence from now on.

ALL

9. TIME, DATE AND VENUE OF NEXT MEETING

The next Committee Meeting would take place at 8pm on Monday, 2 October although all present to try and come along on Thursday evening for the opening of the Club to Members at 8pm. SS apologised that he would be unable to make the meeting on 2 October.

ALL

JAS

Joy Stimson
26 September 1995

PIRTON SPORTS & SOCIAL CLUB

NOTES OF A COMMITTEE MEETING HELD ON MONDAY, 2 OCTOBER 1995 AT 8PM IN THE CLUBHOUSE, PIRTON RECREATION GROUND

Present: Tom Gammell (Chairman), Peter Bidgood (Treasurer), John Hayes (Club Secretary), Joy A Stimson (Minutes Secretary), Neil Frost, Michael Goddard, Graeme Low, Nick Sheridan, Dave Wallace.

Apologies: Tim Harley, Steve Smith, John R Souster.

1. APPROVAL OF THE NOTES OF THE MEETING HELD ON 25 SEPTEMBER 1995

The Notes were approved by all present.

2. MATTERS ARISING

(a) Environmental Health JH advised that the inspection would just take place at some time without notice. Although food was being served by Lea Sports it was not being prepared in the kitchen and we would be able to advise the Environmental Health that no food was prepared in the kitchen. It was decided not to bring this matter forward each week but to wait until they contact us.

3. FINANCIAL REPORT

(a) Bank Balance: PB stated that the balance stood at £2,397.13 but there were a lot of cheques to be raised including some items just received. The amount was made up by £400 in donations, £722.50 Memberships, £1,400 Hirings to date; £4.40 telephone calls, £25 takings on the Pool Table (only installed 28/9/95) £545.00 promotional activity; the bar had taken £817.74 since 21/9/95, £267.50 miscellaneous items. Approximately £4,000 to be paid out during the next 4 week period.

(b) Cashflow: Payment for stock, Greene King would need to be paid by the end of October although usually their payment was due by 20th of each month we had been given an extra 11 days. Hire of Pool Table was £14 per week but we would be taking income on this item in the future that would offset the hire costs. Colin Hill Bar Supplies needed to be paid for glasses, etc. PB

(c) CDC Services Outstanding Invoice: It was agreed that we should make another payment of £1,000 towards clearing this invoice to be discussed at next meeting. BIF

(d) General No other items to discuss the meeting proceeded.

4. BAR COMMITTEE REPORT

(a) Stock: It was decided that as any order placed would not be paid for until 20 November, an order should be placed to take maximum advantage of our terms. NF reported that they still needed to purchase in cordials, etc and that the first orders were obviously a lot higher than normal due to setting up the bar. NF

(b) Bookings: No additional bookings had been made.

(c) Bar Rota & Opening Times: The fact that we were not at the moment open on Saturdays was discussed, it was felt that we should not try and over achieve to begin with but should see how things went with manning the bar for the limited sessions which were felt to be advantageous to open. This would be reviewed again when we had some idea of the popularity and manning potential. ALL

Cont'd/..

The opening hours to be: Thursday 8.00pm to 11.00pm; Friday 8.00pm to 11.00pm; Saturday 12.30 pm to 2.30 pm & 4.30 pm to 6.00pm; Sunday 12.00pm to 3.00pm.

Although there would be no football matches for Lea Sports Adult teams on Sunday this week, this being very unusual but the matches had to be played in Bedfordshire, the youth teams were playing at home. It was felt that we should still open for the supporters. We would also open on Saturday, 28 October for the camping and caravanning booking. A planner was available for people to sign up for their bar duty.

NF advised that on Sunday, the local PTA had held their meeting in the Clubhouse and several purchases were made. We should consider that other local clubs may utilise this facility.

(d) General: Glasses supplies, etc It was felt that we would need to make allowances for the extra requirements for the weekend of 27-29 October. There had been 3 one pint glass breakages so far. Our stocks of glasses were limited at present. Goblets, one pint glasses and brandy glasses may need to be hired or purchased for the weekend until we could increase our stock. We should also ensure that we had enough bottles of wine for the Quiz night as groups would purchase by the bottle. Bar Comm

Deliveries A key had been issued to Greene King for deliveries. It was felt that this was an acceptable practice. Greene King only issue the key on the day of that particular delivery and deal with many other establishments on the same basis. The keys are booked out and booked back in.

Visitors' Book: A Visitors' book had been purchased but the first visitors were signed in on the Old Football Club Visitors' Book. It was felt important that visitors be signed in as, no doubt, we would be under close scrutiny. It was agreed that a list of the Members be displayed in the entrance lobby as well as the bar personnel having a list. A Notice to be produced and erected in the entrance lobby stating 'Members Only. All Visitors to sign in'. This should cover us for our obligations. RIF

Under age drinking: Everyone was concerned about this aspect as it was difficult to tell the age of some drinkers. Definitely needed to keep a close eye on this aspect as could easily lose our licence.

