

Pirton Sports & Social Club
Notes of Committee meeting of 13 January 1997

Present:

Tom Gammell, Nick Sheridan, Michael Goddard, John Souster, Dave Wallace, Tim Harley, Neil Frost, Peter Bidgood, Steve Smith, Graeme Low

Apologies:

Joy Stimson

1. Minutes of last meeting

These were agreed.

2. Finance

PB reported that there were some cash flow problems which was making it difficult for the club to meet some of its financial commitments at present. There was currently approximately £323 in hand with outstanding debts amount to almost £1,000. The situation has arisen largely because the cold weather has resulted in football games being cancelled, which in turn has led to a loss of bar takings. The £1,000 owed includes £640 for grass cutting which has been paid by TG. Telephone and Electricity bills are still outstanding, and John Hayes' firm is owed £196.

The Gas Board has not yet responded to a letter requesting approximately £500 to cover the cost of repairing the water leak in the car park area, caused by their workers.

PB said that he had confirmed to the Parish Council that the money for the basketball 'D' had been placed into a special account. In his response he had expressed regret that the money could not have been included in the account set up for the hardcourt playing surface - this would have provided a higher rate of interest.

TG said that a decision needed to be made on the siting of the basketball 'D'. SS said that the junior football pitch would need to be taken into account when making this decision.

North Hertfordshire Council required a formal quote and clarification of the work to be done in constructing the 'D'. The Parish Council will commission the work and reclaim the VAT.

SS confirmed that the football games called off due to bad weather would probably be re-scheduled.

3. Bar Committee

NF reported that supplies of IPA and lager were low. It was reported that there was still a large stock of Wexford beer (2.5 barrels) that was nearing or beyond its sell by date. It was agreed that this would be put on a special offer of £1.25 per pint (at this point there was an immediate break in proceedings to take advantage of this offer).

MG said that the planned visit to the Greene King brewery may be cancelled in light of its Biggleswade site closing down.

4. Bookings

Lea Sports are hosting a quiz night on 31 January. The Cricket Club's annual dinner will be held on Tuesday 5 February. The date of the murder evening scheduled for February will have to be changed as a result of a clash with a village event.

5. Organising Committee

The band evening held on 23 November and involving the Fridge Magnets and Spinner had been a great success. GL reported that a London based band had offered to play at a future event at a cost of £100 to cover expenses - this compared with their usual charge of £250. It was agreed that in view of the current financial situation, the offer would not be taken up and that for the time being local bands would continue to be asked to play.

6. Membership

An updated membership list was submitted showing a total of 378 members. One new application had been received from Katrina Parker. This was approved.

In the absence of any letter of explanation from Rachel Williams regarding the damage done to the ladies toilets, it was agreed that GL would once again speak to her mother regarding Rachel's application for membership. The membership of the two youths currently banned was also discussed - it was agreed that the committee would be willing to revoke this ban on receipt of letters of apology from both individuals.

[Action: WGL]

The renewal of membership was discussed and it was agreed that a letter be sent out to all members. The letter will include details of what has been achieved in the last year and what the plans are for the coming year. DW will prepare an initial draft for discussion. Items to be included are the Children's Play Area, Colts Cricket and the basketball 'D'.

[Action: DW]

NS said that one junior member had expressed interest in becoming a member of the committee. Some committee members felt that there would be some merit in getting younger members to become more involved in the running and development of the club (although there was also some concern expressed). It was agreed that the issue should be further considered before the next AGM.

7. A.O.B.

SS informed the committee that a semi-final football match would be held at the recreational ground on Sunday 2 February. He also said that Lea Sports would like to speak to members of the PSSC committee to discuss ways of making the clubhouse more attractive. It was agreed that this meeting would be at the clubhouse on Monday 27 January at 8:30pm.

NF said that as a result of the recent break-in a temporary fix had been done to the back door - a more permanent job should be done as soon as possible. There was a need for a more general review of security. The cellar door in particular needs to be made more secure. SS suggested asking the local crime prevention officer to provide advice on measures to be taken.

NS said that working group was required to do some necessary repair work to the car park area.

Date of next meeting: Monday 3 February 8:30pm

PIRTON SPORTS & SOCIAL CLUB

COMMITTEE MEETING HELD ON MONDAY, 3 FEBRUARY 1997 IN THE CLUBHOUSE, PIRTON RECREATION GROUND

Present:
Neil Frost (Acting Chairman)
✓ Peter Bidgood (Treasurer)
Joy Stimson (Secretary)
Graeme Low
Nick Sheridan
John Souster
Dave Wallace

Apologies:
Tom Gammell
Michael Goddard
Tim Harley
Steve Smith

Action:

1. **Notes of Committee Meeting held on 13 January 1997**
These were approved and thanks were conveyed to GL for producing these.
2. **Matters Arising**
 - (a) Club Licence Is this being displayed?
 - (b) Sky TV : Being installed 4 February.
 - (c) Kitchen: Nearly finished. NS/PB were tiling during meeting.
 - (d) Trophy Cabinet: This was now in place and looked very nice.
 - (e) Visit to GK Brewery MG arranging this to take place on 27/2. There were 16 places all now taken. The total cost was £76.00.
3. **FINANCIAL REPORT**
 - (a) Gas Board To be chased up regarding approximately £500 to cover cost of repairing the water leak in car park area. **TG**
 - (b) Basketball 'D': JRS stated that the works needed to be carried out before the end of March as the monies would be lost if went into another PC financial year.
 - (c) Funds GK invoice due at end of month, CDC Services bill for repairing door received (to be passed onto PWarner after checking this was for full job and no further bills to be presented). Hawkins Russell Jones £196 still outstanding. PB/JH discussing; to pay TG back for grass cutting invoice. Takings improving; outside bar for PSA Burns Night 25/1 and Quiz Night Fri 31/1 had been good nights. **TG**
4. **BOOKINGS**
JAS supplied schedule of bookings up to April although had been unable to get up to date situation from Lorna (Schedules attached for those not present).
It was noted that on 12/2 Scottish Country Dancing was booked in the diary but the Football Match on Sky was being advertised. PB to sort with Rod Hamilton-McLeod. **PB**
5. **ORGANISING COMMITTEE REPORT**
Murder Mystery Evening: Now taking place on 28/2 DW organising Posters and printing of tickets. JAS to sell tickets at £5 with Fish & Chips supper included. **DW**
PSSC Quiz Night being arranged for 11/4; Casino Evening 9/5 Spinner/Fridge Magnets 31/5 and Christmas Disco being arranged for 13/12. See Schedule for dates. **JAS/PB**
/ALL
6. **BAR COMMITTEE REPORT**
Outside Bar - PSA Burns Night good. However, it was decided that we could not offer a split of profits due to our time and effort. It was decided that we should come up with a firm formula for future events. It was suggested that this was a percentage on takings rather than profit. It was agreed that in these cases we should always 'man' the bar ourselves. NF to produce a 'crib sheet' for external bars. **NF**
7. **MEMBERSHIP REPORTS**
GL had spoken to Jill Williams regarding her daughter's application advising that we would reconsider her application on receipt of a letter on an incident that took place causing damage to the premises.
DW had produced a draft letter to be sent to all members regarding renewal and this was to be circulated and returned to him by 7/2. **ALL**
8. **AOB:**
 - (a) Changes in Rules : The decision regarding Friday nights had been made outside of a formal Committee Meeting; JAS pointed out that this was unconstitutional. She accepted the decision taken but felt that it should be reviewed after a period of time. It was hoped that more adults would come to the Club on Friday nights and with a larger adult presence the youth could be allowed back in without the resulting bad behaviour and damage that had been the cause of the decision being taken. It was pointed out that with volunteers we could perhaps open the club for the youth on another night.

Date of Next Meeting: Inadvertently not arranged on the night. I suggest Monday, 24 March at 8.30pm as this follows the next Pirton Recreation Ground Committee Meeting. **ALL**

Joy Stimson
14 February 1997

Att. List of Bookings Jan/Feb 97
List of Bookings Mar/Apr 97

PIRTON SPORTS & SOCIAL CLUB

COMMITTEE MEETING HELD ON MONDAY, 24 MARCH 1997 IN THE CLUBHOUSE, PIRTON RECREATION GROUND

Present: Nick Sheridan (Acting Chairman)
Joy Stimson (Secretary)
Neil Frost
Michael Goddard
Graeme Low
Steve Smith
John Souster

Apologies: Tom Gammell
Peter Bidgood (Treasurer)
Tim Harley
Dave Wallace

Visit of Greene King Representative

The representative from Greene King, Sue, had been invited to attend this meeting and she was invited to speak to the Committee. She stated that the loan now stood at £14,700 and that our purchases were 81% up on the same period last year (period being from May 96 to Mar 97 - still two months to go to a full year). It was pointed out that for part of the previous year we were not open so there was no direct comparison. In respect of the agreement regarding the loan, it was agreed to leave the terms as they were at present and to review it next year when it could be renegotiated with a barrelage requirement or for a top-up loan. Sue was asked if any furniture was available. Most of what came in went straight back out again to their tenants but bench type seats may be available for recovering. NF to contact David Gale to follow up.

