

Norfolk Snowsports Club Executive Committee Meeting No.429

Date: 16th August 2022
 Location: Ivan Palfrey Suite, Norfolk Snowsports Club
 Committee: Dudley George (DG); David Baxter (DB); David Rich (DR); Deborah Anstee (DA);
 Nick Watson (NW); Caroline Gibbs; Harry Steward (HS).
 Attending: Tony Chauhan (TC); Leah Fogg (LF).

No	Agenda Item	Action
1	Apologies: Rebecca Matthews; Kevin Rhead; Edgar Harden	
2	Conflicts of Interest: None were declared against the published agenda	
3	Minutes of Previous Meeting Minutes agreed	
4	Actions from Previous Meeting (428) Item 5 – Financial <ul style="list-style-type: none"> • Spend request <ul style="list-style-type: none"> ○ Approx. £6k for instructor room refurbishment. Cost savings have been applied and the total spend is projected to be between £3-4k. Item 6 – Club Operations Report <ul style="list-style-type: none"> • TC has met with Andy Smith to discuss more options for Snowboarders during the winter period – the potential for a ‘Board and Brunch’ session is being actively explored. Item 8 – Forthcoming events <ul style="list-style-type: none"> • (a) AGM <ul style="list-style-type: none"> ○ CG has circulated plans for this years AGM which will also include a social event afterwards ○ As it is anticipated that there will be spaces on the executive committee members are asked to encourage others to stand. Item 11 – Strategy <ul style="list-style-type: none"> • CG to look at the financial impact of the rising cost of instructor expenses – carried forward 	ALL CG
5	Financial Review <ul style="list-style-type: none"> • (a) – Financial Update <ul style="list-style-type: none"> ○ Finance Report for July attached with spending reported to be high this month ○ Cash at bank – this year: £159,792; Last Year £242,730. Cash burn has been £100k over the last six months. ○ Instructor expenses for the last quarter have been paid. ○ A payment of £10,638 has been made to Briton Engineering relating to the slope clean. ○ Preparations to be made for a budget for the following year – team to formed ○ Update on DD situation provided by TC and LF – a member of the office team has been dedicated to manually check all customers on a DD membership. This is a time-consuming task as every membership has to be analysed to determine usage of the club and a personal email sent. DB queried the timescale of the project . TC and LF clarified that progress is being made with memberships being expired/updated and that income is being generated. DB requested that a report be circulated regarding progress. • (b) – Spend Requests <ul style="list-style-type: none"> ○ TC - approx. £1.3k for fireworks for Club Champs - approved ○ Pull-up bars – due to the current economic climate and current spending purchase postponed 	TC/LF TC