Bar Committee Meeting: The Bar Committee were to have another meeting to discuss further the bar layout. Bar Comm

6. BUILDING AND GROUNDS MAINTENANCE REPORT

(a) Grass Cutting and Land Drainage: Slight amendments were made to the draft letter to go to the Parish Council in respect of these items. JAS to make amendments and post. It was highlighted that JH was now receiving correspondence as Secretary of the Club due to his involvement in obtaining the Club Licence and Liquor Licence. It was decided that JAS use the title Assistant Secretary for this correspondence. JAS

(b) Showers: NF stated that there had been no complaints this week and would assume the temperature of the water was now suitable. It was agreed that once funds permit, a three setting programmable time switch should be purchased and once a week it could be programmed for the appropriate functions. Hot water was also required for the kitchen area for the washing of glasses, etc.

(c) Floodlights, PIR light and Doors TH had sorted the floodlights by the Clubhouse but there was still a floodlight at the end of the car parking area to sort. The PIR light had still to be replaced, TG to purchase another one as it was felt that we would be able to utilise a further one somewhere else. As SS not present there was no feedback on the possibility of obtaining the steel from his company. SS to report at next meeting. TG
SS

Cont'd/..

(d) Security and Keys Allocation: It was authorised that keys to the middle door into the Clubhouse lounge be allocated to SS in order that he can turn on the showers, etc for Lea Sports. The alarm instructions had still not turned up. NS to get a copy faxed through to him from the supplier. When the sets of keys turned up from CDC Services, we would ensure that only 5 sets were available and these would be allocated as per the previous notes. NS advised that he could possibly get hold of a medium sized safe for £50 with a delivery charge of £100. Although the size would be larger than required for our cash purposes, it might be used to store cigarette and spirits, etc. The bar and membership takings were currently being stored overnight in Committee Members' homes and they would not be covered on their insurance for this purpose. NS to look into this further and suggested that he might deal with the money aspect and the Club pay him back when funds available.

(e) Annexe Works: JRS had suggested that the Annexe be given a coat of preservative to make it look a little more attractive. Lea Sports were using the facility at the moment. It was suggested that a working party meet on Sunday at 9.30am to deal with any items which required work being carried out, perhaps some form of cleaning be carried out during this period until a cleaner was appointed.

7. ORGANISING COMMITTEE REPORT

(a) Membership: GL provided a list of the current members and a list of the applications to come before the Committee to be voted on. (All present given copy of lists, non-attendees lists attached to these notes for your information). There were currently 84 members. The list of applications were all voted in as Members of the Club with PB proposing them and DW seconded. They were all voted on unanimously. The situation regarding those over 18 years of age being included on a family membership was discussed and it was agreed that this year we wanted to encourage as many people as possible to use the facility and so we would agree to a family membership including those over the age of 18 years. However, this would be reviewed at the Annual General Meeting in respect of future years.

Membership Cards GL stated that he had a problem producing the Membership card with the Club logo on them DW offered to see if he could assist with this aspect. A copy of the Rules of the Club to be displayed on the Club Noticeboard for all Members to see. JAS to supply a noticeboard for the entrance lobby to display the Rules of the Club and the list of Members. Various people had asked how they would know if they had been accepted by displaying the list they would be able to see for themselves. List to be updated on a weekly basis.

(b) Events: It was suggested that an Official Opening be organised for the later part of November, the Organising Committee to hold a meeting and plan this event and other activities for the future so we had a calendar of events to show Members.

(c) Cleaner & Cleaning Equipment: JAS had purchased mops, buckets and stiff brush. No further applications received as yet. It was decided to do some cleaning on Sunday morning. It was felt that we definitely needed to sort this as soon as possible as with more and more people using the Clubhouse, it would need to be kept clean. It was felt important that the areas in the Ladies and Gents needed particular attention. Ann Frost had offered to deal with the lounge and bar area. The showers, toilets, changing rooms and entrance lobby would need to be covered by other means. Lea Sports to be asked about their cleaning arrangements for after matches. There was still a requirement for mirrors in the ladies, rubbish bins, the keys to the towel dispensers needed to be located. JAS to research if able to obtain through another source.

(d) Publicity and Communications The opening times were not displayed in the Parish Magazine as they had not been decided on at the time of the closing date for the recent publication. They would go in the next issue. DW to sort out publicity for the Quiz Night with SS, possibly by a leaflet drop. It was decided that we should try and get some details of our opening times published in the Pumpkin Club newsletter. Alternatively, an announcement could be made at the Pumpkin Show on Saturday, 7 October. DW to organise. DW/SS
DW

(e) General Pictures for Clubhouse MG advised that person was arranging them shortly. MG

8. **ANY OTHER BUSINESS**

Clock NF reported that there was a requirement for a clock to be purchased and erected in the bar area. B/F

TV Licence JH reminded Committee that we needed to obtain a TV licence. The renting of Sky TV was discussed. It was agreed that long term this should be installed but funding needed to be available. B/F

9. **TIME, DATE AND VENUE OF NEXT MEETING**

The next Committee Meeting would take place at 8pm on Monday, 9 October although all present to try and come along on Sunday morning for a working party. ALL

Joy Stimson
5 October 1995

PIRTON SPORTS & SOCIAL CLUB

NOTES ON A COMMITTEE MEETING HELD ON MONDAY, 9 OCTOBER 1995

Present: T Gammell (Chairman), P Bidgood (Treasurer), JA Stimson (Assistant Secretary),
N Frost, T Harley, WG Low, N Sheridan, JR Souster, D Wallace
Apologies: M Goddard, J Hayes, S Smith

1. APPROVAL OF THE NOTES OF THE MEETING HELD ON 2 OCTOBER

These were approved.

