



Meeting : Facilities Committee

Date : 730pm, 28<sup>th</sup> Sept 2023

Status : Draft

Attendees : Nick Kay, John Hill, Collette Rhatigan, Lucy Ballard, Nick van Hear, Jon Crooks (late)

Apologies : Dennis Stormont, David Salveson

## Agenda

1. Welcome
2. Next meeting : 30<sup>th</sup> November 730pm
3. Topics
  - a. Fridge in Social Space. Committee voted against (5 to 1) the installation of a fridge in the SocialSpace on the grounds that was only to meet the need of 1 or 2 members and the perceived need (cold milk) could be managed more effectively other ways. The committee also voted to close the kitchen fridge to all members under all circumstances due to the prior experience and risk to food safety certificates. Keith and Jo will be asked to change the door code and provide only the captains, Nick Barnett and Nick Kay. All are asked not to share to anyone else except in case of emergencies.
  - b. FacComm asked if the Trustees would be willing to provide more money for Rita to clean the lobby toilets.
    - i. ACTION NickKay to discuss incremental cost with Rita for cleaning lobby and
    - ii. ACTION Jon to take this to the Trustees for approval.
  - c. Plan for a club "DeepClean: including decoration etc. This could be a quarterly activity going forward
    - i. ACTION NickKay to propose dates for Deepclean, Captains to pass this around to members.
  - d. Lobby Toilets – condition of disabled toilet is still poor. Agreement to convert the Womens toilet to unisex, install a handdryer and put a louder notice on disabled toilet to discourage inappropriate use.
    - i. ACTION NickKay to estimate cost of handdryers for unisex toilet
    - ii. ACTION Jon to ask trustees to approve spend
  - e. Fire Safety. Ongoing process of managing the alarm system to prevent false positive alarms. Need a fire plan and appointed marshalls – proposal is all club representatives (captains, coaches) should receive training on being a fire marshall and assumption is there will always be at least one present at the club in case of need.
    - i. ACTION NickKay to recall the fire safety officer to update fire plan.
  - f. Techteam. Still need to enable the team with knowledge of the club. Proposal is to assemble at clubcleanup date and get the tour from NickKay
  - g. Treefelling. Council is still making club jump through hoops on this – we do not have approval to cut trees down yet.

- h. Club cleaning schedule. All captains are mostly in agreement but need to move into action. Some minor points to be resolved.
    - i. ACTION JonC to trigger the monthly schedule with the captains
  - i. No Smoking. Fac-comm voted (6-0) in favour of a no smoking/vaping policy for the entire site considering the presence of children and athletes in general. Rather than posting signs we empower members to gently encourage smokers/vapers to do so offsite.
  - j. Kitchen will be updated with a dishwasher and a drinks display fridge.
4. AOB
- a. Gym improvements. JH asked to have some additions made – Fac-Comm agreed in principle but require more detail to cost and approve. JC asked for installation of mirrors on gym walls – NK mentioned that NKB has asked for C2 erg mirrors to be extended along wall. NK suggested this would be much cheaper if done by members e.g. on club cleanup day. First step is to determine JH modifications.
    - i. ACTION JH to detail gym modifications
    - ii. ACTION NK to plan gym installation and mirror installations – including costing for Trustees approval,
  - b. MainHall – tentative request from Dave Long for a means of sectioning main hall. Ongoing discussion with NK.

#### Summary of actions

ACTION 27/9-1 : NickKay to discuss incremental cost with Rita for cleaning lobby and

ACTION 27/9-2 : Jon to take this to the Trustees for approval.

ACTION 27/9-3 : NickKay to propose dates for Deepclean, Captains to pass this around to members.

ACTION 27/9-4 : NickKay to estimate cost of handdryers for unisex toilet

ACTION 27/9-5 : Jon to ask trustees to approve spend

ACTION 27/9-6 : NickKay to recall the fire safety officer to update fire plan.

ACTION 27/9-7 : JonC to trigger the monthly schedule with the captains

ACTION 27/9-8 : JH to detail gym modifications

ACTION 27/9-9 : NK to plan gym installation and mirror installations – including costing for Trustees approval