Action:

NF

Sue advised the Bar Committee that Harp was being discontinued in May and would be replaced by Irish Harp at 4.3%. She recommended that we try it and get the point of sale material which would be available.

Sue supplied a Kronenburg Mirror and was requested to supply some FOC items for the Summer Fair on 5 July. She agreed to supply FOC - a barrel of Cask Ale, a barrel of IPA, and the following to be supplied as prizes on the day: 1 case of lager, 1 case of IPA, 1 case of coke and 1 case of tango. Also to supply golf umbrella, t shirts and bunting if possible. She also agreed to supply a free keg of Wexford for the quiz night on Friday, 11 April and an Ice Bucket.

Visit of Chairman of Pirton Summer Fair Committee - Owain Lister

Owain had been asked to come along to our meeting with his proposals for the day. He requested the use of the clubhouse and grounds and put forward the objectives of the Summer Fair Committee and the wish for the event to become an established annual event in everyone's calendar and therefore they wished to always make it the first weekend in July. Various aspects were requested to be made available on the day i.e. kitchen facilities, fridges, freezers, use of hatch, toilets, etc. A request for a percentage of the bar takings was put forward. It was agreed that we would discuss this at our meeting following his departure and get back to him with our views.

1. **Notes of Committee Meeting held on 3 February 1997**
These were approved.

2. **Matters Arising**

- (a) Gas Board It was reported that some monies had been received but not sure if it was payment in full
- (b) Basketball D - The Parish Council were now in receipt of a grant for £1,500 which would be released to our funds at their next meeting making a total of £2,300 with the skateboard monies already being held. It was hoped that work on the tarmac surface could take place shortly.

Discussion concerning the Millenium project and consolidating all the proposals into one large application for lottery monies. Suggested that the hard court and children's play area be proposed. It was suggested that someone from the Committee attend the Annual Parish Council Meeting (24.04.97) to put this forward. JAS to send a letter to Parish Council with this proposal before the meeting.

JAS

- (c) Kitchen: To be finished shortly.

ALL

3. **FINANCIAL REPORT**

As Peter Bidgood not present he had produced some figures which the Acting Chairman put forward. There appeared to be a deficit of over £800. As it was not clear whether this included various monies outstanding (electricity, monies owed to TG, etc), also NS now owed for replacement locks etc. It was suggested that a Finance Sub Committee be formed to include a member of the Bar Committee and a member of the Organising Committee in order that we can work together at ensuring the we are raising enough monies to at least cover our costs, plus a small profit.

**PB/NS/NF/
GL**

4. **BOOKINGS**

JAS supplied schedule of proposed bookings (copy attached for those not at meeting) Queried 15/5 Pirton Players AGM - this was booked before we began opening on Thursday nights. Lorna Sexton to be instructed when taking a booking to check if require private facility or just to be held within the Club's normal opening with other people present. If the former, would need to be held on a non-club night (at present these can be Mondays, Tuesdays, Wednesdays (subject to Scottish Country Dancing fortnightly meetings and Lea Sports Executive Committee Meetings). In future any AGMs would probably be better arranged on non-club nights. However, it was agreed that this could take place on that night and the pool playing would be able to take place as usual. As this clashed with the date we had proposed for the PSSC AGM it was agreed to move this to Thursday, 22 May. DW to publicise.

Other private bookings were agreed 19/4 Children's Party (no bar required MG to supply key), 31/5 50th Birthday Party (requires bar extension to 12pm) 7/6 Surprise Birthday Party (no details available at meeting, subsequently been agreed 8-12pm) All these to be invoiced at £5.00 per hour (kitchens to be used only for cold food and washing up, no cooking to take place). In future obtain a deposit for any private booking.

Are Scottish Country Dancing paying for Wednesday nights. Should now be £15.00 to keep inline with our scale of charges of £5.00 per hour. It was felt that someone from the Bar Rota should now man the bar on these nights.

5. **ORGANISING COMMITTEE REPORT**

PSSC Quiz Night being arranged for 11/4, all to encourage groups to attend; Casino Evening 9/5 Spinner/Fridge Magnets now to be moved as clashed with private party and Christmas Disco being arranged for 13/12 (JAS to book). See Schedule for dates.

6. **BAR COMMITTEE REPORT**

The need for a Price List visible to the customers was reported and the crib sheet to be used for outside bookings was requested. NF to produce. Due to the fact that NF keeping order to a minimum at present time for cashflow we were out of stock of various items. NF requested further information on sales figures so that he could ensure that the prices reflected a profit for the Club. A stocktake was due to take place on 31 March 1997. It was reported that Lorna Sexton had voiced a wish to take over the running of the bar but NF was reluctant at this stage. It was reported that there was very little wastage from barrels due to short run lines, to the bar from the cellar.

NF

About £150 worth of stock had been taken at the last break in.

Bar Rota It was reported that Christine Gammell now wanted to give up organising this. To be discussed at next meeting. JAS to put on the Agenda.

b/f
Agenda

7. **MEMBERSHIP REPORTS**

Renewals had been distributed and so far received £150 in subscriptions for 1997/98. Have missed the opportunity to get Lea Sports renewals due it now being the end of their season and difficulty of getting the memberships in at this time. Next year to issue these at beginning of their season i.e. Aug/Sept 97 for 1998/99 Membership year.

8. **AOB:**

ALL

Letter from Youth Representative: DW was speaking to TG regarding a reply.

DW/TG

Cleaning of Glasses: It was reported that glasses were being left unwashed particularly on Thursdays.

All

Sports Bags in Lounge area: It had been reported that these should be locked away in cars to avoid them littering the lounge area.

SS

Membership for Lea Sports Under 12s side:

AGM: To be put on the agenda to discuss at next meeting. May need to vote on change of rules for the next renewal

B/f Agenda

Music Licence: To be put on the agenda for next meeting.

B/f Agenda

Pitches: Need urgent attention. TG to speak to Highground

TG

Lea Sports Cup Final: Due to take place on 11 May. Need to organise food for this event.

B/f

Donation for Hard Court Fund: JAS reported that Village Music were going to present PSSC with a cheque for approximately £300 at their next event (26.04.97) to go to the Hard Court fund.

JAS

Date of Next Meeting: It was agreed that we should set these up on a regular basis on the third Monday of each month; this way everyone should get a pattern and know when the meetings will be. This will therefore make the next meeting to take place on Monday 21 April at 8.30pm in the Clubhouse. Also note next meeting will be Monday, 19 May before the AGM on Thursday, 22 May at 8pm.

ALL

Joy Stimson
1 April 1997

Att. List of Bookings Mar/Apr 97(those not present only)
List of Bookings May/Jun 97(those not present only)

PIRTON SPORTS & SOCIAL CLUB

COMMITTEE MEETING HELD ON MONDAY, 21 APRIL 1997 IN THE CLUBHOUSE, PIRTON RECREATION GROUND

Present: Peter Bidgood (Treasurer and Acting Chairman) Joy Stimson (Secretary) Michael Goddard Graeme Low Nick Sheridan (later arrival) Steve Smith John Souster Dave Wallace

Apologies: Tom Gammell Neil Frost

Action:

- Notes of Committee Meeting held on 24 March 1997
These were approved.

2. Matters Arising:

- Bar Furniture - NF not present to be discussed next meeting when NF reported back.
- Gas Board - PB had no knowledge of the £250 and MG to speak to TG about this matter.
- Basketball D - Query over the monies held by Parish Council and when and how this was to be released. MG to speak to TG.
- Millennium Project - JAS had sent letter to Parish Council; the Annual Meeting being 22 April it would be discussed. NS hoped to be able to attend.
- Kitchen - NS had replaced the leaking tap and would be finishing the tiling shortly. Lesley Low had offered to do the grouting. When finished cupboards to be cleaned and the items in storage cupboard to be returned to the kitchen area ready for the start of the cricket season. Thanks to be conveyed to the Cricket Club for arranging the installation. Storage cupboard to be sorted once kitchen equipment taken out.
- Letter from Youth - DW advised that he had spoken to TG but had not yet sorted a reply. DW to ensure a reply was made. It was pointed out that Fridays were much better now with a regular number of adults coming down with their children.

NF/b/t
MG
MG
NS

ALL

DW

3. PIRTON SUMMER FAIR - 5 July 1997 2pm to 6pm and evening entertainment

- Bouncy Castle - PB to contact person in Letchworth regarding hire of Bouncy Castle.
- Bar Takings - In view of our overheads it was decided that instead of any percentage, we would offer a donation subject to our costs for the day (i.e. kitchen, fridge, freezer, toilets, state of grounds following event, grass cutting for event, etc.)
- Music Licence - DW still feels that we need to arrange this for both this event and also private discos being held on the premises. DW to follow up with local authority and obtain a licence to cover our requirements.

