

Eric Davison Quoits Rep (ED), Wade Tovey Vice Chair( WT)  
Dennis Hutchison Rec Club (DH) Chris Foggin Chair (CF),  
Invited Sean Allen SA NAJFC, Peter Goodchild Invited PG Quoits,  
I Bell Marton Rep (IB) via teams , Kelvin Bowes Secretary(KB)  
John Sheafer (JS )Rec Club , Denis Hutchinson ( DH ) Recreation Club



**No Apologies** : J Rush, Ian Morrish

**Distribution:** Trustees , Web, Document Archive

| Action point                   | Status/Action Required                                                                                                                                                                                                                                                                                                                                                                                                                             | Resp Info | Due |
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|                                | <p><b>Agenda</b></p> <ol style="list-style-type: none"> <li>1. Previous months minutes.</li> <li>2. Conflicts of interest.</li> <li>3. Chairmans Secretary &amp; Treasurers Reports.</li> <li>4. Sections Reports.</li> <li>5. H&amp;S Maintenance Report.</li> <li>6. Grants.</li> <li>7. Web &amp; Media Report.</li> <li>8. Safeguarding Update.</li> <li>9. Working groups Update &amp; Co-Opted Members Updates.</li> <li>10. AOB.</li> </ol> |           |     |
| 1.0<br>Previous Months Minutes | <ol style="list-style-type: none"> <li>1. Previous minutes agreed as true record by all attendees - Actions reviewed &amp; discussed</li> </ol>                                                                                                                                                                                                                                                                                                    | Info      |     |
| 2.0                            | <ol style="list-style-type: none"> <li>1. Conflict of interests (COI) IB Rackets, WT Rackets</li> </ol>                                                                                                                                                                                                                                                                                                                                            | Info      |     |

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| Conflicts of Interest                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |      |  |
| <b>3.0 Chairmans &amp; Treasurers Reports</b> | <b>Treasurers &amp; Chairmans Report</b> <ol style="list-style-type: none"> <li>1. CF recapped on income &amp; Expenditure and explained some of the details behind report</li> <li>2. Accountants have conformed accounts will be ready for AGM , received today</li> <li>3. CF explained that to avoid Chairs duplication that the historic operational secretary's report will be phased out and operational issues will be added to chairs report</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Info |  |
| <b>4.0</b><br><br><b>1. Sections Reports</b>  | <p><b>Recreation Club</b> – Activity very good now with SKY and Boros matches</p> <p><b>Rackets –</b></p> <ol style="list-style-type: none"> <li>1. IB commented that finals night was a great success with great squash and entertainment provided and raised a positive point that it was great that more juniors are coming though, really positive and a great night with Band</li> <li>2. AGM planned for next evening</li> <li>3. 1<sup>st</sup> team finished 4<sup>th</sup> in top league - in a great position in DCRSA leagues</li> </ol> <p><b>Athletics –</b></p> <ol style="list-style-type: none"> <li>1. Information received from P Cawood that he would like to introduce D Adbrook as the main point of contact for the NYMAC , he also introduced another member Kate Thrower who is going to increase social media awareness for the NYMAC going forward</li> </ol> <p><b>Quoits –</b></p> <ol style="list-style-type: none"> <li>1. Won one match, lost one match</li> <li>2. KB asked if Quoits would support a welcome pack for new members – agreement but he asked for feedback on draft one created</li> <li>3. Peter Goodchild raised a concern that the recently refurbished pitches are been damaged by unsupervised juniors playing football within the quoits area , pitch covers have been ripped, and juniors are being observed kicking balls around wooden structures damaging them</li> <li>4. Trustees discussed the need to look at general area and come up with a plan to fence of the area with a sympathetic picket fence and ongoing repairs to gantry</li> </ol> | Info |  |

