

# Aylesbury Tennis and Squash Club

## Minutes

**Aylesbury Tennis and Squash Club - Chairs  
Committee Wednesday 30<sup>th</sup> July 2025 7.30pm,**

### Attendees

Oliver Field	Squash Chair	OF
David Wright	Tennis Chair	DW
Simon Dennis	Bar Chair	SD
Darren Franklin	Club Treasurer outgoing	DF
Keith Dale	Club Treasurer incoming	KD
Isabella Vasilescu	Squash Treasurer outgoing	IV
Elaine Sidhu	Squash Secretary	ES
Bop Mistry	Squash Finance	BM
Marshall Evens	Tennis committee	ME

Ref	Item	Action
1.	<p><b>Welcome</b> OF welcomed all to the meeting and thanked everyone for coming. He explained the purpose of the meeting was to ensure active communication.</p>	
2.	<p><b>Apologies</b> Ashley Bailey Absent Ken Shaw <b>Declaration of interests</b> (in the agenda) None received</p>	
3.	<p><b>Approve Minutes of Last Meetings</b> No minutes were available. It was noted that the last meeting consisted mainly on a discussion around finance actions and plans.</p>	
4.	<p><b>Actions arising from last meeting</b> Review employee contracts for Administration/Bar roles and make necessary adjustments – SD</p> <p style="padding-left: 40px;">No real progress yet. Started managing holidays but still need to give out contracts which have had some changes made to them.</p> <p>Gather data on past and upcoming functions to analyse the bar's financial performance - DF</p> <p style="padding-left: 40px;">This has been done as part of tax returns. Functions are up. Last 18 months breaking even. Group could ask Maxine to do a comparison from this year to last year. Should do some marketing but need time to do this. Q2 down on Q1 this year</p>	

	<p>Follow up with the plumber and flooring contractor to get updated quotes for improving the ladies and men's changing rooms – SD</p> <p>Did meet another plumber as original one didn't come back despite chasing. Expecting a quote for shower cubicles for ladies and rest of work within the next week. It was stressed that if tennis do not want to contribute to the cost of the update of the changing room then members would lose the use of it. This does not affect the toilets though that tennis will contribute to.</p> <p>How much would contribution be? Not known yet . Fob analysis showed about 70/30 split.</p> <p>Investigate whether the club has an existing asbestos survey and, if not, get one done. -SD</p> <p>Completed and circulated. No high risk items</p> <p>Explore potential grants or funding options for facility improvements, including disability access. -All</p> <p>SD confirmed he is dealing with LTA, they are a short fall funder (make up shortfall of any money club raises) HS2 are also giving money to various projects so can try them too. Also can e mail council but need to find someone to find the time to do all this. This has been done for Padel but we could do this for changing rooms.</p> <p>The application for funding ideas has been lingering around for a while but no one willing to take it on so action closed</p> <p>Initiate conversations with the Sports Club about the possibility of adding paddle courts. -SD</p> <p>Completed and on agenda</p> <p>Investigate next steps for Architectural survey for options around Changing rooms and toilets. -All</p> <p>Completed</p>	
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	<p>Update the re-charge spreadsheet base on up to date process/figures. -DF</p> <p>Completed.</p> <p>Fire &amp; Safety (+ other ) training for staff to be chased up with deadline. – SD</p> <p>Still outstanding. SD confirmed that of staff have not completed training by a certain date, they will not get shifts allocated.</p>	
5.	<p><b>Finance report/Treasurer update</b></p> <p>General club Bar – Profit 2k in Q2 (draft). 50K in bank. ES to ask Alex who undertakes social media for squash if she would promote club as doing such a good job on social media Bar on sage. Clubhouse, squash and tennis is different but would like to get them on sage so can start inputting from next year. This will make things so much easier and quicker Intention to work together to get this set up. Keith will communicate with everyone Squash finance breaking even this quarter due to court maintenance.</p>	<p>ES</p> <p>KD</p>
6.	<p><b>Bar/Pavillion Update</b></p> <p>Inc. Cleaning Contract, Changing Rooms Cleaning contract copy circulated. Someone needs to meet with company. Simon to walk around with company and discuss if hours could be dropped. Should embrace technology such as robot cleaners. Cleaners should concentrate on changing rooms Contract is £15k at present. Office Space – Difficult conversation on Whats app. JWT agreed to pay £150 for use. Need to find out if he is actually paying this. As this agreement was 3 years ago, this fee should increase. Discussion followed on whether all should increase all contracts each year. It was agreed it should be considered but not definitely undertaken. <b>Post meeting update:</b> Finance team able to see payments from JWT.</p>	<p>SD</p>
7.	<p><b>Tennis Update</b></p> <p>Did member survey on what part of facilities they should focus on. Courts 5,6,7 astro courts are worn and top of the list. £20k per court to resurface. Looking to do this in 2 years. Also Issue with lights. Membership similar to last year with 346 members with 170 of these juniors</p>	
8.	<p><b>Squash Update</b></p> <p>Court maintenance completed. Issues with drainage still. Also have leaking roof on court 1. About 3 years ago, telnec repaired</p>	

	<p>this roof so need to contact them and see if the roof is under guarantee  Darren and Simon look for info on this  290 squash members – static. Court income down over last few weeks, this could be due to weather or end of squash season and start of racquetball which takes up less courts  IV and BM will meet to discuss treasurer role</p>	<p>OF SD/DF</p> <p>IV/BM</p>
<b>9.</b>	<p><b>Padel Update</b>  Trying to raise money. Sport company agreed to give £40k - £20k on loan and £20k grant. Talking to LTA but they want more pay and play to make facilities accessible to all . Also talking to council and HS2.  Need to get agreement about using some club funds for this. Planning permission needs to be sought. Squash and Club agreed to help fund this, Do tennis agree to pay towards this? Likely £5-10k. Tennis want to understand the cost before they commit. SD will send on a quote</p> <p>Will be located beside clubhouse. Cricket will need to move a little and put netting up. £70k for uncovered and £120k for covered court, Would be financially better to build 2 at the same time. Formal thanks to Daren for helping with spreadsheet  SD will hold an evening to discuss with all members and offer investment opportunities</p>	<p>SD</p> <p>SD</p>
<b>10.</b>	<p><b>Data Protection and safeguarding</b>  Squash has DPO who is working with Maxine. Need tennis DPO to link. Do tennis have one? Think it may be Ken, but will need to check. David will find out</p> <p>Safeguarding leads got together. Good sign to see them working. Tennis have agreed on a joint survey to go out to all members to see how they are feeling. Tennis think their lead is maintaining bar/pavilion spreadsheet</p>	<p>DW</p>
<b>11.</b>	<p><b>Health and Safety</b>  Issue with the leaking roof on squash court 1. Would shut court if needed. H&amp;S is tracked by Squash on an App, Tennis use their own system, Simon T has a folder. Group discussed needing to better understand what each person/areas does, for example Simon T Does fire alarm testing etc. SD to discuss with Simon T to ensure no duplication of tasks and so we can get a clear understanding of what everyone does.</p>	<p>SD</p>
<b>12.</b>	<p><b>AOB</b>  SD to set up Keith on accounts to make payments and have access.  Bop/ Keith to have access to squash account. I</p>	<p>SD</p> <p>OF</p>
<b>13.</b>	<p><b>Dates and Time Next Meeting</b>  To meet quarterly. Next meeting Wednesday 12<sup>th</sup> November</p> <p>Thanks given to DF for all his work and support</p>	<p>ALL</p>