2. MATTERS ARISING

The meeting continued in line with the Agenda relating to 2 October meeting.

3. FINANCIAL REPORT

PB advised that the bank balance was £2,716.27 in credit with accounts to be paid totalling £4,500. It was agreed that £1,000 be paid to CDC Services.

4. BAR COMMITTEE REPORT

Stock - About a further £500 of stock to be ordered this week but they would also be sending some items back.

JRS stated that they still had to purchase some shelving and some light fittings for the back of the bar.

The curtains were now up and tie backs were being made. It was felt that bar stools needed to be purchased as soon as funds would allow.

Bar Rota - This was to be sorted at the end of the meeting for the next week.

Club Policy - It was agreed that we should have a policy that no under 21 year old parties could take place at the Clubhouse. It was generally felt that we were doing our bit to support the youngsters of the village, several were in the Clubhouse when open playing pool and they were reasonably well behaved. It was felt that someone should chat to the teenagers about perhaps organising some pool competition and to alleviating the problem of the teenagers hogging the pool table in the evenings.

5. BUILDINGS AND GROUND MAINTENANCE

Showers - It was agreed to overcome the current problem that the bottom one should be left on all the time and the urn be used for periods when hot water was required in the kitchen.

Locks for doors still important to sort. There was highlighted the need to arrange transportation of the steel shutter to and from Northampton(?) in order to get it amended to fit the opening. SS still to advise on the steel cladding of the exterior doors to the Clubhouse. SS

Holes in the Field - JRS reported that someone had fallen down a hole in the field, it was felt that the holes were caused by rabbits and not any holes from the metal railings which we had removed.

Alarm - Mark Abrahams had the information and would be letting us have it next time he was at the club.

Contd/.

Insurance: TG to put into force as it was now 10 October. He would advise the insurers that no stock was being stored in the store room (£100 excess would cover the items).

Safe: NS still dealing with obtaining this item. However, TH stated that he had one in his shed we were welcome to use if someone could move it. NS/TH

Annexe: Still to put some preservative on this building. The locks needed to be purchased. TG advised that he might be able to obtain 50% of the cost of these from the insurers. Also this could apply to the alarm system and other locks obtained previously. TH to arrange an invoice from CDC Services. TG TH

6. ORGANISING COMMITTEE REPORT

Memberships GL reported that there were now 162 members and read out the list of further applications. All were voted to become members. It was agreed that we should discuss the Life and Honorary Members being voted and those who made donations at the next meeting. Cards: WW Sports had now agreed to pay £150 to be sole sponsor of the cards and had offered to do the laminating for us. GL unsure whether they would pay £150 and laminate or one or the other, he would clarify with them. B/F GL

Events: It was felt that WW Sports could come along at the start of the Cricket Season, etc to do an open evening for people to purchase their equipment at the Club.

Children's Christmas Party - Sunday 10 December 4/6pm with an entertainer and pressies. To charge and issues tickets. (age range youngsters)

Race Night - Saturday, 18 November Would need to arrange sponsors for Races but felt we could do this in the time allowed. Need about 100 people.

Organising Committee to progress these events.

Other Sports Sections - NS to organise a Golfing Section, also get a Squash Section, Pool Section. An Appeal for Hard Courts should be made during 1996. Org Comm NS

Cleaner & Equipment - JAS reported had received a further application from a 16 yr old and was expecting another from a woman. Await receipt of other application and then review situation. JAS

Publicity & Communication - DW had produced some posters for Quiz Night. Also had a leaflet giving details of opening times - to get S&S Dairies to deliver them to every household at a cost to us. DW to produce our own Newsletter giving details of other sports sections, etc. DW DW

7. ANY OTHER BUSINESS

Cricket Club Dinner - It was agreed that they could have use of the Clubhouse for this function and provided it took place before we decided to open on Saturday evenings, it could take place on a Saturday evening as a private function.

Coffee - It was felt that we should also look into providing decent coffee at the bar. Also need to obtain some better cups and saucers for this.

Meetings - It was agreed that we should only have a complete Agenda on a fortnightly basis and just vote on members at weekly meetings and discuss any important issues.

8. DATE OF NEXT MEETING

As decided the next meeting would be a short one on Monday, 16 October and a full Agenda would take place on Monday, 23 October. JAS to put Publicity and Communications earlier on the Agenda. ALL

JAS

10 October 1995

PIRTON SPORTS & SOCIAL CLUB

NOTES ON A COMMITTEE MEETING HELD ON MONDAY 16 OCTOBER 1995

Present: TG/PB/JAS/MG/TH/GL/NS/SS/JRS/DW

Apologies: NF/JH

The meeting was held for the purposes of voting on new Members with only important issues being discussed.