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|                                   | <p>5. Peter handed details and agreed to formulate a plan</p> <p><b>NAJFC- Nothing to raise</b></p> <p><b>Gardens &amp; Grounds –</b></p> <ol style="list-style-type: none"> <li>1. New planters installed in Beer Garden and tree maintenance has been completed at front of Carpark</li> <li>2. New fence panels on perimeter fence fencing have been repaired, and the old, damaged panels are being reused for trellis and for climbing plants in patio area</li> <li>3. Drain Coverage on field has also been fixed</li> </ol>                                                                                                                                                                                                                                              |             |  |
| <b>5.0 H&amp;S Update</b>         | <ol style="list-style-type: none"> <li>1. KB offered thanks to sections for supported access on recent works , foyer new ceiling and lighting to be installed , new carpet to be installed , asbestos audit completed but no report received just yet.</li> <li>2. Carpet meeting to be conducted</li> <li>3. He also commented that the site needs to conduct a fire evacuation and yet to be arranged however it needs a bit of work from all sections to support signage and members contact in advance. Plan required and to be formulated – try to get done before end of May . IB asked for clarification , general discussion that expectation is that all sections support and all persons leave building, its documented and assembly point is front carpark</li> </ol> | <b>Info</b> |  |
| <b>6.0 Grants</b>                 | <ol style="list-style-type: none"> <li>1. Sport's England part grant has come through , meeting with plumber planned this week and require all monies to be received , he indicated that payments are yet to be received before we push the button – once all monies are in we will reach out to all sections to agree planb</li> <li>2.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>KB</b>   |  |
| <b>7.0 Web &amp; Media Update</b> | <ol style="list-style-type: none"> <li>1. Web site refresh , new update unfortunately created issues with old format, so site has now been redeveloped as a joined-up site with more functionality , colour scheme has been changed, and more functionality has been launched. All-inclusive website is the plan with more functionality and content</li> <li>2. 298 Facebook followers nearly 100% uplift in recent months.</li> </ol>                                                                                                                                                                                                                                                                                                                                          | <b>Info</b> |  |
| <b>8.0 Safeguarding</b>           | <ol style="list-style-type: none"> <li>1. Confirmation received from Donna Bell - No Issues raised during the month</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>Info</b> |  |

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| <b>9.0</b><br><b>Coopted</b><br><b>Members</b><br><b>Update</b> | 1. No Updates                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Info |  |
| <b>10.0</b><br><b>AOB</b>                                       | <p><b>Event day</b></p> <ol style="list-style-type: none"> <li>1. Church Centenary – organised by Church</li> <li>2. Dan Mohan 30th Aug Memorial match – organised by NAJFC</li> <li>3. Danny Mallet Memorial Day July 11<sup>th</sup> - Organised by Recreation Club</li> <li>4. Harvey Dunmore Memorial Day –20<sup>th</sup> June Organised Recreation Club</li> <li>5. Cultural Day with MBC 28<sup>th</sup> May – Middlesbrough Council organising that one – requirement for goals to be available</li> <li>6. Veterans Day – still at proposal stage - No reply received from J Rush following CFs original request , John Shaefer commented that he was aware that she was awaiting further info from her contacts but CF asked for clarification as the business plan had raised further questions on field activities and possible re-enactments , volunteering /organisers – questions raised around who is volunteering , ticketing arrangements , CF had not heard anything since and in principle the charity was keen to support but required further to the major issues raised details - JS said he would speak to her to see what was happening and confirmed a reply would be done within the week.</li> <li>7. CF - Accounts for financial year received today but not gone through in detail – they will be circulated in due course and will be available for AGM -0 Accountancy fee less than last year due to sage accounts software and internal process which have been improved</li> <li>8. Energy Assessment – KB – summarised the pathway for the MBC grant from MBC and commented that the energy audit has been received this week and had indicated some real standout points that recreation and rackets to change behaviour on how they manage their electric usage .</li> <li>9. The recommendations within the report will be shared and but we need to be mindful of actions required by sections to reduce costs</li> <li>10. Kitchen Upgrade – Plans have been sent to Howdens Head office and KB will chase Howdens for an update , all sections will sign up to an operation plan and policy, and food hygiene certificate and MBC will be required for the site . Further discussions to be had with recreation club to confirm operating hours , snack and hot drinks offer but that will be done once kitchen has been fitted –</li> <li>11. Operating plan and operating policy will be issued to all sections and as expected it requires further discussions with all teams once the kitchen is installed</li> </ol> | Info |  |

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|              | <p>12. Door Project – general discussion on status of data capture , KB offered that once system is in then the sections will be asked to attend training with Bayley’s on the software – site meeting to be held this week to review plans</p> <p>13. Quoits – General discussion on damage to covers , wooden fences again – CF suggested fence it off with signage is preferred but KB offered also that we need to communicate with all members to ensure that unsupervised juniors need to be reminded on leaving the quoits area alone</p> <p>14. Peter Goodchild commented on how we can improve attracting new members on events day on having application forms available – KB confirmed that whatever he needs he is just to send in an email and collectively the trustees can help and support – we just need to understand what they and all sections need– <b>Action with ED and PG</b></p> <p>15. Padel – Update – Circulation on lease plans and legal documentation to Padel Up has been done and planning application is imminent to be submitted to MBC.</p> <p>16. Legionella Water monitoring – There is now <b>no</b> requirement that we need to record water temperature as part of our monitoring as that will be covered by Watercare however all sections are to record weekly checks , i.e. running of taps , flushing of toilets as confirm in writing by Watercare etc</p> <p>17. JS offered his apologies for AGM next week as he is away</p> <ul style="list-style-type: none"> <li>• Meeting Closed 19:40</li> </ul> |  |  |
| Next meeting | 9 <sup>th</sup> June 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |  |