PB

DW

4. FINANCIAL REPORT

- Report - As Peter Bidgood had been away no report was available. He would have the End of Year Accounts available for the AGM.
- Sub Committee - PB felt that as it was difficult to arrange meetings, it was probably better to just discuss the financial aspect at normal Committee Meetings than to have another Sub-Committee.

PB

5. BOOKINGS

- New Bookings - Only new bookings were 26/4 Wilf Aspinall hire facility for meeting with Peter Lilley (subsequently cancelled), Lea Sports AGM on 13/5 (no charge) Pumpkin club AGM on 24/4 (no charge normal Thurs night). It was pointed out that on 11/5 there was the Lea Sports Cup Final followed in the pm by a friendly cricket match between themselves and Pirton Cricket Club. The bar should if possible be open all day for this event. JAS to contact John Hayes to ascertain the maximum number of people allowed in the Clubhouse for fire regulations.
- Booking Form - JAS supplied our original booking form which had been pulled together for a caravan booking back in 1994. JAS to work on the form to update it for our current style of bookings. All private bookings to be formalised with a signature and deposit and full payment being paid one month in advance of the booking as per the terms on the form. Charges to be for Clubhouse use without cooking facilities £5.00 per hour. Best to issue invoices to keep register on payments. It was pointed out that no one had collected the £15.00 charge for the children's party on Saturday, 19/4. JAS to chase this up.
- Scottish Country Dancing - No new bookings been made for May. JAS to advise them of the increase of charge to be inline with other hirers but bar staff would be provided from the Rota.
- Music Licence - DW dealing with this along with the query regarding the Summer Fair.
- Lea Sports Cup Final - 11 May - Marion Goddard & Ann Frost had offered to do the food. The club to sponsor the food for the end of season.
- Private Bookings to go on Bar Rota - All private bookings to be incorporated into Bar Rota so that we are staffing these functions as well as the normal nights.

JAS

JAS

JAS

JAS

DW

JAS/BAR
COMM

6. PSSC AGM - Thursday, 22 May at 8pm

- Agenda - JAS to prepare as per 1996 version.
- New Committee & Sub-Committees - TG standing down as Chairman. All to consider and approach people to be put forward for the new Committee and all Sub-Committees.
- Publicity - DW had already placed in Parish Magazine. All to encourage members to attend.

JAS

ALL

ALL

7. ORGANISING COMMITTEE REPORT

- 9 May - Casino Night - PB had organisation in hand but needed some assistance. Organising Committee holding Committee meeting on Monday, 28 April to discuss this and future events.
- Quiz Night 4/4 - GL stated that this was poorly attended and only 5 tables took part.
- 21 June - Lea Sports/PSSC Midsummer Event (Joint Venture) - It was agreed that we should organise a joint Midsummer Event perhaps with a Disco but refer to it as a Midsummer Event with barbecue available. No charge being levied but bar takings and food to be charged and a raffle to be run.
- Future Events Sept - Dec 97 - JAS to book Disco for 13/12 and committee to plan this period at next meeting. Suggestions were discussed - a race night, quiz night, a night for the youngsters was discussed but not agreed.

ALL

B/F

JAS/ORG
COMM

8. **BAR COMMITTEE REPORT**

- (a) Bar Rota This had gone missing. MG had retrieved it from NF JAS to copy and supply committee with copy, MG to display a copy in the bar. JAS to approach Lorna Sexton with a view to her running the Bar Rota. (This has now been agreed)
- (b) Bar Prices /Finances - To assess that the prices are inline with finances.
- (c) Outside Bar Terms - NF to provide all the committee with set of terms for promoting this type of facility.
- (d) Bar Price List Bar Committee to provide a larger typed up version of price list to have on wall at the end of the bar.
- (e) Stocktake 31.03.97 MG passed over the details to the Treasurer in order that this could be incorporated in the Accounts.

MG
JAS
BAR COMM
NF
NF

9. **MEMBERSHIP REPORTS**

- (a) Follow up Renewals - Approximately 90 received todate. GL to provide information on outstanding renewals in order that we could all chase up people who had not yet renewed to see why they were not renewing or to chase up payment.
- (b) Lea Sports Membership Next Season It had been decided that a joint membership form would be arranged by SS/GL for the next season.
- (c) Cricket Club Memberships to be chased. GL advised that the new Treasurer was Dibby Saunders.
- (d) Under 12's teams Membership of the PSSC would be underwritten by the appropriate affiliated club. It was agreed that no renewals would be accepted by individuals under 18.
- (e) Membership Cards GL to look into organising these to be issued as soon as possible.

GL

GL

10. **CLEANING AND MAINTENANCE**

- (a) Pitches SS advised that he had spoken to TG about Highground and it was agreed that Lea Sports should speak with Highground about a quotation to do the work required asap. The cricket season was already commencing but the first home match would not be until after 11 May.
- (c) Grass Cutting It was suggested that PSSC write to the Parish Council to ask for help with the payment of the grass cutting.
- (d) Replacement Hoover - It was felt that an upright type of hoover would be better for the Clubhouse and a replacement to be sought. It was agreed that the cleaning appeared to be being done satisfactorily and there appeared to be no requirement for a special spring clean. The kitchen cupboards etc to be cleaned out and restocked by the Committee when tiling finished.

SS

JAS

B/F

11. **ANY OTHER BUSINESS**

- Crisp Sales It was pointed out by SS that the crisps being sold were beyond their sell by date.
- Use of Grounds SS stated that he had been unsuccessful in finding another side to play on our grounds on a Saturday. However there was a team playing at Holwell that would possibly come to Pirton.
- Works to Do List MG ran through the lists drawn up last August and pointed out some of the jobs which still needed to be carried out. Some were to be held over due to lack of funds as yet. It was pointed out the Sky TV was not working properly due to some damage to the dish. The downpipes needed some attention and the storeroom would need sorting once the kitchen was restocked. agenda for next meeting.

BAR COMM

B/F

The meeting closed at 10.15pm with confirmation that the **Date of Next Meeting:** would be at 8.30pm Monday, 19 May before the AGM at 8pm on Thursday, 22 May keeping it inline with being the third Monday of the month.. All to mark up diaries with the following meeting dates to the end of December 1997- 16/6, 21/7, 18/8;15/9;20/10;17/11 & 15/12.

ALL

Joy Stimson
29 April 1997

Att. Bar Rota & Bookings Schedule updated
List of Organising Committees suggested events July to Dec 1997

PIRTON SPORTS & SOCIAL CLUB

COMMITTEE MEETING HELD ON MONDAY, 19 MAY 1997 IN THE CLUBHOUSE, PIRTON RECREATION GROUND

Present: Tom Gammell (*Chairman*)
Peter Bidgood (*Treasurer*)
Joy A Stimson (*Minutes Secretary*)
Michael Goddard
Neil Frost
Nick Sheridan
Steve Smith
John R Souster
Dave Wallace

Apologies: Graeme Low

- 1 **Notes of Committee Meeting held on 21 April 1997**
These were approved.

2 **Matters Arising**

- (a) Bar Furniture - NF/NS reported that nothing had been forthcoming. **b/f**
(b) Gas Board TG advised that Gas Board had offered £250 only would not increase it to £300. TG to write to them accepting this payment. It was pointed out that by accepting this there would be no further come back to the Gas Board for any further leaks. **TG**
(c) Basketball D : TG had advised that we could apply for a vandal proof basket valued @ £800. It was agreed that we should proceed with the £200 sponsored basket whilst awaiting this other basket. TG would continue with this project although he was standing down as Chairman at the Annual General Meeting. The quotation for the works stood at £2,400 and it was hoped that some of the work could be done by voluntary labour. It was agreed that it should be sited this on the Clubhouse side of the Children's play area and we should seek the approval of the Recreation Ground Committee and the Parish Council on this recommendation. **TG**
(d) Millennium Project: NS had not attended the meeting. JAS had sent a letter recording our suggestion to the Parish Council. MG advised that the Parish Council (PC) had not taken any suggestion on board and that it was not their intention to do so. They were simply trying to co-ordinate various suggestions. MG reported that there was the possibility of receiving some monies towards any serious plan from the NHDC. It was suggested that a serious plan and package of our next phase of works, i.e. showers, female changing rooms, hard court should be made. **ALL/b/f**
(e) Kitchen: NS was thanked for organising and laying the flooring. He was also to locate some kickboards for the cupboards and finish off the grouting. **NS**
(f) Letter from Youth DW/TG to deal with this outside of the meeting. **DW/TG**

3 **PSSC ANNUAL GENERAL MEETING - Thursday, 22 May at 8pm.**

Apologies were conveyed by Valerie Souster and Neil Frost. **JAS**

- (a) Agenda - JAS had prepared a draft and it was agreed that 40 copies should be arranged for Thursday. **JAS**
(b) Report & Accounts: PB distributed a draft copy of the Balance Sheet and the Profit & Loss. It was pointed out that £2,000 had been repaid to Greene King of the loan. The outstanding electricity invoice and monies owed to TG were shown in the creditors amount. It was agreed that bar prices should be reassessed to be inline with figures to cover our overheads now a full year could be analysed. **PB**
(c) New Committee & Sub-Committees - TG had advised that he was standing down as Chairman. All others to stand for re-election. **ALL**

Cont'd/...

