

LEISURE DIRECT

Minutes of Executive Committee Meeting Held on Friday 22nd July 2016

Present

Gil H (Chairman)
Sam P (Vice-Chair)
Julie W (Treasurer)
Claire S (Leisure Organiser)
Chris P (Committee Member)
Pat W (Committee Member)
Claire J (Committee Member)
Joshua W (Committee Member)
Rosaleen H (Committee Member)
Frances F (Committee Member)
Margaret F (Secretary)

Apologies

Sandra M (Committee Member)

1. Minutes of the Last Meeting

These were agreed and signed by the Chairman.

2. Matters Arising

Sam asked if we need to look at the Scottish Widows account in view of the fact that it is over the limit guaranteed by the bank. Julie replied that she will be reviewing the accounts to ensure the best options for the charity.

Claire attended the ASSSD (Annual Sponsored Swim Stevenage and District) AGM. We collected £647 in sponsor money and were awarded £416.50. The Odyssey Club will no longer host the event so, unless a new venue is found, there will be no ASSSD swim this year.

Claire said that she has asked Sandra to find out if we can organise our own sponsored swim on 9th October at Hitchin pool.

Action Sandra M

Julie has not seen her contact at Lloyds Bank in Letchworth to ask who the staff charity representative is. Ongoing.

Action Julie W

Claire said that we now have a Leisure Direct gazebo, banner and pop-up. Sharon demonstrated how to put up the pop-up.

Margaret has written a thank you letter to the parent of one of our members who kindly donated £50 to Leisure Direct.

Carol B has been offered the role of volunteer with Leisure Direct.

3. Chairman's Report

Gil gave out copies of his report. Julie and Gil have carried out staff appraisals.

4. Fundraising Sub-Committee

Chris reported that we raised £1539.50 for the Rotary Club charity walk. 25% (£385) went to the Rotary Club for their charities and £1154.50 for Leisure Direct.

The sale table at the Jackman's on 5th July raised £84.80.

The raffle at croquet on 13th July raised £25.

The Welwyn Garden City car park on 2nd July raised £167. There was a discussion about whether to book this again as it involves a lot of volunteers over the 8 hour period. The sub-committee to decide.

Action Fundraising Sub-Committee

Sainsbury's Charity of the Year - we have not heard anything. Claire will contact Sainsbury's to ask if any decision has been made.

Action Claire S

Future events:

Tesco Baldock bag packing on 15th October

Raffle on Potters coach

On 17th September the North Herts CVS are holding an event at Church House in Hitchin to help promote 6-8 charities, who are NHCVS members.

Although not allowed to sell cakes, we could have a sale table or some other fundraising activity. The Fundraising sub-committee to decide.

Action Fundraising Sub-Committee

Ongoing:

Copper jar, easyfundraising, easysearch and just text giving.

5. Grant Application Sub-Committee (GAS)

Gil gave out copies of his report.

He also reported that Letchworth Heritage Foundation has a new 4-part grant scheme. The two parts relevant to Leisure Direct are:

- Club Together: Up to £500 for social occasions, day trips etc.
- General: £50K for salaries, operating costs and training over 3 years

6. Treasurer's Report

Julie gave out copies of the accounts as prepared by Sarah and said that all accounts are in good order. She would like to look at invoices waiting to be paid to gain a full picture of the accounts. It was agreed Julie will view the folder containing invoices to be paid.

7. Leisure Organiser's Report

Claire gave out copies of her report. Margaret said that Jon had asked for some more outdoor games to be included at the croquet in future. Due to the large number of members attending, everyone had less time to play croquet and it was difficult to get all the games finished in time. It was agreed that next year there will

be other activities such as skittles and Gil has thought about ways of speeding things up and maybe using two croquet sets .

8. Safeguarding

There were no safeguarding issues to report.

9. Correspondence

Leaflet about Henlow Dog Racing.

10. Any Other Business

Julie said that, during her recent appraisal, Sharon had asked to be able to access the on-line bank account in order to view transactions (not to authorise payments) to help resolve members' payments issues.

The committee agreed.

Proposed by Julie W

Seconded by Gil H

Agreed unanimously

Sam said that the Letchworth Braveherts Rugby Team has been accepted to play in the Second Mixed Ability Rugby World Championships. They are currently fundraising to enable them to take 30 people to Spain for this event. Claire will put this in the next Newsletter/on Facebook.

Action Claire S

The Icknield Centre proposed an increase of 10% on our office rent but, following negotiations with Claire, this has been lowered to 5%. The committee agreed to accept this.

Proposed by Sam P

Seconded by Gil H

Agreed unanimously

The committee agreed that Claire should "fast track" Karen W and offer her the role of volunteer with Leisure Direct.

Action Claire S

Some ideas were put forward regarding using more funds for the direct benefit of members.

Sam asked if we could have some stronger Leisure Direct bags. Claire said that Sharon has ordered new bags, t-shirts, fleeces and caps.

Julie asked Claire to list the cost of ticketed/coach events with/without coach cost and with/without volunteer costs for the next few relevant activities.

Action Claire S

11. Next Meetings

Friday 26th August 2016 at 3.15 pm.

Friday 23rd September 2016 at 3.15 pm