

Minutes of KTCSC Meeting held on Thursday 27th July in the Clubhouse (7:30pm)

Present: Ian Russell (Chair), Sue Russell, Tom Sellers, Martin Reece, Simon Hawes, Luke Doughty, Greg Titcombe. Michael Tartaglia, James Bambridge

Apologies: Barry Coe, Matt Bennett, Michelle Tanser

	Agenda Item	Notes	Actions
1	Minutes from 29 th June 2023	Accepted	
2	Finance forecast	TS presented the latest 2023 forecast	
3	Works to do	<p>Updated Works to do List attached as Appendix 2.</p> <p>Solar Panels – ECB have agreed to 50% funding – works need to be done by 20th Jan 2024. Still awaiting FA decision. IR to make application to Mick George</p> <p>Still waiting for British Rail to attend meeting re getting some netting put up to stop losing cricket balls.</p>	<p>IR to progress</p> <p>MR to progress</p>
4	Section reports	<p>Cricket: All adult teams in contention for promotions. Junior teams doing well winning leagues, cups etc. Golf day held recently.</p> <p>Archery: Beginners courses on Sat 29th July and Sat 5th Aug</p> <p>Rifle: 4 leagues in progress – these end in September when winter leagues start. Concerns raised re parking. TS to get some more white lines painted and to contact sections to get them to ask their members to park considerately and sensibly</p> <p>Hockey: 2023/24 fixtures list due soon. League starts 16th Sep with friendlies on 2nd and 9th. Training starts 14 Aug. Summer hockey still being played. 13 Volunteers have agreed to hep on Friday of Beer Festival. Questions raised re league hockey games on Beer Festival Saturday eps re teas. Suggested that opposition are given tokens (paid for by hockey section) for food that will be available on Saturdays (burgers etc etc) . TS to talk to BC and MB</p> <p>Football: Tournament plans on going. JB to contact grass cutting man re extra cuts. SR to contact Kettering Tennis re access road being “closed” on the 2 Sundays (pedestrian safety issues). GT to contact Rifle members re their access if they do not use the REC car parking</p> <p>Tennis: SR to contact Grass cutting man re his ability to cut grass behind tennis courts (for beer festival parking). TS to contact Jon Stables re a “friendly farmer”</p>	<p>TS to progress</p> <p>TS to progress MB to progress SR to progress GT to progress</p> <p>TS and SR to progress</p>
5	Beer Festival	<p>Date now changed to weekend of Sep 23rd as there are now cricket league games at start of September. Opening times: Friday 4pm to 10pm, Saturday 12pm to 10pm, Sunday 12pm to 4pm</p> <p>See Appendix 3 for summary of actions done / to do</p>	

6	Functions	<p>Aug 1st – Archery Quiz night Aug 13th – Football tournament Sep 22nd/23rd/24th – Beer festival Oct 27th – Hawsk Halloween party Nov 5th – Archery All day shoot Dec 16th – 21st party</p> <p>Aug 20th – Football tournament Oct 20th – Greg Quiz night Nov 4th – Mark Baker 40th Dec 2nd – Ellie Mulligan 21st Mar 22nd – Greg Quiz night</p>	
7	AOB	<p>LD reported that there were a number of “free” offices from Robert McAlpine. These could be of use as extra changing rooms for football. LD to obtain sizes so locations can be considered. Waiting for McAlpine</p> <p>200 Club refresh: TS has sent out details to sections for them to push their members</p> <p>A bigger trophy cabinet would be a good idea for sections to use. TS reported these are in region of £1500. GT mentioned checking out Auction houses</p> <p>LD asked about the possibility of a Social Section for the main sports club – to be discussed in more detail after the beer festival</p> <p>TS to contact Breathing Space people re their enquiry about their the clubhouse</p>	<p>LD to monitor</p> <p>For future discussion after Beer Festival</p> <p>For future discussion after Beer Festival</p> <p>TS to progress</p>
8	Date of Next Meeting	Thurs 24 th August 7:30pm in clubhouse	

Appendix 1 - 2023 Forecast as at 24th July 2023 (all figures include Vat at the appropriate rate)

Appendix 2 - Lastest List of Potential Works to do

SMALLER JOBS (CIRCA BELOW £500)

Room/Area	Notes		Approx Cost
Bar – install panic alarm	can buy personal alarm	-	£10.00
Cellar – Fit Bolt to door (cellar side)	so that Bar staff has an escape route	-	£10.00
Outside Entrance – FIT PIR light (battery powered)	£10 from Argos – keep it cheap as it will probably get nicked !!!!	-	£10.00
Kitchen - Fit plinth	Fit Plinth		???
Refs Room - fix flooring under door	To be done at same time as Showers		???
Consider a KSC Sign above bar			???
Consider better bar shutters	Deferred for time being		£3k to £5k
Remove TV stand in corner	Partly done		

LARGER JOBS

Room/Area	Notes		Approx Cost
Corridors - Decorate	last done Dec 2014		???
Kitchen Decorate			???
Ladies Changing Room Decorate			???
Ladies & Mens Showers – Refurbish	£16.6 quote less £5k grant less £2.7 vat refund	-	£8.9 (net)
2nd Pavilion - Electricity supply	Deferred for time being		£25-£40k
Grounds - Drainage	On Football/Archery pitch		???
Lounge - Electric Emergency door	do if/when it next breaks		£1.5k
Cellar – Fit Electric Shutter	Now done	-	£1.5k
Improve Entertainment system			
Review Lounge furniture			