4. **PIRTON SUMMER FAIR - Saturday, 5 July**

(a) Bouncy Castle - PB was organising PB

(b) Music Licence - DW reported that there was a cost of £65.00 per single occasion for all musical events with visitors being present when more than two people were performing. DW to investigate cost of an annual licence to cover all such occasions. Notice needs to be made 28 days before the event. To check situation on Thursday at AGM in respect of the Summer Fair event. DW

(c) Any other Arrangements to be made - To be considered at next meeting. b/f

5. **FINANCIAL REPORT**

(a) Finances - PB had already presented the draft Report & Accounts and there was no further discussion in respect of the finances. PB

(b) Sub Committee - PB agreed to have a separate meeting with the Bar Committee to reassess the bar prices in line with our overheads but it was felt that it should not need a sub-committee forming. PB/Bar Comm

6. **BOOKINGS**

(a) New Bookings - JAS presented details of a booking on 8/6/97 by Playgroup for a barbecue to be held at the Recreation Ground, as the Scottish Country Dancing bookings were no longer required due to their Summer break. DW has requested to take these bookings over, there had also been a request by Spinner to play on Friday, 23 May. After discussion this was agreed with the proviso that the youth had to be accompanied by an adult. It was pointed out that it was difficult to keep abreast of the situation on bookings and JAS recommended that L. Sexton attend meetings. It was thought that she may come on the Committee after the AGM on Thursday anyway. Wait and see!

(b) Booking Form - JAS still working on the format of this form to cover the various types of bookings and combining with some points which the Village Hall had on their form, i.e. the maximum number of people allowed on premises. It was felt that our charge of £5 per hour when we had to man the bar was too low. Especially for Saturday nights. This was to be reviewed in the future. JAS/b/f

(c) Music Licence - See Item 4 (b) - Pilton Summer Fair.

(d) Lea Sports Cup Final - 11 May - A letter of thanks had been received from Lea Sports and this was read out to the Committee.

7. **ORGANISING COMMITTEE REPORT**

(a) 9 May - Casino Night - This had been very well supported by various new people. It was pointed out that although the Organising Committee arranged the events, all Committee Members should get involved in promoting the events and trying to sell tickets. The point was taken. ALL

(b) 21 June - Lea Sports/PSSC Midsummer Event (joint venture) - SS stated he would check with Lea Sports if they still wanted to go ahead with this event and to advise the Organising Committee. SS/Org Comm.

(c) List of Events July - Dec 1997 - A copy had been sent with the Minutes. The suggested dates for a Barn Dance at the Village Hall were discussed as the Harvest Supper was on Friday, 23 September and a wedding was taking place on the Friday of 13 September the two dates available. It was suggested that we offer to run a bar for the Harvest Supper. TG/Org Comm

8. **BAR COMMITTEE REPORT**

(a) Bar Rota - L. Sexton had agreed to take this task on.

(b) Bar Prices & Lists on Display - Still to be actioned. Bar Comm

(c) Outside Bar Terms - NF still to provide a crib sheet for all. NF

Cont'd...

9. **MEMBERSHIP REPORTS**

(a) Renewals and Issue of Cards - GL to have list available for AGM. GL

10. **CLEANING AND MAINTENANCE**

(a) Pitches PC had agreed to pay for this season and had requested information on any other costs incurred. It had been sought that Lea Sports pay one third, PC pay a third and PSSC pay a third. PC to pay Highground as they can claim the VAT back. To send details to PC when received.

(b) Replacement Hoover - It was recommended that a good new hoover like the Dyson be purchased as soon as funds allowed. It was agreed that the cleaner was doing a good job and we should ensure that when a request for equipment was made we made an effort to supply.
ALL

11. **ANY OTHER BUSINESS**

Shed It was pointed out that this building was being used as a target for football practice and damage to the panels had resulted. It was suggested that a goal be erected for this purpose and a sign be erected on the shed once in place. **MG/SS**

Donation from Village Music A donation of £300 had been presented to PB on the night of the most recent event towards the hard court. PB had conveyed thanks on the night to the organisers.

The meeting closed at 11.15pm AGM due to take place on 22 May and the next Committee Meeting following the AGM would be held on 16 June at 8.30pm any potential new Committee Members to be invited to attend this meeting. Dates of subsequent Committee Meetings to be as follows in line with the third Monday of each month 21/7; 18/8; 15/9; 20/10; 17/11 & 15/12. **ALL**

/End.

Joy Stimson
12 June 1997

Att. Agenda for Meeting to be held on Monday, 16 June at 8.30 pm

7th

PIRTON SPORTS & SOCIAL CLUB
COMMITTEE MEETING HELD ON MONDAY, 16 JUNE 1997
IN THE CLUBHOUSE, PIRTON RECREATION GROUND

Present: Nick Sheridan (*Chairman*)
Joy A Stimson (*Secretary/Minutes Sec*)
Neil Frost
Michael Goddard
Graeme Low
Lorna Sexton
Steve Smith
John R Souster
Dave Wallace

Apologies: Peter Bidgood (*Treasurer*)
Tom Gammell

1 Notes of Committee Meeting held on 19 May 1997

These were approved.

2 Matters Arising

- 2.1. Bar Furniture - No progress
- 2.2. Gas Board T Gammell sorting. **MG to check with TG on situation** *Rec cheque.*
- 2.3. Basketball D : Tgammell sorting. MG advised that someone was to inspect the site this Friday. **MG to follow up**
- 2.4. Millennium Project: SS advised that Lea Sports wanted to make some improvements to the Clubhouse and it was decided to discuss this item under Any Other Business
- 2.5. Improvements : The kitchen now completed and just some further cupboards to be fitted to store room. The purchase of a glass washer was put forward and it was felt that a list of wanted purchases should be made and priorities identified
- 2.6. Letter from Youth Now TG no longer Chairman it was agreed that DW should run his draft letter passed NS and then send it to K Wallace on behalf of the Management Committee.
DW/NS
- 2.7. Shed Damage SS reported that it had now been fixed but that the main door now needed to be repaired. Thanks were conveyed to SS for doing the work.

3 PSSC ANNUAL GENERAL MEETING - Thursday, 22 May at 8pm.

JRS had taken the Minutes of the AGM and would issue these as soon as possible **JRS**

- 3.1. New Committee L Sexton was welcomed. JRS advised that he now wished to stand down from his position on the Bar Committee and LS was asked to fill this role. LS agreed and JRS passed over his set of keys to LS.
- 3.2. Election of Officers TG had resigned as Chairman and NS agreed to fill the role on a temporary basis. PB to continue as Treasurer and JAS to act as Secretary to the Club with the Minutes being done on rotation by all the Committee Members. Discussion regarding the monthly financial information took place and it was agreed that NS approach C Stimson **to aid PB to pull this together**

4 PIRTON SUMMER FAIR - Saturday, 5 July

- 4.1. Bouncy Castle : PB had passed this over to JAS and it was now booked. As JAS not able to be at Summer Fair asked for others to man and take responsibility on the day. To be erected by supplier at 1pm and collected around 7.30pm at cost of £45.00.
- 4.2. Music Licence: DW reported that he had applied for this for the one occasion. It was felt that we should also apply for one on an annual basis following this event. **DW**
- 4.3. Any Other Arrangements to be made A special bar rota to be drawn up with 1 to 2 hourly sessions. Some people willing to do more than one session. Need 3 people on bar at any time. It was noted that some volunteers would not be available in the evening. **LS**

Cont'd/...

5 FINANCIAL REPORT

As PB not present to report and other discussion had taken place under Election of Officers the meeting proceeded on to Bookings.