1. Official Opening Event: An official opening for invited guests to take place on Wednesday, 15 November. A personal invitation from the Chairman being sent to guarantors, donators, people who were responsible for the old football club and previous Committee Members and their partners. To be informal with a speech being given.
2. Cleaning: JAS not heard from the lady NF had spoken with. JAS to obtain her details and contact her. A cleaning party to meet on Wednesday at 7.30/8.00pm to do some urgent cleaning.
3. Membership: GL presented names of the new applications and with the exception of Anne Anstey (who was under age to apply as an individual) NS proposed they be accepted; PB seconded the motion and they were voted unanimously as Members of the Club. TG to see Anne Anstey's parents.
Cards: GL advised that WW Sports were laminating the cards which would take approx. 2 weeks. DW to prepare some temporary membership cards for the caravan rally 27/29 Oct.
4. Scottish Dancing: GL had received a request to use the Club facilities on Wednesday's for fortnightly meetings (all would have to be Members of PSSC) wanting to do Scottish Dancing. A nominal sum to be charged and the bar manned by the Committee.
5. Replacement Windows: MG had spoken with Tony Bethell and payment of £150 outstanding to be made.
6. Bar Rota: To be completed for the forthcoming week.
7. Date of Next Meeting: A full agenda meeting - 8pm Monday, 23 October
Cleaning party - 7.30/8.00pm Wednesday. Short agenda - 8pm Monday, 30 October.

PIRTON SPORTS & SOCIAL CLUB
NOTES ON A COMMITTEE MEETING HELD ON MONDAY 23 OCTOBER 1995

Present: TG/PB/JAS/NF/MG/TH/GL/NS/JRS/DW
Apologies: TH/JH/SS

1. NOTES OF THE PREVIOUS MEETING HELD ON MONDAY, 9 OCTOBER

These were approved.

2. MATTERS ARISING

There being no matters arising that were not on the Agenda the meeting proceeded.

3. ORGANISING COMMITTEE REPORT

Publicity - DW advised that all planned events were being mentioned in the forthcoming Parish Magazine and the Pumpkin Club events calendar had been informed. Opening times of the Club were also being published. Posters for the Race Night and Quiz Night were being displayed. The need to have a person as the point of contact for the Children's Xmas Party was to be arranged.

Events - Quiz Night on Friday 27/10 Lea Sports arranging but as SS not present MG to check and arrange additional tables and chairs from the Village Hall (also request tressle tables and chairs for Race Night 18/11) about 48 tickets been sold so far. Caravan Rally arriving on 27/10 MG to oversee their arrival and positioning on the field as football matches being played. Temporary Membership tickets being organised. Additional stocks for bar supplies to be assessed for this weekend. MG
MG/
JAS
BAR
COM

Membership Applications Only the Faussett family application received. They were voted as members. Still not had many applications from Lea Sports (cut off date 31 October) leave for time being for Lea Sports to sort.

Recognition of People involved in setting up the Club This was discussed at length and a decision was made that when funding available a board be produced to recognise those people who had made a significant contribution to the setting up of the Club. Guarantors, Committee Members, Donators, etc. Not to be called 'Founder Members' as they would still have to pay membership, just a form of recognition. TG to refer to them at the Founders Evening on 22/11.

Membership Cards - TG expressed a wish that Junior cards be prominently marked for checking the age for purchasing alcoholic liquor. GL

Hiring of Clubhouse - Scottish Dancing The group would come down this Wednesday, 25/10 for a trial run. Rod McLeod to arrive at 7.30pm to set things up with the rest to arrive 8pm. NS to man the bar subject to availability. NS

Founders Evening 22/11 Invitation cards supplied to TG to send out. TH had supplied a list of people from the old football club; it was suggested that guarantors, donators, members of the committee, Parish Councillors and Clerk, local Councillors, Paul Turner, sponsors and any other persons who had been directly involved in getting the Club up and running to be invited. TG to supply JAS with complete list when done as replies to be sent to her. TG
TG/PA

Cleaner JAS reported that she had received a further application from a lady but this was not the lady NF had spoken with. It was decided that we should wait a further week for this lady to make contact before making a decision. JAS/
NF

4. BAR COMMITTEE REPORT

Stock In view of the events this weekend they would check supplies after the meeting and make an order tomorrow. BAR
COM

Dartboard To be chased up from Greene King BAR
COM

Bar Rota: Seems to be working well to arrange this week's after meeting. Suggested not more than 3 people behind bar at any one time. Any other help would need to work on clearing tables and cleaning glasses at busy times. To monitor if need to pay someone to clear up after busy sessions. ALL

Pool Table It was felt that an age limit should be put on the use. Perhaps 12 years, to be discussed at next meeting. B/F

Gaming Machine Only rent a machine with 50p minimum stake. Felt we should await the installation of further security. Would not be in use for Quiz Night or Race Night. Good additional source of revenue but needed the additional security first.

