

**Minutes of KTCSC Meeting held on Thursday 29<sup>th</sup> June 2023 the Clubhouse (7:30pm)**

**Present: Tom Sellers (Chair), Sue Russell, Greg Titcombe, James Bambridge, Luke Doughty, Matthew Bennett, Michael Tartaglia, Simon Hawes**

**Apologies: Ian Russell, Martin Reece, Michelle Tanser, Barry Coe**

	<b>Agenda Item</b>	<b>Notes</b>	<b>Actions</b>
1	Minutes from 25 <sup>th</sup> May	Accepted	
2	Finance forecast	TS presented the latest 2023 forecast ( See Appendix 1) He also informed the committee that he has renewed the electricity with Valda as from 1 <sup>st</sup> Feb 2024. Prices have reduced by over 50%	
3	Works to do	<p>Updated Works to do List attached as Appendix 2.</p> <p>Still waiting for Hot water tank control panel to be moved so we can see it. 2 new timer controls to be installed tomorrow (26<sup>th</sup> May). These were installed on 26<sup>th</sup> May</p> <p>Solar Panels – preliminary signs from ECB suggest we may get 50% funding from ECB. Preliminary application has been sent to the FA. T James - decision expected July 2023.</p> <p>BC to ask Bishop Stopford if they want advertising. Waiting for their reply. BC says they are not bothered</p> <p>MR has contacted British Rail re getting some netting put up to stop losing cricket balls. They failed to turn up for a meeting</p>	<p>IR to progress</p> <p>MR to update</p> <p>MR to progress</p>
4	Section reports	<p><b>Cricket:</b> no report</p> <p><b>Archery:</b> Another beginners course starting soon</p> <p><b>Rifle:</b> Open night tonight. Front door quote still awaited</p> <p><b>Hockey:.</b> 3 summer teams playing</p> <p><b>Football:</b> Registering players for next season. Subs chq due soon. Under 10s won the first ever cup. Awards evening held. James reported that he had scored his first proper (at correct end !) goal. North Northants council grant obtained to get football goal base sorted</p> <p><b>Tennis:</b> Undergrowth cleared. Strimmer obtained but not strong enough. Looking at a petrol one.</p>	
5	Beer Festival	<p>Date now changed to weekend of Sep 23<sup>rd</sup> as there are now cricket league games at start of September. <b>Opening times:</b> 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>Jul 14th Sue/Telf party  Jul 21<sup>st</sup> Junior School Kids party  Aug 13<sup>th</sup> – Football tournament  Sep 22<sup>nd</sup>/23<sup>rd</sup>/24<sup>th</sup> – Beer festival  Oct 27<sup>th</sup> – Hawsk Halloween party  Nov 5<sup>th</sup> – Archery All day shoot  Dec 16<sup>th</sup> – 21<sup>st</sup> party</p>	<p>Jul 20<sup>th</sup> – AFP Summer Party (3pm til late) (80 people)  Aug 1<sup>st</sup> – Archery Quiz night  Aug 20<sup>th</sup> – Football tournament  Oct 20<sup>th</sup> – Greg Quiz night  Nov 4<sup>th</sup> – Mark Baker 40th  Dec 2<sup>nd</sup> – Ellie Mulligan 21<sup>st</sup>  Mar 22<sup>nd</sup> – 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>Sports Club Logo – LD has produced a logo</p> <p>200 Club refresh. TS to send out detail to sections for them to push their members</p> <p>A bigger trophy cabinet would be a good idea for sections to use</p> <p>MB asked which club minutes should be used. TS said that committee members get the full version but a redacted version is on the main club website and members should be directed to this</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>LD to monitor</p> <p>TS to progress</p> <p>TS to progress</p> <p>For future discussion</p>
8	Date of Next Meeting	Thurs 27 <sup>th</sup> July		

**Appendix 1 - 2023 Forecast as at 26<sup>th</sup> June 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	Rugby Club 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. <b>LD to chase Desborough Scouts re their one</b>	LD
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 to order some plastic pint glasses	TS
Tokens	Custom made. £120 for 1000.	<b>LD to order (with logo on them)</b>	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. <b>They have confirmed</b>	
"		Band 2 (Sat evening)- Bread and Dripping - <b>they have confirmed</b>	
"		<b>LD to ask Mayor if she (+1) will do a set on Friday evening in the clubhouse</b>	LD
"		Need to agree times when each band will perform	
Volunteers		<b>Sections to ask for volunteers for Car Parking, Litter picking, Beer serving, Toilet duties so we can start setting up a rota</b>	Sections
Programs	LD arranging at £60 for 1000	<b>LD to order once beer types decided</b>	LD
Sponsors		<b>All section to seek Barrel sponsorship for £100</b> (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. <b>How will we get hog roaster from Potbelly - will they deliver ?</b> We sell for £5 a portion. Will also cook sausages/burges. Bread rolls will be wanted. <b>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</b>	
"		Help with cooking hog roast needed (Lobby??)	
"		Other caterers wanted <b>LD to arrange</b> (Waffle Man ??)	LD
Bouncy Castle		<b>LD chasing someone.</b>	LD
"		Location to be decided	
"		<b>IR to organise some external sockets (2 each by each of cricket external changing room doors)</b>	IR
Parking	use cricket outfield and land behind trees	Land behind trees may need strimming.	
"		Car Park direction signs wanted (use existing A frames)	
TENS		TS to apply for 3 day TENS	TS
Portaloos	<b>£75 each</b>	Are they wanted? May ease use of clubhouse toilets. Agreed to get 6. <b>LD to arrange</b>	LD
"		Ensure enough toilet paper around	TS
Carpet Protector strips		TS to get some from Screwfix (to be used for football tournaments)	TS
Hay Bales for seating		To be arranged with Jon Stables nearer the date. <b>Say 20 wanted ????</b>	TS
Sporting Activities on the day	Archery, Tennis, Hockey, Rifle – No. <b>Football – small side games. Cricket – Softball</b>	Where- to be decided	
Advertising		Sections to advertise with members	Sections
"		IR to chase his contact (Harrison Coe) re posters.	

"		IR to order banners to go around Belway signs	<b>IR</b>
"		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 - <b>How Many???</b>	
<b>Bar Payments</b>		Football has credit card machines which can be used as a back up if our WiFi goes down	
<b>Bar Stocks</b>		How much (of what) to buy from Elgoods/Bookers	
Club Website		TS to see about getting a page set up advertising festival	<b>TS</b>
Staging for band		<b>Consider a 1 tonne truck for band to use. Will it fit under Marquee???</b>	
St Johns Ambulance		<b>do we need them on site</b>	
Bar Prices		<b>To be decided</b> 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 <b>.CAN PEOPLE STILL PAY BY CASH?</b>	
Festival Sub committee	So decisions can be made without waiting for full committee meeting	<b>to be set up ??? Who to be on it</b>	