6 BOOKINGS

- 6.1 New Bookings - LS presented new bookings and these were agreed. DW now using Wednesday evenings, PSSC Meetings to be logged into diary (3rd Thursday of each month) Lea Sports meetings and a booking for 27/28 February 1998 by a caravan club were noted.
- 6.2 Booking Form Now LS on Committee JAS to liaise with her on the form. It was agreed that the charges for the future should increase to £7.50 per hr and LS to deal with the deposits and payments and pass to PB. LS to ascertain that all private bookings were paid for. **LS**
- 6.3 Music Licence for private discos DW advised that these events were OK

7 ORGANISING COMMITTEE REPORT

- 7.1 21 June - Midsummer Event - SS reported that this had been cancelled due to lack of time to organise.
- 7.2 Other Events Organised The Organising Committee to meet to arrange their future events. **Org Comm.** No news about Harvest Supper from TG **JAS to chase.**
- 7.3 Disco for Youth It was agreed that on 25 July following a private booking, we should hold a disco from 8pm as we could have the disco for half price. A charge of £1.00 per head entrance should be made and several committee should be in attendance to police on the night. Advertise the event and check memberships on the night. **MG to book** until 11pm

8 BAR COMMITTEE REPORT

- 8.1 Bar Rota LS had issued all volunteers with request for three sessions and was to chase up replies. It was agreed that 2 people should man the bar on Fridays and Sundays.
- 8.2 Bar Prices and List on display **NF to arrange**
- 8.3 Outside bars terms NF had produced a crib sheet to be issued to all committee so that they could promote this facility to other village organisations. **NF**
- 8.4 NF advised that on the previous Thursday those running the bar were not in attendance at 8pm and an informal meeting of the Pirton School Association of approximately 15 people had turned up. Fortunately, NF was able to open up for them and keep them happy. This could have caused us some bad publicity. It was agreed that LS should ask all bar volunteers to be in attendance at least 10/15 minutes before opening time.

9 MEMBERSHIP REPORT

- 9.1 Renewals and Issue of Cards - GL provided list JAS to issue copy with Notes for all to chase up people not yet renewed. **ALL**
- 9.2 It was pointed out that we were 200 down on ordinary members. Lea Sports now to issue a joint form to include membership of the club at their renewal time in August as we had missed them for our renewal in 1997.
- 9.3 Membership Cards GL had printed them out and was arranging lamination which would take some time as each card had to be laminated separately. As soon as possible these would be available for issue. **GL/PB**
- 9.4 Signing In of non-members It was agreed that Members should only be allowed to sign in two non-members at any one time. A notice to this effect to be actioned.
- 9.5 New Applications for Membership GL proposed the new applications received and the Committee voted them as members.

Cont'd/...

10. **CLEANING AND MAINTENANCE**

- 10.1 Pitches Due to the fact that JAS had been ill since the last meeting, a letter to the Parish Council had not been sent thanking them for the offer to pay for the grass cutting and putting forward a quotation for other works. SS had asked Highground to issue the invoice for the additional works to the PC as they could claim back the VAT. As this arrived with the PC without any prior knowledge of our wishes, the PC were not amused. SS to write to the PC apologising and JAS also to write to them apologising and putting forward the suggestion that they be issued with the invoice so they could claim back the VAT and request that they perhaps pay $\frac{1}{3}$: Lea Sports be invoiced by the PC for $\frac{1}{3}$ and PSSC to be invoiced by PC for $\frac{1}{3}$. SS to contact Highground to advise the situation. SS
- 10.2 Replacement Hoover -PB to put on list of priority purchases. PB
- 10.3 Cupboard Light This was still not working. Put on list of jobs to be done on door in kitchen.

11. **ANY OTHER BUSINESS**

- 11.1 Agenda NS requested that our next meeting should only have on the Agenda Finances and Plan for the Future
- 11.2 Grant Application MG had an application for a grant from the Parish Challenge for which the deadline was 16 June. They had agreed to receiving an application from ourselves by 18 June. **MG to pull together and apply**
- 11.3 Improvements SS had advised that Lea Sports wanted to make some improvements to the showers facility in the Clubhouse. It was suggested that a brick built area be tacked on the area in front of the existing showers to provide some new showers and changing room facilities. They would apply to the FA for a grant. The PC would need to be approached for permission as Landlord and the PSSC would need to discuss our Licence with both the PC and Lea Sports for some long term commitment. Planning permission should be sort. It was agreed that this should be discussed in greater details along with our other plans for the future at our next meeting.
- 11.4 Ice Bags LS requested the use of these.
- 11.5 Food LS suggested that food was provided as often as possible especially on Sundays with football matches. This makes money. With the kitchen now finished this could be developed subject to volunteers to man and cook it.
- 11.6 Chairman of the Committee JRS proposed that NS should take on this role for the time being. This was agreed.

The meeting closed at 11.15pm Date of Next Meeting confirmed to be 21 July at 8pm JAS requested that LS note the future dates of meetings in the diary. Confirmation of these are 18/8; 15/9; 20/10; 17/11 & 15/12 **ALL**

/End.

Joy Stimson
23 June 1997

Att. Agenda for Meeting to be held on Monday, 21 July at 8 pm **Note time of next meeting**

PIRTON SPORTS & SOCIAL CLUB
COMMITTEE MEETING HELD ON MONDAY, 21ST JULY 1997 IN THE CLUBHOUSE,
PIRTON RECREATION GROUND

Present: Nick Sheridan (Chairman)
Joy A Stimson (Secretary)
Steve Smith (Acting Minutes Secretary)
Mick Goddard
John R Souster
Neil Frost
Chris Stimson
Peter Bidgood (Treasurer)
Dave Wallace
Tim Weaver
Lorna Sexton

Apologies: Graeme Low
Tom Gammell

1. Notes of Committee Meeting held on 16th June 1997

These were approved.

2. Matters Arising

- 2.1 Gas Board – A cheque for £350 had been received.
- 2.2 Disco (25/7/97) – DW pointed out that we should have a licence for the appearance by a live band. MG said that as it was a Club event there was no problem.
- 2.3 Clubhouse cleaning – Felicity had received a £10 bonus for the aftermath of the Summer Fair. She also has a 'new' Hoover.
- 2.4 Pitch Maintenance – the Parish Council had accepted our apology for the mix up over payment and have paid the bill in full. The PC will invoice PSSC and Lea Sports for 1/3 of the amount (about £150).
- 2.5 Water Leak – JRS will approach Three Valleys again through Joan to try and claim back some of the cost caused by the leak. PB had received a letter from Three Valleys pointing out the high consumption. The water board will not repair the leak, so any repair or renewal is down to us. The water will be turned off until the leak is fixed (First attempt on Wednesday 23rd).

3. Finance

PB & CS have got together to provide more detailed costings, which were presented to the meeting. NF and MG were going to tackle the bar side. CS had tried to establish the day-to-day running costs by projecting the total costs for the forthcoming year. In his opinion the current hire charge of £5/hour is too low. (The Village Hall charges £65 with no bar). Takings from a Scottish Dancing Night are about £25-£30. We will need to discuss charges for organisations in more detail when CS has more information.

DW raised the subject of the music licence. The cost of £250 p.a. allows us live music at any time; this cost was felt to be justified and we will proceed. The Club Registration is valid until 09/99 and £100 has been paid for a Gaming Licence (although more would be payable if we had fruit machines).

Till takings for the Summer Fair weekend were £2,480, with a gross margin of 47% being achieved (44.6% if the free barrel of Abbot is discounted). Why do the accounts only show a gross profit of 30% for the year? NF feels that not enough empties are being returned (some are probably being thrown away by mistake). Some small amounts were lost in the break-ins. Since the difference in gross profit represents some £2,500 we must tighten our controls. Takings and till floats will be controlled more tightly and we will have quarterly accounts. NF will produce a month on month graph of till takings (including telephone, although a payphone is preferable).

The Chairman expressed his thanks to the finance team.

The split of the Summer Fair proceeds was discussed. LS stated that at the Summer Fair meeting they had agreed to ask for a donation this year, although probably not in successive years. After a discussion of how the money might be spent, it was agreed to offer a sum of £100 to be paid now (ish). LS felt this would be acceptable.

We will also send a letter to the Summer Fair Committee thanking them for their efforts.

PB will obtain a new bank mandate since the current signatories were Bidgood/Hayes/Gammell.

We agreed that £350 would be repaid to Tom Gammell of the £650 loaned to the PSSC for grass cutting. This would be accompanied by a letter stating our endeavours to pay off the balance as soon as possible.

4. Plans for the Future

NS asked how much we could put forward towards a lottery application. At present we are holding £900 towards the basketball 'D' plus £3,000 in the courts account. The Parish Council is holding £1,500 from the NHDC towards the basketball 'D'. MG said that the basketball sleeve had to be installed by 8th August. Chris Adams has quoted £2,645 + VAT for the work. If the Parish Council were prepared to pay the invoice the VAT could be recovered. MG & NF will do some lobbying. MG will offer Chris Adams £2,450 for the job.

We need to focus our efforts on a lottery application – NS has a new pack of lottery data. We have the planning application forms and have approached the Parish Council, since it would be beneficial if the application were made through them. Costs: tennis courts (including VAT & lighting): £40,000; all weather cricket strip: £8,000; changing rooms: £15,000. Total £63,000 capital expenditure. We would need to find 35% of this, i.e. £22,000.