	<ul style="list-style-type: none"> ○ Uniform requests – there are currently around £3k of uniform requests to process. Decision made to make quarterly purchases in bulk so as to negotiate improved value for money. ○ Alternative options/suppliers to be looked at for the Junior Leader jackets • (c) Pricing Policy – Articles to state that the Executive Committee will determine Pricing Policies with a cap of 5% applied. Proposal for a 5% increase on membership fees with no increase to session fees. CG proposal that the membership uplift be postponed until January. <p>See appendix A</p>	LF
6	<p>Club Operations Report</p> <ul style="list-style-type: none"> • (a) Activity Volumes - comparison of Unit Figures and Income suggests that income is predominantly made on the nursery and intermediate slope as opposed to the main slope. Usage of the nursery slope needs to be considered when looking at slope utilisation. • (b) Slope Timetable – winter timetable currently being look at. Changes are being explored to introduce more snowboarding options rather than do a ‘cut and paste’ from last year. ‘Board and Brunch’ being explored as a Sunday morning session. <p>See appendix B</p>	
7	<p>Health and Safety</p> <ul style="list-style-type: none"> • (a) There were some accidents during the recent Junior Club Camp, one of which resulted in a broken wrist. Only one accident was not considered a sporting accident - matting on a ramp had come loose which resulted in the participant getting a ski caught and their bindings releasing. Insurers to be spoken with to ascertain if a formal report should be made to them. 	TC
8	<p>Forthcoming Events</p> <ul style="list-style-type: none"> • (a) AGM <ul style="list-style-type: none"> ○ Report to be compiled on honorary memberships and previous IP winners ○ The IP Award Nominations process to be advertised. Deadline for nominations set for 7th September. ○ Lanyards for the various clubs requested • (b) Date set for Club Champs – Sunday November 6th. • (c) Farmers Jam – 23rd and 24th September 	LF LF
9	<p>Instructor & Coaching Committee</p> <ul style="list-style-type: none"> • (a) Nick Esposito has resigned from the ICC and not be actively coaching at the club. • (b) A temporary increase in mileage expenses to 35p per mile will be implemented from September. Notification to go out to Instructors. 	TC
10	<p>Amendments to Articles</p> <ul style="list-style-type: none"> • (a) Agreement of proposals • (b) Notification to members and AGM process – invites to be prepared and sent out via email/post to all members. 	
11	<p>Lease Renewal Update</p> <ul style="list-style-type: none"> • Still in progress – the terms of the lease are currently being checked out by Chartered Surveyors. Property Law specialist advice also being procured. It is hoped that the lease will be agreed and signed by Christmas. 	
12	<p>Disabled Lift</p> <ul style="list-style-type: none"> • (a) Currently with the Architect. Quality surveyor advice will be sought soon. Grants and funding availability to be researched. • (b) Recognition that it would be beneficial if a committee member with expertise in funding could be brought onto the committee. 	
13	<p>Correspondence Received</p> <ul style="list-style-type: none"> • (a) Paul Telling from SSE has emailed to complement NSC facilities. 	
14	<p>AOUB</p>	

	<ul style="list-style-type: none"> • (a) CG – queried the cost of the JC Summer Camp as being too high. Daily rate was £45 including a snack and meal. Comparison with other camps and NSC Day Camp suggests price is competitive. • (b) HS – queried procedure and costings for NCC Group Bookings. To liaise with Sam Earp re bookings. 	
15	Any Items deemed confidential <ul style="list-style-type: none"> • None noted 	
	Declarations of Interest throughout the meeting None	
Date of next meeting... AGM: Thursday 15th September 2022		

