

SMITH'S WOOD PARISH COUNCIL - MINUTES OF A COMMUNITY GYM COMMITTEE MEETING HELD ON MONDAY 8TH JANUARY 2024 AT 4.30 PM.

Those present:

Chairman: Cllr G Craig.

Councillors: Cllr S Bray, Cllr Mrs W Bray, Cllr D Cornock, Cllr A Duffen, Cllr H Hendry, Cllr Miss S Nasreisfahany, Cllr K S Paul.

Officer: Mrs K Woods

1. Apologies.

Apologies were received from Cllr Mrs J Lloyd and Cllr Ms D Ramsey.

2. Minutes of Previous Meeting.

It was **RECOMMENDED:** That the Minutes of the previous Community Gym Committee meeting held on Monday 4th December 2023 be approved as a true and correct record.

3. Matters Arising.

a.) Minute number 4.e.) Signage.

Members were informed that there was no update on the signage to date, and that it would most likely be discussed at the next Shared User Agreement meeting.

4. Head Steward's Report.

a.) New Till Software.

Members were informed that the current till sales software is fine, but will not record when registration fees and memberships expire. These are currently being hand written. A new hybrid of Point of Sale and membership details is being sourced and should be completed by March 2024.

b.) British Telecommunications.

Members were informed that the Clerk had been contacted by B.T. with regards to upgrading the gym telephone lines to new digital lines, with the 1st handset costing £60 + vat, the 2nd handset £50 + vat, with a £20 set up charge, and £10 delivery charge. The current telephone rate £52 per month, and after the digital lines are installed the new rate would be £48 month.

It was **RECOMMENDED:** That the Parish Council wait until it is mandatory for the telephone lines to be digital.

c.) Solihull MBC - Children's Services.

Members were informed that the Youth Justice Panel were looking for hall to hire for adhoc panels, either once or twice a week.

It was **RECOMMENDED:** That the back hall be offered for £30 per hour, and that the Clerk inform school of the Parish Council's decision.

Chairman's Initials:.....

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5. Marketing Plan.

Members discussed the marketing plan at length with suggestions for advertising the gym and Parish Council through the following: Website and Facebook; video, and posters and newsletters delivered to the following, Big Local, Kingfisher Public House, Dr Surgeries, Castle Bromwich and Kingshurst Parish Councils; Woodlands Campus, Shops and Solihull MBC.

It was **RECOMMENDED:** That Justine Marklew be thanked for the marketing plan and invited to attend the next Community Gym Committee meeting in February and the following information be sent to her in advance: 6 months of gym data, background information and any thoughts and suggestions.

6. Agenda Items for Next Meeting.

It was **RECOMMENDED:** That Correspondence be added to the next Agenda.

WITH NO FURTHER BUSINESS TO BE TRANSACTED THE MEETING CLOSED AT 5.00 PM.

Chairman's Signature:.....