In principle, the planning approval should be OK, although the lighting may be contentious. We would need a tenure of 20/25 years for the application to be accepted. JRS pointed out that the plans should be of adequate quality for the project.

After much discussion a vote was taken to proceed with the first step of forming a sub-committee to take the matter forward. PB on behalf of the Cricket Club pledged support, as did SS for Lea Sports, although a longer term agreement for use of the ground is needed.

5. Any Other Business

LS pointed out that volunteers were still needed for the bar rota. SS said that friendly matches were starting with 2 games this Sunday (27th).

The meeting closed at 11.20 pm. Date of next meeting: **18th August 1997 at 8.00 pm.**

Projected Running Costs for Pirton Sports and Social Club 1997/8

Projected Annual Cost

Clubhouse Costs

Rent	£0	Assume Parish Council will charge no rent
Rates	£135	Actual 1997/8
Greene King Loan Interest	£686	Projected calculation
Electricity	£2,000	Based on last 10 months usage
Water	£135	Assuming average 50 cu. metre/ quarter
Insurance	£476	Current monthly payment
Telephone	£120 *	Current average gross cost
T.V. Licence	£91 *	Current Monthly Standing Order
Sky T.V. Subscription	£216 *	Current Monthly Standing Order
Pool Table Rent	£480 *	Assume new rate of £40/month continues
Games Machines	£0 *	Assume free rent continues
Cleaning	£650	Current Weekly Cost plus £25 for additional work
Fire Extinguisher Services	£75	As last year plus small contingency
Bar Cooler Rental	£203 *	Assume current quarterly charge continues
Legal Fees/Licences	£50	Contingency (need more information)
Promotional	£200	Nominal sum
Sundries	£500	Assume £10/week consumable items eg bar & cleaning
Repairs and Renewals	£500	Allowance for building repairs and maintenance
Depreciation	£2,150	As 1995/6 and 1996/7
Sub Total	£8,667	Equivalent to: £167 per week
		Excluding * £145 per week

Playing Ground Costs

Grass Cutting	£0	Assuming Parish Council will be responsible
Pitch Repairs	£600	As 1996 Highground invoices
Sub Total	£600	

Overall Total **£9,267**

PIRTON SPORTS & SOCIAL CLUB
NOTES OF MEETING - 18 August 1997

Present:

Nick Sheridan (Chair)
Peter Bidgood
Steve Smith
Michael Goddard
Neil Frost
John Souster
Graeme Low

Apologies:

Joy Stimson
Chris Stimson
Dave Wallace
Lorna Sexton

Tim Weaver

check minutes for keys

7 min. meeting
Copies of the Minutes
Tuesday - Bus

1. Minutes of Last Meeting

Action

These were agreed.

2. Matters Arising

Water Leak - it was agreed that Three Valleys Water should be contacted to discuss whether or not the Club should be regarded by them as a commercial operation.

NS

Basketball 'D' - Chris Adams had agreed to a figure of £2,450 for laying the 'D'

3. Finance Report

PB said that he would not be presenting a formal report, but said that the Club was in credit though there were a number of outstanding debts and commitments that would need to be paid in the near future. A new mandate was being negotiated with the bank. It was agreed that NS, PB, JS and SS would become the signatories.

PB, MG and Joy Stimson would be liaising with regards a payment of £950 to the Parish Council. A decision as to what to do with the Basketball Account would need to be taken.

PB, JS, MG

PB submitted a form for recording electricity readings. It was suggested that recording readings should become part of the bar rota duties.

All

4. Plans for the Future

SS said that following his submission of the application for funds from the Parish Challenge, Richard Waters of NHDC had been in touch. Richard had responded very positively to the application. Richard is also an advisor on Lottery Fund applications. He had agreed to visit the premises with a view to providing assistance with any future application.

It was noted that following the success of the Summer fair, Owain Lister had offered a donation towards the basketball 'D'.

Repaired Sheds

NS said that he would like to form a sub-committee to oversee the various applications for grants. This issue should be added to the agenda for the next meeting.

** Write to Mr Mervyn Representative*
C I M. C o C - 1 4 2 1

5. Membership

The following membership applications were approved:

The Kozma Family
Aileen Kumar
R.K Worbey
Frank Hibbert
Irene Hibbert

6. Bar Committee

There is a dilemma as to what to do with regards the lager offerings. Greene King has offered Irish Harp as a replacement for the traditional Harp. Irish Harp has a higher alcohol content and is £5 per barrel more expensive. There is a need to offer both a strong and weak lager.

A training session for all bar rota volunteers needs to be arranged.

LS

7. A.O.B.

There are a number of building maintenance items that need to be undertaken. These included:

broken fire door
gutters
shutters
showers
kitchen (finishing off)

NS said that a working party should be organised to deal with these. This should be added to the agenda for the next meeting. In the meantime MG would speak to a carpenter to discuss assistance with fixing the fire door. NF offered the loan of a de-scaler.

MG
NF

Date of Next meeting - 8:00pm Monday 15 August

Pirton Sports and Social Club - Cash and Bank Summary at 10th September 1997

Balance of Bank Current Account £4,073
(Including Interest Bearing Account)

Short Term Commitments:

Balance of Loan Tom Gammel	£290	
Outstanding Interest on Greene King Loan account	£353	
Electricity Bill in hand	£454	
Electricity Accrued	£1,173	
Rates	£68	
Rank Leisure Pool Table Rent	£141	
Ludlow account - Toilet Rolls Hand Towels	£41	
Water Bill in hand	£286	
Greene King August Account + Accrual for Sept to date, say	£1,400	
Total Short Term commitments		£4,206
Net Position		-£133

Balance of Hard Court Fund Account £3,298

Basketball Account (Closed) £Nil

Greene King Loan Account - Initially £18000

Balance of capital owed. £13,800

(In addition, interest is owed as above)

(Repayments of Capital on schedule at £150 per month)

(Last payment due at current repayments - May 2005)

*Advise
Guarantors
Annually.*

PIRTON SPORTS AND SOCIAL CLUB

MINUTES OF MEETING - 15th ~~August~~ 1997

September

Present:

Apologies:

- Nick Sheridan (Chairman)
- ✓ Peter Bidgood
- ✓ Neil Frost
- ✓ Michael Goddard
- ✓ Graeme Low
- ✓ Lorna Sexton
- ✗ John Souster
- ✓ Steve Smith
- ✓ Chris Stimson
- ✓ Joy Stimson
- ✓ Dave Wallace
- ✓ Tim Weaver

None

1. Minutes of Last Meeting
These were agreed

Action

2. Matters Arising

- a. NS reported that he had written a letter to Three Valleys
- b. Water and was awaiting a reply. It had been requested that the water meter be moved out of the public right of way.

3. Finance Report

- a. Income Summary and a Cash and Bank Summary as at 10th September 1997 was discussed. The Cash and Bank Summary showed a slightly negative value. It was agreed that an annual report would be sent to all members.
- b. CS agreed to produce the half-yearly accounts in October.
- c. Loan by Tom Gammell to be paid off.
- d. Fees for cricket and football clubs to remain the same as last year. In future the cricket club to be invoiced at the start of the season.

CS
PB

4. Bar Committee

- a. Training of bar staff is still outstanding - LS to organise.
- b. Cartons of orange juice to be purchased for the bar.
- c. Price list must be put up so it is clearly visible.
- d. Opening hours of the club to be discussed during bar staff training sessions.

LS
MG
NF

5. Membership

The following membership applications were approved:

M.Smith
Chris and Heather Knights

6. Plans for the Future

- a. No reply had been received from Richard Waters of NHDC. NS to follow up.
- b. Owain Lister has expressed an interest in being involved in fund raising activities.
- c. MG agreed to contact Greene King to see if they can help with fund raising.
- d. Discussion on Fund Raising Sub-Committee concluded with NS to look for assistance within the village

NS
MG
NS

PIRTON SPORTS AND SOCIAL CLUB
MINUTES OF MEETING - 15th ~~August~~ 1997

September

7. Any Other Business

- a Working party at the Clubhouse on 21st September 1997.
- b. Cricket Club feel under represented on the committee. JAS to write to the Cricket Club pointing out that they have no formal representation. Any representative to be a full committee member.
- c. Agreed that SS to have a full set of keys for the Clubhouse.
- d. All payments for bookings to go to LS with a completed booking form.
- e. Caravans booked for 27th/28th February 1998. We are to offer to open the bar.
- f. SS to organise a "Gentlemen's Evening" through Lea Sports

**All
JAS**

Date of Next Meeting: Monday 20th October 1997 at 20:00

**PIRTON SPORTS & SOCIAL CLUB
COMMITTEE MEETING HELD ON MONDAY, 20 OCTOBER 1997
IN THE CLUBHOUSE, PIRTON RECREATION GROUND**

Present:

Nick Sheridan (<i>Chairman</i>)	Lorna Sexton
Peter Bidgood (<i>Treasurer</i>)	Steve Smith
Joy A Stimson (<i>Secretary/Minutes Sec</i>)	Chris Stimson (<i>Consultant</i>)
Michael Goddard	Dave Wallace
Graeme Low	Tim Weaver

Apologies: Neil Frost
John R Souster

1 Notes of Committee Meeting held on 15 September 1997

These were approved.