5. FINANCIAL REPORT

Bank Balance £2,314 but initial GK bill of £1500 to pay. Not enough to pay CDC Services, see outcome of finances at weekend. Free banking available provided only 10 cheques made out each month. The need for people to be paid by cash was reviewed. No one to be paid out of the till but PB to have takings and make payments out of the cash before banking so keep number of cheques to a minimum. PB

6. BUILDING AND GROUND MAINTENANCE REPORT

Grass Cutting PC advised not able to purchase new equipment, lack of funds; would obtain quote from Highground for whole village including Recreation Ground. PSSC to reimburse them for the cost of cutting the Recreation Ground.

Land Drainage PC stated RA Woodward dealing with this matter. Recreation Ground Committee to chase up. REC COMM

Water Bill PC to pay this bill. PB received a further water bill, to be paid by PSSC.

Rates on Clubhouse PC to pay this charge at present

Children's Playground Equipment in dangerous condition. Recreation Ground Committee to meet and discuss. REC COMM

Water on Cricket Pitch This had been reported to NF. TH to isolate water at the mains. TH

Security: Need to pull together a priority list for items as funds become available, steel shutter, doors being steel clad, beer store, safe, etc.

Keys - JAS to bring out Minutes regarding key allocation at next meeting JAS to write to CDC JAS
Services requesting all keys to be returned including keys to towel dispensers.

Safe: Now in place, TH has original key NF has copy.

Alarm: NF now has manual, one copy in Club filing cabinet. TG requested that we contact a police approved maintenance contractor to supply a contract for insurance purposes.

Insurance: TG had put into force. Payment to be sorted on a 10 month basis. Premium approx. PB/TG
£720 first two months payment free.

Exterior Lighting TG to arrange light for outside. TH PIR light to go elsewhere when replaced. TG/T

7. ANY OTHER BUSINESS

Club Rules A list of rules to be drawn up to include the rule about the use of the Pool table.

Bar Committee Meeting TG wished to be included in their next meeting. BAR COMM

8. DATE OF NEXT MEETING

Short meeting for Membership Applications and Bar Rota - Monday, 30 October ALI

Full Agenda Meeting - Monday, 6 November.

Joy Stimson

24 October 1995

NOTES ON A COMMITTEE MEETING HELD ON MONDAY 30 OCTOBER 1995

Present: PB/JAS/MG/GL/NS/SS
Apologies: NF/TG/TH/JH/JRS/DW

Membership Applications

GL presented the list of new applications to those present.

PB proposed that all named be made Members of the Club. MG seconded the proposal and they were voted unanimously by all present.

Bar Rota: All present supplied availability.

NB:

Next Meeting: As the Recreation Ground Committee are holding a meeting on Monday, 6 November at 8pm in the Clubhouse, please note that the PSSC meeting will commence at 8.30pm

PIRTON SPORTS & SOCIAL CLUB
NOTES ON A COMMITTEE MEETING HELD ON MONDAY 6 NOVEMBER 1995

Present: TG/PB/JAS/NF/TH/JH/SS/JRS

Apologies: MG/GL/NS/DW

1. NOTES OF THE PREVIOUS MEETING HELD ON MONDAY, 23 OCTOBER

These were approved together with the notes of short meeting of 30 October.

2. MATTERS ARISING

The Gaming Act Licence had been received. JH to copy and certify the copy. PB to obtain a frame for the original and to be displayed on the premises.

There being no matters arising that were not on the Agenda the meeting proceeded.

JH
PB

3. ORGANISING COMMITTEE REPORT

Publicity - JAS reported that DW was finding displayed notices were being taken down. He was replacing them.

Events - Quiz Night on Friday 27/10 Lea Sports had been successful.

Caravan Rally 27/29 October had paid £50.

(a) Race Night - 18 November Tickets had been issued. JAS had obtained 6 sponsors for the races and various people were to sell horses. The information needed to be with PB by 8.11. Tickets for the night to be sold following this. PB to run film, SS to help on bar, 4 ladies needed to sell tote tickets on the night.

ALL

(b) Founders Night - 22 November TG sending invites out this week. TG to give JAS list as RSVPs to go to her. JAS, S Bidgood & C Gammell to organise light refreshments for approx. 40 and table decorations to be arranged. Wine to be available FOC (can we get Greene King to supply FOC?) at start of evening and when supplies gone visitors could purchase drinks at the bar. TG to give short speech but evening to be very informal.

TG
JAS/PB

(c) Lea Sports Events planned Pool Competition - 25 November, Christmas Disco - Saturday in December (?), Mexican Theme Evening - 21 January. It was agreed that these events could take place. In respect of the Disco, the situation regarding the liquor licence needed to be clarified as it would be a private function with approximately 150/200 people.

TG

(d) Private Parties It was agreed that no under 25 parties be allowed. TH proposed and JRS seconded this proposal. It was voted with one abstention.

(e) Children's Christmas Party - 10 Dec. JAS pointed out that there was a theatre trip being arranged by the Pirton School Association on the same day. It had been impossible to book an entertainer.

ORG
COMM

Membership Applications Only one application received from Sanders family. SS passed over several applications from Lea Sports. PB proposed that all be accepted as Members and John Souster seconded and the resolution was carried unanimously.