Appendix 3 - Beer Festival. Actions done/to do

Items to progress are:	Notes	Actions	Action By
Marquee	via Rugby Club @ £50	Burton Latimer Scout group marquee booked. Need to decide on when/where to erect it and who will do it.	
"		LD queried whether a 2nd marquee would be a good idea in case of rain. Desborough Scouts do not have one. Simon Hawes to contact his scout group re their Marquee	SH
Potbelly	Barrels £80 each. Cider boxes £30/40 each	Need to decide (and order) on type of beer / numbers of barrels / cider boxes.	LD
Glasses	KSC logo glasses from Potbelly for 80p each.	300 (not 500) ordered and delivered. Potbelly will do sales or return on their glasses. Need to pick up glasses from Potbelly.	LD ???
"		TS has bought some plastic pint glasses	TS
Tokens	Custom made. £120 for 1000.	LD has ordered 1000	LD
"		1 Token = 1/2 pint. £10 for 5 tokens and a Glass. Then £10 for 6 tokens	
Music		Band 1 (Sat pm) - no lead singer but can still perform. They have confirmed	
"		Band 2 (Sat evening)- Bread and Dripping - they have confirmed	
"		Mayor not available for a set in the evening but Ian Fawcett and Freddie (??) have said they can do it	LD
"		Need to agree times when each band will perform	
Volunteers		Sections to ask for volunteers for Car Parking, Litter picking, Beer serving, Toilet duties so we can start setting up a rota. Hockey have 13 volunteers for Friday. Cricket volunteers being sought for Saturday. LD to work out a rota for volunteers for each day	Sections
Programs	LD arranging at £60 for 1000	LD to order once beer types decided	LD
Sponsors		All section to seek Barrel sponsorship for £100 (each sponsor will "sponsor" 1 x beer barrel and 1 x cider bag and 1 x spirit bottle). Max of 10 sponsors required. Sponsor names will be in the program.	Sections
"		GT reported that Rifle will be a barrel sponsor	
Catering	Potbelly will loan us a hog roast cooker	Potbelly have said they will help with the Hog Roast. They will supply gas, machine and pig, We cook it. How will we get hog roaster from Potbelly - will they deliver ? We sell for £5 a portion. Will also cook sausages/burgers. Bread rolls will be wanted. Need to decide on quantity. Also need to decide when we do Hog Roast (Saturday only??). Also need to decide on location . May also need an Awning in case of rain	
"		Help with cooking hog roast needed (Lobby??)	
"		Other caterers wanted LD to arrange (Waffle Man ??)	LD
Bouncy Castle		LD chasing someone.	LD
"		Location to be decided	
"		LD to organise some external sockets (2 each by each of cricket external changing room doors)	LD
Parking	use cricket outfield and land behind trees	Land behind trees may need strimming. TS to contact Jon Stables for "friendly farmer"	TS
"		Car Park direction signs wanted (use existing A frames)	
TENS		TS to apply for 3 day TENS	TS
Portaloos	£75 each	Are they wanted? May ease use of clubhouse toilets. Agreed to get 6. LD has ordered 6 for arrival on the Friday and pick up on the Sunday. £300 cash	LD
"		Ensure enough toilet paper around	TS
Carpet Protector strips		TS to get some from Screwfix (to be used for football tournaments). NOW PURCHASED	TS
Hay Bales for seating		To be arranged with Jon Stables nearer the date. Say 20 wanted ????	TS

Sporting Activities on the day	Archery, Tennis, Hockey, Rifle – No. Football – small side games. Cricket – Softball	Where- to be decided. Sunday afternoon to be a come and try day- Hockey, Cricket, Tennis, Football sections to be contacted	
Advertising		Sections to advertise with members	Sections
"		IR to chase his contact (Harrison Coe) re posters.	
"		IR has ordered advertising banners. To be put up for football tournaments	
"		Decide if banners should go on other places (like Rugby club do)	
"		Decision to be made re Flyer drops to local houses (how, who, number). LD knows a councillor that can do printing - How Many???	
Bar Payments		Football has credit card machines which can be used as a back up if our WiFi goes down	
Bar Stocks		How much (of what) to buy from Elgoods/Bookers	
Club Website		TS to see about getting a page set up advertising festival	TS
Staging for band		LD looking at a trailer for bands	LD
St Johns Ambulance		Not needed	
Bar Prices		To be decided eg 1 token = 1/2pint, 2 = pint, 2 = single spirit, 3 = dbl spirit/ 50 ml spirit, 1 = can, 2 = J2O, 2 = pint of pepsi etc etc etc . All sales will be via Tokens ie NO cash sales. TS, LD, IR to meet to work out Token prices for all items	TS, LD, IR
Festival Sub committee	So decisions can be made without waiting for full committee meeting	to be set up ??? Who to be on it	
Risk Analysis		LD has arranged for this to be done. LD to send report to committee	LD
Mayor to open event		Mayor is to open event on Friday at 4pm	