2 Matters Arising

2.1. Water - NS reported that he was awaiting a reply from Three Valleys Water and the current invoice was on hold. They had stated that they would look into moving the meter to a more appropriate location.

2.2. Cricket Club Representative on Committee JAS stated that she had only just typed up a letter so no reply received as yet.

Gentlemen's Evening - Saturday, 29 November: SS advised that Lea Sports had this in hand.

3 Financial Report

PB reported that he had repaid Tom Gammell and that the bar takings to date were creating a break-even situation.

Monthly Figures: Chris Stimson presented the figures up to 20 October (copy attached). Still to do the profit margin. There had been a break-in on Thursday, 16 October and it was estimated that the value of the stolen goods were approximately £150. It was agreed that security needed to be increased. It was noted that this had taken place on the day of our delivery from Greene King and also there were extra stocks on the premises due to the Pumpkin Clubs excess being in the cellar.

Insurance of Premises: PB reported that he had received a letter from our insurers regarding the renewal. They had also requested details of the alarm specification within 30 days. SS to ask Mark of Lea Sports if he could provide this information as he had been involved in installing the system.

4 Bar Committee Report

MG reported that the Greene King Representative would be attending our next meeting.

7.1 Training Sessions 12 people had attended and it went very well. There was to be a checklist displayed on the kitchen side of the door to the bar. It was agreed that cleaning up and restocking should be carried out at the end of each session.

7.2 Pool Table The use by children was discussed and it was agreed to display a sign reading 'Children are only allowed to use the Pool Table at the discretion of the bar staff'.

7.3 Wexford Pump MG stated that this pump was not leaking, it was just condensation from the cooler.

7.4 Security & Stock: It was agreed that stock should be dispersed around the premises in view of break-in. The security aspect to be discussed at length later on.

5 Membership Report

GL reported that 49 applications from Lea Sports. These were voted on as a block. GL pointed out that the dates did not coincide with our year but it was agreed that these would always be in arrears. GL to display updated list behind the bar.

6 Plans for the Future

6.1 Committee - NS reported that this was now formed - Owain Lister, Nick Sheridan, Roger Southam and Tim Weaver. They were to have their first meeting shortly.

6.2 Parish Challenge NS had received a reply and stated that they had looked on our application favourably but with a view that it would be best to progress this next year together with an application for National Lotteries monies.

Cont'd/...

7 Organising Committee Report

7.1 Pirton Summer Fair A letter had been received from the Chairman, Owain Lister, thanking PSSC and advising that they would like to do the same again next year. The date being planned for Saturday, 4 July 1998 and requested use of the facilities. This was agreed and LS to put in the diary for 1998. JAS to write to confirm and also to send cheque for the donation of £100 for this year's event.

7.2 Quiz Night - Friday, 24 October: All to get people to come along. ALL

7.3 Horse Race Night - Saturday, 22 November PB stated that this was now organised and people would be approaching members to buy horses for the event. All to encourage friends and family to come along. ALL

7.4 Casino Night This had been planned for 24 January 1998. However, it was pointed out that this date would clash with the School Association Burn's Night. It was agreed that PB should try to rearrange it to take place on Saturday, 31 January.

7.5 Valentine's Eve - Saturday, 14 February: It was suggested that perhaps we do a joint venture with the Playgroup/School Association with Live Music at the Village Hall. PSSC to run the bar, DW to arrange music etc. Sort with other group first.

8 Any Other Business

8.1 Bar Rota - Saturday afternoons: LS reported that she was finding it difficult to get people to do this slot. TW offered to do some. Also a problem on Tuesdays, all to try and help.

8.2 Cleaning: It was reported that the standards had slipped. JAS to speak to the cleaner. NS & PB to try to obtain a decent Hoover.

8.3 Lighting Towers One set had blown down. SS had obtained some new lamps. CJS to check situation on a tower at his works.

8.4 Christmas Raffle: PB reported that Pato Diaz had offered to run this. PB to look into obtaining a licence.

8.5 Food in Freezers (PSA): LS questioned if this could be sold. It was agreed.

8.6 Break-In and Security: This was discussed at length. It was agreed that money should be spent on deterrents seen from outside rather than on internal precautions. MG/NS to meet regarding organising steel welding. PB to get some professional advice. It was pointed out that this was only the third time in 27 years.

8.7 Maintenance: SS reported that the light in the Away Team Dressing Room was not working. PB to sort.

8.8 Insurance for bar Workers: It was confirmed that a third party liability was in force.

8.9 Pirton School Association Meeting: It was pointed out that their meeting was due to take place on Thursday that week. Someone to ensure the bar open on time.

9 Date and Time of Next Meeting: Confirmed to be Monday, 17 November at 8pm. Next 15/12.

Dates for 1998: ALL to put in 1998 diary & LS to put in as bookings, are: Third Monday of the Month i.e.

19 January, 16 February, 16 March, 20 April, 18 May, 15 June, 20 July, 17 August, 21 September,

19 October, 16 November: & 21 December.

/End.

Joy Stimson
30 October 1997

Att. Cash & Bank Summary as at 20.10.97

October

Pirton Sports and Social Club - Cash and Bank Summary at 20th September 1997

Balance of Bank Current Account **£4,048**
(Including Interest Bearing Account)

Short Term Commitments:

Balance of Loan Tom Gammel - Repaid since last meeting	£0	
Outstanding Interest on Greene King Loan account	£353	
Electricity Accrued	£1,281	
Rates	£34	
Rank Leisure Pool Table Rent	£94	
Water Bill in hand	£286	
Additional Water accrued - say	£30	
Telephone Account to hand	£40	
Repair Account to hand	£30	
Greene King September Account + Accrual for Oct. to date, say	£1,700	
Total Short Term commitments		£3,848
Net Position		£200

Balance of Hard Court Fund Account **£3,298**

Greene King Loan Account - Initially £18000
Balance of capital owed. **£13,650**

(In addition, interest is owed as above)
(Repayments of Capital on schedule at £150 per month)
(Last payment due at current repayments - May 2005)

PIRTON SPORTS AND SOCIAL CLUB

NOTES OF MEETING

MONDAY 17th NOVEMBER 1997

IN THE CLUBHOUSE, PIRTON RECREATION GROUND.

PRESENT: Mike Goddard (Meeting Chairman), Dave Wallace,
Steve Smith, David Saunders, Joy Stimson,
John Souster and Peter Bidgood.

Also present, part time was Sue McGregor of Greene King.

The Meeting Chairman welcomed to the Committee Dibby Saunders as a representative of the Cricket Club

- 1 APOLOGIES were received from
Nick Sheridan, Neil Frost, Graeme Low, Tim Weaver
and Lorna Sexton

5 BAR COMMITTEE

To allow Sue to leave this item was taken out of sequence.

It was reported that in the transfer of GK operations from Biggleswade to Bury St Edmunds the Cellar Keys had been mislaid. Sue will contact MG to confirm that they cannot be found and if this is the case GK will pay for new locks.

The proposed change to Carlsberg Lager required a change by GK Cellar services and SM would arrange this.

SM agreed to arrange for the replacement of the faulty barrel of Wexford.

SM reported that the club had sold the equivalent of 22 trading barrels in the half year and that this was a 20% increase of the same period last year.

SM reported that our loan stood at £13650 at the 19th October 1997 Sue did however report that she had been advised that our interest for last year was overdue. The committee did not agree with this and SM will investigate and advise PB direct.

MG agreed to pass to NF the details of the special Christmas deals offered by GK.

SM will arrange a Brewery visit in the summer of next year.

It was noted that following the break ins and the replacement of the door there was a need to clean the Cellar. It was also reported that the Bar area also required cleaning (Felicity does not have access) MG agreed to ring round to assemble a working party as soon as possible.

2 APPROVAL OF NOTES OF MEETING HELD ON 20th OCTOBER 1997

The were approved by those present as a true record.

3 MATTERS ARISING

Water NS dealt with this and other matters in his written report and copies were circulated (copies attached for the not present).

Lighting towers. Several new scaffold poles had been acquired and a working party from Lee Sports will re-erect them.

Concern was expressed that the opening of the club for events screened on Sky was haphazard and it was agreed that the committee should make an effort to give notice of our opening for these events so that proper publicity could be given.

4 FINANCIAL REPORT

PG had no financial information to report.

5 BAR COMMITTEE

see above.

6 ORGANISING COMMITTEE

Race Night. Organisation was well under way. PB reported that horses had been presold for various races. A sponsor was still required for one of the races. It was hoped that at least fifty tickets for the event would be sold.