GL

Membership Cards - JH concerned about these not been available yet. It was pointed out that lists of Members were updated weekly and displayed in the entrance lobby and behind the bar. This was felt to be OK for the authorities concerned.

Cleaner JAS still not heard from other possible applicant. PB stated he knew of a couple who might be interested, his wife would approach them.

JAS/PB

4. BAR COMMITTEE REPORT

NF had analysed the profit made over possibly 2 weeks and on £800 sales our costs were approximately £450.

It was decided that on Saturdays we open from 12.30pm and go through until 6pm as the football was finishing earlier.

Gaming Machine The licence had been received and it was agreed that MG should make a proposal in respect of his research. Security still to be improved before installation.

MG

Bar Rota Suggested that people input availability for two weeks at a time.

ALL

Bar Grilles NF had obtained some information on these. They were more elaborate than

we required. To look into these in future.

5. FINANCIAL REPORT

Bank Balance as at 30 October £1,300 after paying GK. Various invoices to be paid. It was decided that TH to speak with CDC Services and delay payment of final amount for a little while longer so that we could perhaps fund some heaters as this was now essential. Takings for that weekend had been approximately £280. TV Licence would need to be purchased.

TH
PB

6. BUILDING AND GROUND MAINTENANCE REPORT

Heating - TH could supply 6 Dimplex heaters on a cash basis for £300 by the end of November. NF proposed and PB seconded that we proceed along this basis. It was voted on unanimously.

TH

Grass Cutting The Recreation Ground Committee had received a quote for the cutting solely of the Recreation Ground. They were still awaiting the quote for it being cut in combination with the rest of the village, this should be cheaper. They were also arranging to deal with the rabbits.

Land Drainage Recreation Ground Committee chasing up.

BIF

Rates on Clubhouse The PC had paid these up to March 1996 but a re-assessment needed to be carried out. JAS to sort.

JAS

Children's Playground Recreation Ground Committee trying to obtain grants towards the cost of new surfacing and equipment.

Security: Doors to be steel clad, steel shutter now ready.

Keys: List of allocation was presented. Any one holding any keys to the Clubhouse to let NF have them. Sports people only to be allocated with keys to the changing rooms areas. JH to organise a copy of a full set of keys. NF to arrange additional copies of any other keys. GL/SS to have set for sports, TG to have full set, Bar Committee to have 2 full sets between them. PB to have full set.

JH
NF

Alarm: Is this now up and running? Check next meeting.

BIF

Insurance: Being paid by DDM with first two months - payment free.

Exterior Lighting TH wanted to know where previous PIR light had gone as he needed to get it replaced. The new PIR light needed to be raised as the children were interfering with it.

NS/TG

Gents Toilets SS reported that the far cistern was not working. TH to investigate.

TH

7. ANY OTHER BUSINESS

Club Rules A list of rules to be drawn up to include the rule about the use of the Pool table, etc.

BAR
COMM

Distribution of Notes of Meetings In view of the fact that most Committee Members would be at the Clubhouse at some time between meetings, it was suggested that when the Notes of Meetings were prepared they were left in the Clubhouse for Members to pick up. If any left by Sunday lunch time to be distributed appropriately.

ALL

Pictures MG still organising. Perhaps these could be in place for the Founders Evening.

MG

8. DATE OF NEXT MEETING

As only few Membership application coming through now, only if received a significant number should a short meeting take place on Monday, 13 November. JAS to check with GL and advise Committee. Next full meeting to be Monday, 20 November.

ALL
JAS

Joy Stimson

10 November 1995

PIRTON SPORTS & SOCIAL CLUB

NOTES ON A SHORT COMMITTEE MEETING HELD ON MONDAY 13 NOVEMBER 1995

Present: TG/PB/JAS/NF/MG/GL/NS/JRS/DW

Apologies: TH/JH/SS

Membership Applications ED Willis, V Cole and Dr. Banks family were voted as members of the Club. The updated membership list was provided and GL reported that we now had 21 Life Members and 270 Annual Members.

Membership Cards: GL had now received the first batch of cards and all to assist to distribute. Those with unknown addresses, GL to provide and get them delivered. All to be delivered personally. GL/ALL

Race Night Preparation: All to sell tickets. PB had pulled together programme. Andrew Sparks had agreed to do the Tote. A microphone to be used, DW to provide. Additional tables and chairs to be borrowed from the Village Hall, TG to organise. Donation needed to be made for this event and the Quiz Night for the loan of these. Arrive by 7pm if possible on Saturday to set up. ALL DW TG ALL

Founders Night - Wed. 22.11.95: Invites were being sent out. TG to provide JAS with list as replies to be directed to her. The heaters were to be installed by this event and hopefully by the Race Night. TG TH

Scottish Dancing - Wednesdays: TG to speak to them about doing the bar themselves. TG

Bar Rota : NF to prepare a Rota and anyone unable to do their session to be responsible for organising cover themselves. NF

JAS - 22 November 1995

PIRTON SPORTS & SOCIAL CLUB
NOTES ON A FULL COMMITTEE MEETING HELD ON MONDAY 20 NOVEMBER 1995

Present: TG/PB/JAS/NF/TH/NS/JRS
Apologies: MG/JH/GL/DW

1. NOTES OF THE PREVIOUS MEETING HELD ON MONDAY, 6 NOVEMBER

These were approved.