Appendix A – Finance Report

Finance Sheet – July 2022

NORFOLK SKI CLUB FINANCE REPORT - JULY 2022

	Month		Month 3 Cumulative				Budget	% of
	2022	2021	2022	2021	2019/20		bgt.	
Receipts - to 31 July 2022								
Memberships	1,249	9,291	(87)	11,284	15,881	(29)	105,000 11%	
Lessons	3,994	6,730	(41)	15,982	18,850	(15)	135,000 12%	
Coaching	9,466	8,556	11	44,686	28,139	59	120,000 37%	
Open practice	762	1,760	(57)	7,207	4,787	51	70,000 10%	
Courses and events	0	0	#DIV/0!	0	0	#DIV/0!	5,000 0%	
Race activities	2,034	130	1,465	6,014	921	553	25,000 24%	
Tubing	26,258	29,147	(10)	69,658	71,776	(3)	215,000 32%	
Tasters	4,875	2,420	101	9,367	4,317	117	25,000 37%	
Room hire	640	0	#DIV/0!	1,775	0	#DIV/0!	15,000 12%	
Sundry sales (furlough etc.)	509	4,908	(90)	2,058	26,163	(92)	10,000 21%	
Interest on cash deposits	0	0	#DIV/0!	0	0	#DIV/0!	200 0%	
Donations received/refunds	0	10	(100)	0	1,335	(100)	0	
Bar takings	6,074	7,895	(23)	21,574	26,512	(19)	110,000 20%	
Food sales	340	0	#DIV/0!	2,639	0	#DIV/0!	25,000 11%	
	55,201	70,847	(21)	192,244	198,681	(3)	860,200 22%	
Payments - to 31 July 2022								
Courses and events	240	1,295	81	4,525	3,190	(42)	15,000 30%	
Racing	0	557	100	225	4,451	95	4,000 6%	
Post, stationery and phone	472	720	34	3,248	1,041	(212)	12,000 27%	
Newsletter costs incl postage	0	0	#DIV/0!	0	0	#DIV/0!	0 #DIV/0!	
Slope allowances	16,340	0	#DIV/0!	37,927	0	#DIV/0!	67,500 56%	
Clubhouse running costs	4,449	1,101	(304)	23,240	12,363	(88)	61,667 38%	
Wages and salaries	58,427	43,045	(36)	145,807	125,699	(16)	375,000 39%	
Slope running costs	16,053	4,482	(258)	30,072	19,563	(54)	93,333 32%	
Boot, skis, mat replacement	0	0	#DIV/0!	0	0	#DIV/0!	90,000 0%	
Publicity and meetings	300	149	(101)	300	149	(101)	6,500 6%	
Rent, rates, insurances, corp. tax etc.	7,738	2,639	(193)	15,892	6,385	(149)	66,000 24%	
Bank charges and interest	596	619	4	2,279	1,854	(23)	9,500 24%	
Refunds	0	0	#DIV/0!	0	0	#DIV/0!	0 #DIV/0!	
Bar purchases	5,333	3,163	(69)	16,560	10,200	(62)	52,500 32%	
Drinks machine purchases	0	0	#DIV/0!	0	0	#DIV/0!	0 #DIV/0!	
Clothing purchases	157	1,055	85	1,590	1,055	(51)	7,500 21%	
Instructors deposits repaid (taken)	0	0	#DIV/0!	0	0	#DIV/0!	0 #DIV/0!	
Food purchases	0	328	100	1,386	1,688	18	17,500 8%	
Donations	0	0	#DIV/0!	0	0	#DIV/0!	1,000 0%	
VAT	4,162	925	(350)	27,793	4,838	(474)	0 #DIV/0!	
	114,267	60,078	(90)	310,844	192,476	(61)	879,000 35%	
Trading cash in/(out)flow	(58,066)	10,769		(118,600)	6,205		(18,800) 631%	
Grants & loans received	0	0		0	#DIV/0!		0	
Development expenses	0	0		(500)	(400)	(25)	0	
Capital expenditure	0	0	#DIV/0!	0	(2,534)	100	(15,000) 0%	
Total cash in/(out)flow	(58,066)	10,769		(119,100)	3,271		(33,800) 352%	
Cash at bank								
	last year	this year						
Current	242,045	159,106					Pension contribs. (catch up 6,624) 8,380	
Deposit	685	686					Brton Eng. Slope clean 10,638	
	242,730	159,792					Qtly. Allowances 16,340	
							Slope clean salaries	
Barclays loan	(50,000)	(40,000)						

Creditors	£24,604.60
PO's waiting invoice	£ 914.54
Debtors	£ 8,448.00

Appendix B – Operations Report

Month V Month Var % Target 90%		Month Elapsed 100%					
		July			July Session Utilisation	Utilisation High	Utilisation Low
		2019	2022	Variance			
Week Commencing	2019	2022	%				
Department	2019	2022	%				
Total Open Practice	82	57	70%	32%	14%	7%	
Total Freestyle Open Practice	9	16	178%	18%	32%	24%	
Total Freestyle Coaching	38	24	63%	15%	30%	15%	
Supervised Board	43	13	30%	4%	30%	16%	
Supervised Adult Ski	12	16	133%	5%	35%	6%	
Junior Club	4	69	1725%	19%	50%	33%	
Junior Saturday Coaching	37	37	100%	8%	84%	34%	
Masters	33	34	103%	38%	76%	37%	
Ladies	80	27	34%	15%	61%	44%	
Fri Poles (Wannabe Racers)	33	29	88%	32%	107%	91%	
Total Race	85	74	87%	27%	52%	33%	
Improver Ski (Fast Track)	14	4	29%	9%	94%	26%	
Junior Boarding	29	1	3%	1%	26%	9%	
Adaptive	-	-	0%				
Total Coaching	346	319	92%				
Private Lessons	40	25	63%		71%	21%	
Total Lessons	814	699	86%				
Total Tubing	2,722	2,780	102%	77%	58%	52%	
Total	4,042	3,876	96%				

