Minutes of the Meeting of the Trustees of Wem Sports and Social Association CIO held on Thursday 4th January 2024 at 14.00 in the Town Council meeting room, Wem Library, High Street, Wem

Present:, B Barker ( Meeting Chairman), M Meakin, S Starkey, S Griffiths,

Penny O’Hagan – Secretary,

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| **1** | **Apologies for Absence –** to receive.  The following apologies were noted Alan Walker, John Ralphs – Groundsman  Absent R Drummond, E Towers. |
| **2** | **Meeting Minutes** – to approve as a correct record the minutes of the trustees meeting held 22.11.23  **Resolved:- to approve the minutes of the meeting held on 22.11.23 and they were duly signed as a true record.** |
| **3** | **Progress Report** - To receive a report from the Secretary and Groundsman  **Resolved:- to note the secretaries report.** |
| **4** | **Finance**  a) To receive 2023-24 budget report to 31.12.23  **Resolved:- to note the report.**  b) To consider any outstanding income  The secretary reported that income was still outstanding from Meole Brace Under 15’s and Wem 10k hire of the Butler Spots Centre and this was still being chased.  c) 2024-25 budget - to review and consider matters deferred from 22.11.23  A lengthy discussion took place on the budget and the need for it to be reviewed to set a balanced budget as the budget considered in November omitted an allocation to ear marked reserves which set a deficit budget of over £3000.  **Resolved:- to make the following changes to the 2024-25 budget (attached).**  **Reduce expenditure on**   * **Butler Sports Centre utilities from £6000 to £4500** * **Changing room maintenance from £4000 to £3000** * **Msc grasscutting expenditure from £1000 to £500** * **Wem Bowling Club reduce contribution from £2200 to £1700 and to reduce the contribution allocation made to Wem Bowling club by £500 per year for the next 3 years** * **Maintain changing room cleaning budget allocation of £2500.**   **Income Increases**   * **Wem Albion Club rent to £250** * **Bank interest way/leave to £260** * **Commit to freezing rent for Wem Bowling Club for 3 years.** |
| **5** | **Trustee Vacancies –** to consider nomination put forward by Wem Tennis Club  **Resolved:- to**   * **approve the nomination of Wanda Ollerenshaw subject to a meeting being held with Wanda and the Secretary to ensure she is fully aware of the role of the trustee discuss in more detail the role of a trustee.** * **contact Wem Town FC to ask whether they wish to nominate someone to be considered as trustee.** * **discuss at the next meeting trustee vacancies and composition of WSSA.** |
| **6** | **Asbestos Report and Management Plan –** to consider.  **Resolved:- to approve the report and management plan** |
| **7** | **Martyns Law -** to consider implication for future hire of facilities for events.  **Resolved:- to note the briefing and await more clarification on the new law and its impact on venues hired out by WSSA.** |
| **8** | **Other Matters of Concern –** for consideration.  Carnival Container – The Secretary reported that a request had been received from the carnival committee to site a container next to Wem town FC’s container to allow then to store carnival equipment in it.  **Resolved:- to defer to the next meeting but in the meantime to arrange a site meeting to discuss the proposed location in more detail.**  The Secretary suggested way sin which WSSA could raise its profile in the community and encourage more involvement by the sports clubs.  **Resolved:- to consider the suggestions at the next meeting of trustees**   * **To create an Annual Wem Sportsperson of the year Award with nominations for the award being made by sports clubs** * **To develop a Wem Festival of Sport to give sports groups the opportunity to demonstrate their sport and encourage new members.** |
| **9** | **Date of meetings -** to set date of next meeting.  **Resolved:- to hold the next meeting on 7th March 2024 at 14.00.** |

Meeting ended meeting 15.40

2024-25 WSSA Budget

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| **Expenditure** | **Budget** |
| **Pitch and changing rooms** | **2024-25** |
| changing rooms cleaning | £2,500 |
| insurance buildings | £2,200 |
| Utilities electric / water | £4,500 |
| rates | £200 |
| repairs/ maintenance inc shed | £3,000 |
| equipment | £500 |
| Floodlights | £1,300 |
| football pitch | £2,000 |
| Statutory checks | £2,750 |
| Clubhouse | £0 |
| **Total** | **£18,950** |
| **Grasscutting/ Machinery** |  |
| Insurance | £1,850 |
| Fuel | £3,750 |
| machinery and equipment\* | £1,000 |
| Repairs/ renewals | £500 |
| msc | £500 |
| **Total** | **£7,600** |
| **Recreation Ground** |  |
| Machinery and equipment | £100 |
| Water | £200 |
| repairs/msc |  |
| **Total** | **£300** |
| **Administration** |  |
| Audit | £470 |
| sundries membership | £100 |
| Legal Fees | £500 |
| bank charges | £100 |
| **Total** | **£1,170** |
| **Fireworks** |  |
| Display costs | £3,000 |
| Misc | £500 |
| **Total** | **£3,500** |
| **Bowling Club** |  |
| Allowances | £1,700 |
| **MSC** |  |
| msc |  |
| **Total Expenditure** | **£33,220** |
| **Transfer to earmarked reserves\*** | £7,000 |
| **Total** | **£40,220** |
| **INCOME** |  |
| Wem Town Council | **£14,000** |
| Wem TC Machinery Contribution\* | **£7,000** |
| **Rents & Contributions** |  |
| Tennis club rent | £850 |
| Albion Bowling Club rent | £250 |
| Rec Grd rents | £1,000 |
| Floodlighting reimbursement | £800 |
| Wem Town FC Contribution | £9,270 |
| Other hire fees | £500 |
| Clothes bank | £150 |
| schools hire |  |
| Bowling Club rent | £1,360 |
| Scout use | £300 |
| Powell Cup hire fees | £560 |
| Clubhouse rent | £10 |
| **Fireworks** |  |
| Fireworks Income | £3,500 |
| **Msc** |  |
| Water BC | £300 |
| Interest / Wayleave | £260 |
| sundry | £50 |
| Reimbursement clubhouse |  |
| Tennis club water | £60 |
| **Total** | **£40,220** |
| deficit / profit | **£0** |