2. MATTERS ARISING

No matters arising the meeting proceeded.

3. ORGANISING COMMITTEE REPORT

Publicity -DW to publicise the postponement of the Children's Christmas Party to January. DW
Events -

(a) Race Night This had been a successful event. PB was thanked for organising the event.

(b) Founders Night - Wed 22.11.95 Sheila Bidgood and Brenda Sheridan were doing the food. A clean up to take place at 8pm on Tuesday 21.11.95 (as many Committee as possible to help). Replies were circulated, still some to advise but suggested 60 people to cater for. Wine has been ordered. NS to purchase two bottles of sherry for the evening. All to arrive by 7.00pm to prepare the room. ALL NS/ALL

(c) Membership Applications PB had received 2. Diaz family and Cole family. NS stated that he was also putting Bill Clayburne forward. These were proposed by NS and seconded by JRS and voted as members of the Club.

(d) Cleaning This was moved into the Building and Maintenance Report (see below) for discussion.

4. BAR COMMITTEE REPORT

JRS had drafted some Club Rules following some problems experienced on Friday night. These were agreed subject to perhaps some change to include accompanied children after 9.30pm on the Friday night session. These would be displayed at the bar and on the noticeboard in the entrance to the Club. JRS

Problem on Friday Night NF advised that a few junior members had caused some damage in the Ladies. It was agreed that TG should write as the Committee to the parents and advise about the conduct of the children and that any further problems they would have their membership rescinded. TG

Bar Rota NF had drawn up a rota but needed to finalise it. NF

Scottish Dancing - Wednesdays: Rod McLeod wished to use the Clubhouse every Wednesday until 20 January for practice. He had noted the dates on the year planner and the bar would need to be manned. ALL

5. FINANCIAL REPORT

The balance without the takings for the Race Night was £420 plus £200 in cash. Greene King had been paid £800 for the bar bill and £50 for the first quarter hire of the cooler.

TH suggested that at some stage a stock-take should be taken so we could work out exactly what profit we had. It was suggested that this take place about 31 December to give us some idea of the actual finances. PB to pay Tony Bethell. JAS had issued invoices to all Race sponsors and all monies to be collected in and passed to PB as soon as possible. PB/Bar Comm PB ALL

Cont'd/...

6. **BUILDING AND GROUND MAINTENANCE REPORT**

Heating - The heaters had now been installed in the lounge area. It was agreed that when funds available some form of heating should be installed in other areas of the Clubhouse.

Exterior Lighting - The new PIR light was no longer working. NS to let TH have the old one back and he would get it exchanged. It was suggested that it be mounted higher this time to avoid children tampering with the light. NS/TH

Cleaning of Premises JAS reported that the elderly couple had changed their minds about taking on the job and TG had tried various other people. It was decided that Felicity Payne be contacted and appointed on a month's trial basis. JAS make up schedule of works and all to liaise with JAS on any additional requirements. Initially, just one 3 hour session on Monday's if possible. It was pointed out that Lea Sports were not cleaning up changing rooms, etc after their games. It was suggested that we approach Lea Sports to have a meeting to raise this point but to also ask if they required anything from us to help the association work. It was recommended that Yale locks be installed on the changing rooms and referee's room doors as they were vulnerable areas when players were not using the rooms. JAS
ALL
TG/SS
?

Door mats NS to purchase some matting for entrances. NS

7. **ANY OTHER BUSINESS**

There being no other business the meeting closed at 9.30pm.

8. **DATE OF NEXT MEETING**

Founders Night - Wednesday, 22 November and the next short meeting Monday, 27 November and full agenda meeting Monday, 4 December. ALL

Joy Stimson
22 November 1995

PIRTON SPORTS & SOCIAL CLUB
NOTES ON A COMMITTEE MEETING HELD ON MONDAY 4 DECEMBER 1995

Present: TG/PB/JAS/NF/MG/GL/NS/JRS & SS from 8.55pm

Apologies: TH/JH/DW

1. Notes of the Previous Meetings held on 13 & 20 November

These were approved.

2. Matter Arising

(a) Lea Sports TG stated that Laurence of Lea Sports was to attend this meeting to discuss any matters affecting Lea Sports, he had not turned up. SS later advised that he had been unable to attend due to some urgent matter. SS was concerned about the notes regarding the cleaning of the changing room areas; it was pointed out that the problem had resulted after a Sunday afternoon Youth game. Lea Sports were cleaning the areas after matches. Annual Lea Sports Event TG advised that he had obtained 6 tickets to this event to be held in Luton on Saturday, 22 December at £5 per ticket; anyone able to join him was most welcome.

3. Financial Report

The balance was now £727. Race Night monies to be collected in by next meeting so we can analyse the money made. PB to pay a donation to the Village Hall for the loan of the tables and chairs for two functions.