The date of the Casino night had been changed to 31st January 1998 to avoid clashing with other village activities.

It was agreed that it the club should not organise a Valentine evening in conflict with others. The Organising Committee to investigate the possibility of joining forces with the other groups that had previously arranged this event.

SS reported that Lee Sports Gentlemans Evening was now well in hand! and few tickets remained. The price of these had been kept low as it was hoped that Lee Sports could receive some benefit from the Bar profits. SS, PB and NF to consider the level of contribution from the proceeds. MG to liaise with NF to ensure that sufficient stock available.

Christmas raffle tickets were now to hand and PB passed to each committee member a quantity for them to sell.

7 MEMBERSHIP REPORT

New Members 4 memberships sponsored by Lee Sport were approved.

PB distributed current membership cards that had been prepared.

8 PLANS FOR THE FUTURE

The report from NS previously circulated was not fully discussed because of the absence of sub committee members NS and TW. The points raised were noted and were appropriate action will be taken.

9 BOOKINGS REPORT

The only matter discussed was the use of the club by Mrs Castles family it was agreed that the club could be used. The Bar would be opened subject to staffing.

10 ANY OTHER BUSINESS

CLEANING

It was agreed that Felicity would be furnished with a list of events so that she could not only be aware when the club required to be in pristine condition but also that she was aware when football use on Tuesdays meant that the corridor and changing rooms should be left until later in the week.

Felicity will not be able to work in the week between Christmas and New Year if necessary a working party will have to be formed to carry out the work in this period.

SECURITY

The new steel door to the cellar is nearly complete. PB and NS have met CAMS ALARMS to arrange for them to upgrade the present system and to provide information for our insurers.

The meeting closed at 9.40pm

Next Meeting 15th December 1997

PIRTON SPORTS & SOCIAL CLUB
COMMITTEE MEETING HELD ON MONDAY, 15 DECEMBER 1997
IN THE CLUBHOUSE, PIRTON RECREATION GROUND

Present:

Nick Sheridan (<i>Chairman</i>)	Graeme Low
Peter Bidgood (<i>Treasurer</i>)	David Saunders
Joy A Stimson (<i>Secretary/Minutes Sec</i>)	Lorna Sexton
Neil Frost	Steve Smith
Michael Goddard	John R Souster

Apologies: Dave Wallace
Tim Weaver

Action

1. **Notes of Committee Meeting held on 17 November 1997**
These were approved.

2. **Matters Arising**

2.1. Flowers for Mrs Castle's Funeral - LS reported that due to the fact that she had not been present at the last meeting had agreed to purchase some flowers at a cost of £8.00 on behalf of the Club. The Clubhouse was used and the bar was manned for the lunchtime period.

3. **Financial Report** (see attached papers)

PB presented the attached papers. He stated that for some unknown reason the rental for SKY had risen from £18 to £30 and he would query this with SKY. There was an £800 profit at present. JRS raised a query about the electricity readings and PB advised that the meters were reading vice versa at the moment.

PB

Water Leak MG advised that they were coming round to deal with this but in the meantime the meter was still clocking up on the bill. NS stated that he had contacted the Water Board and an amended bill had been received. NS was in discussion regarding the fact that they were charging us as a commercial establishment. It was anticipated that we would get a 30% reduction but this would still leave £258.88 owing. NS to progress situation regarding the position of the meter.

Race Night Event: PB advised that he was still awaiting some sponsorship monies but it looked like the event would raise a profit of £120 plus the additional bar takings.

Lea Sports - Gentlemen's Evening: PB reported that the bankings for that weekend were £883 and it was agreed to donate £200 to Lea Sports after taking into account the damage costs which had been incurred for the burns in the carpet, recharging of the fire extinguishers, toilet seats and shower head.

Discussion took place regarding the way in which we need to deal with other organisations and running bars for them. It was agreed that an outline proposal should be discussed at the next meeting. JAS to put on the agenda for the next meeting.

JAS

4. **Bar Committee Report**

The Bar Committee were to put together a format for outside bars and circulate information before the next meeting and then to be discussed at the next full Committee Meeting. Points to consider: (1) Our cost price, (2) Charge £125.00 to include equipment, pipes, gas, etc (3) Breakages or loss of equipment to be charged at 50p per glass and at cost for equipment. Need to resolve for Pirton School Association Burn's Night it was suggested that we just supervise at Club and other end with glasses to be returned cleaned by 11am. Later in the meeting it was noted that we also had a booking for the use of the Clubhouse on the same date as the PSA Burn's Night and it was agreed that we could accommodate this by obtaining additional trays of glasses from the brewery and getting additional pipes and gas.

**Bar
Comm**

Supplies : NF pointed out that he was unable to do the ordering at the present time due to business commitments. Bar Committee to sort this problem amongst themselves. NF advised that back up supplies of crisps and nuts were now in tin chest in cellar. It was pointed out that stock was not being faced up

**Bar
Comm**

New Alarm System: It was pointed out that although a new alarm had been fitted it was still the same security code.

Brewery Trip: This was being organised for 8 July for 15 people during the day with lunch being provided.

5. **Organising Committee**
Casino Evening - Saturday, 31 January 1998: It was suggest that this event be a black tie event. All Committee Members to try to sell tickets. **ALL**

6. **Membership Report**
 GL reported that a new list was now available and that it included Lea Sports members, 28 Life Members and 229 Ordinary Members. All cards had now been issued and spot checks should be carried out.
 It was suggested that Jim & Helen Davis be given Life Membership in recognition of his donation and help in supplying and fitting the kitchen. NS to advise them. GL to issue membership cards. **NS/GL**
 There was still some complication regarding the Cricket Club membership. GL/DS to sort. **GL/DS**

7. **Bookings**
 LS reported that she had Lea Sports Executive Meeting, Rotary Club Fund Raising Evening 24/1 and Casino Night 31/1 Also Motorvans 27/28/29 Feb.

8. **Plans for the Future**
 NS reported that things were progressing. It was requested that the plans be put before the Cricket Club so they could voice any disagreement before the plans go in. Lighting would be included in the application NS/SS to discuss Club house alterations, etc. Application needs to go in in Feb/Mar 1998. NS approaching the Parish Council regarding the Licence extension as needed to have a minimum of 21 years from day of Lottery grant. NS to request an informal meeting to discuss security of tenure. **NS/SS**
 Nothing heard from the Parish Challenge people. **NS**
 It was felt that we should publicise our plans in the Parish Magazine and push that any funds raised were to go towards the improvements. **DW**

9. **Any Other Business**
 (a) Cleaning: NS to try to purchase a commercial hoover. It was pointed out that another extension lead was needed for the cleaner as not enough lead and the previous extension lead was no longer available. PB raised the point that the cooker was in a disgusting state when the Cricket Club used this on Saturday. NS had thoroughly cleaned it before the kitchen was finished and according to bookings should not have been used by anyone. **NS/NF**
 (b) Glasswasher: NF to see what he could do regarding outright purchase and monthly payments. **NF**
 (c) Lea Sports Local Cup Final - 10 May 1998: SS requested if food could be provided for this event as per last year. Also suggested that another Football Club v Cricket Club be organised.
 (d) Christmas Draw: To take place on Sunday
 (e) Bar Volunteers Dinner: It was suggested that a dinner be arranged for all bar volunteers and partners as a way of thanking them.
 (f) Band Practice Sessions: LS stated that her sons' group had used the Clubhouse for band practice and wondered if there could be a reduction in the charge as they were not earning much. It was agreed to charge £2.50 per hour subject to no heating being used and no complaints being received regarding the noise element.
 (g) Bins in Recreation Ground: As these needed to be emptied using a key, it was requested that Committee Members do this using the key which was now located in the kitchen area. **ALL**

10. **Date of Next Meeting:**
 This was confirmed to take place on 19 January 1998 at 8pm. A list of dates for 1998 is attached, the December meeting will probably have to move to the week prior due to it being rather close to Christmas break. **ALL**

/End.

Joy Stimson
 7 January 1998

Att. Financial Report, List of Meetings for 1998

Community A/c					16.41
Business A/c					4033.1
					4049.51
Receipts		1148			
		105			
					1253
Uncleared cheques					
	29	-43.05			
	153	-100			
	TV Licence	-7.45			
	159	-103.78			
	G.King 160	-729.44			
	Sky	-30			
	161	-94			
	GA bonus	-40.29			
					-1148.01
				TOTAL	4154.5
Receipts					24162.12
Payments					-20007.72
				TOTAL	4154.4
	Outstanding Inv	Rates	34		
		G.K. / Nov a/c	1052.03		
		Rank / Nov a/c	47		
		Electricity	1000		
		Water	250		
		Alarm	628.62		
		G.K. Interest	172.02		
		G.K Interest	175.56	3359.23	