4. Membership Report

A donation of £100 had been received from Brian Britnell, it was agreed that he should be issued with Life Membership and TG to write to him. Other applications were read out and all were accepted. GL stated that another batch of Membership cards were ready at WW Sports, NS to collect and chase up their Race Sponsorship of £25. GL stated that he was re-issuing the Life Membership cards due to the fact that they showed the Expiry Date as 31 March 1997.

5. Organising Committee Report

GL advised that on Tuesday, 12 December, The Pirton Cricket Club were holding their Annual Dinner at the Clubhouse; the bar to be manned and stock of bottles of wine to be considered for approximately 30/40 people.

Publicity - It was felt that a Newsletter should be produced with some details of what was going on at the Club in the future.

Events - Founders Night TG stated that this had been very successful. Thanks to Mrs Bidgood and Mrs Sheridan for preparing the spread.

- Children's Xmas Party JAS stated that no one had made contact regarding this event. She would obtain details of dates, costs, etc from an entertainer for a Sunday afternoon in January.

6. Bar Committee Report

Christmas Decorations It was agreed that these should be erected next Monday night instead of a formal meeting. TG to provide decorations, anyone else has anything suitable would be appreciated. Tree available in storeroom.

Christmas Opening Hours There to be no additional opening over Christmas. However, if required may remain open a little later on Christmas Eve. New Year's Eve to be considered if required to open for families with no where else to go due to problems with sitters. Decision to be made by those in favour and subject to the need.

Sky TV GL advised that this should be considered as soon as possible to encourage people to come to the Clubhouse. MG advised that the cost to the Club would be approximately £420.

Fruit Machine MG had figures but it was felt that we should produce a Want List and discuss with costings in the New Year which items we should proceed with and when inline with our future cashflow.

Pictures MG stated these were now ordered from Barton Supplies

Bar Rota NF had now produced a list of those with responsibility for the various nights. It was decided that the sessions over the weekend should have additional people to have responsibility for those sessions. NF to re-vamp list. All to make NF aware of times when they definitely would not be available on a general basis so that it would ease the workload for those phoning around to arrange suitable cover.

Club Rules JRS had produced and posted these.

Youth Problem TG had sent private letters to the parents of those involved and it would not go further.

Scottish Dancing - Wednesdays: It was reported that although TG had been advised that they would need the bar to be manned on a Wednesday night, Rosie McLeod had stated they were happy to run it themselves but a PSSC representative would need to open up and close up each time. It was pointed out that Lea Sports should have been having use of the Clubhouse on Wednesday for their monthly meetings, SS reported that they had arranged to meet elsewhere on this occasion. To ensure that the first Wednesday of each month is booked out from 8pm onwards for their monthly meetings.

Dartboard This needed to have a board on which to mount it. JRS to contact Chris Adams to supply and erect as he had offered his services.

7. Building and Ground Maintenance Report

(a) Lighting for Training Sessions - TH and Laurence were to discuss on Sunday, Lea Sports were holding their monthly meeting on Wednesday, 6 December and this would be discussed at their meeting. PSSC asked that Lea Sports present to us their requirements and we would do our utmost to fulfill our obligation towards making the site suitable for their training sessions with the proviso that the team would then train at the Recreation Ground on Thursday nights, the bar revenue would pay for the cost of the additional lighting. It was suggested that perhaps they would be mobile in order to avoid any problems with one area getting extremely muddy. It was felt that perhaps temporarily the lights could be hired until such time as we had worked out their requirements and had some additional funds. PB pointed out that the previous football club had managed with only one additional light; but this had caused a muddy area in front of the Clubhouse. To be reviewed as soon as possible.

(b) State of the Grass Although no grass cutting needed to take place, it was felt that the area needed to be rolled; this would not be part of the contract with Highground. Must arrange at a suitable time.

(c) Cleaning of Premises JAS had now appointed Felicity Payne on a month's trial basis. She was to clean for 3 hours on a Monday. Initially, she was to bring the standard up of the changing rooms, clean the trusses and clean paintwork. She should then be able to do a weekly general clean up of all areas. Keys to be cut for her to the front door, lounge door and the bar area (so she can put the lights on). Any problems regarding cleaning to be reported to JAS. To ease the cleaning, Lea Sports and Away Teams to be asked to remove their football boots before entering the premises.

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(d) Annexe SS requested that Lea Sports would like to upgrade the facilities in the annexe area to include showers, changing rooms, etc., with the costs being borne by Lea Sports. Taking into account the fact that our long term objectives are to have some additional changing rooms tacked onto the end of the existing Clubhouse, it was agreed that they should draw up their proposals for our consideration. Away teams were not impressed by the facilities we were offering them.

(e) Security NS stated that when he came in the building last Thursday he was concerned that it appeared as if the back door had been tampered with.

8. Any Other Business

There being no other business the meeting closed at approximately 10.15pm.

8. Date of Next Meeting

Informal meeting to put up Christmas Decorations - Monday, 11 December at 8pm. JAS advised she would be unable to make any more meetings before Christmas. No meetings to take place on Monday, 25 December or Monday, 1 January. To revert back to normal on Monday, 8 January.

Joy Stimson
6 December 1995