



# Kendal Snowsports Club

Snowsports for all

## Trustees Meeting Minutes

**DATE:** 24th October 2024

**TIME:** 19:30hrs

**VENUE:** Alpine Suite, Kendal Snowsports Club, Kendal

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| Attendees     | Position                | Shortname |
|---------------|-------------------------|-----------|
| John Lowther  | Chair & Charity Trustee | JL        |
| John Bryers   | Charity Trustee         | JB        |
| Ken Leech     | Charity Trustee         | KL        |
| Richard Waple | Charity Trustee         | RW        |
| Jean Lonsdale | Charity Trustee         | JL        |
| David Gray    | Officer Charity Trustee | DG        |

### Apologies

David Rogerson - Officer Charity Trustee



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### Trustees Meeting Minutes

Meeting No.: 241024

| Item                  | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Action by    | Date due |
|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|----------|
| 241024.1              | Welcome by chair. Apologies David Rogerson                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Closed       |          |
| <b>Matter arising</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |              |          |
| 260423.5              | <ol style="list-style-type: none"><li>1) IT system review. Fidelity system support is to cease at end of 2024. The system remains stable, but 3rd party software updates such as <i>Sage Accounts</i> have made some processes manual. The CIO needs to look to a replacement system which <i>may</i> integrate till operations with accounts, direct debits and member-ships payments online.</li><li>2) A further troll of systems will continue in the New Year.</li><li>3) Snowsport England have been contacted by RW, no response as yet. Sport80 is the SE membership database but has proved not sufficient for our purposes as it does not link to a till system.</li><li>4) Further investigations to continue.</li><li>5) The clubs web site has got a 'now live' membership renewal system along with a partial new memberships functions. This will be launched August 2024 when members will be invited to renew through this system. All updates to card will automatically be updated, so not input from membership secretary will be required. It also allows the members to update their personal contact details online anytime once registered using current email address known to club. An option for renewals and new memberships will still exist in the lodge for at least another season.</li><li>6) A system called <i>Clubright</i> is being tested over next few months. Recommendations to committee likely in New Year.</li></ol> | RW/JB/<br>DG | April 25 |



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| Item      | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Action by | Date due |
|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------|
| 260423.7b | <ol style="list-style-type: none"> <li>1) Fencing - As part of the planning application the club is to review minimum work required to put the approved plans in to perpetuity to allow time for future funding rounds. This may involve fencing around perimeter and some slope civil's work in wooded area to right of main slope or car park.</li> <li>2) Prices to be refreshed. Its understood a report to committee on internal fences needs some approvals as these are deteriorating and in need of replacement.</li> <li>3) JB to resend report to RB and DG for review.</li> <li>4) Andrea, our committee secretary is to write again to neighbours about access to our woodland. DG to prompt Andrea.</li> <li>5) Neighbours access is to be restricted as no further communications have been received. Maintenance team to fence off each gate which has access to our woodland. A vote to accept this as an action was passed 5/7.</li> <li>6) Discussions with Neighbours is determined best way forward. Await confirmation that access is closed off by individuals rather than blocking access.</li> </ol> | DG        | April 25 |
| 11023.8   | <ol style="list-style-type: none"> <li>1) Our planning permission will lapse if some preliminary work is not started soon. Further work is required to meet the planning restrictions and further advice to be sought from Britons.</li> <li>2) Ongoing. See minute</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |           | Closed   |
| 180424.3  | <ol style="list-style-type: none"> <li>1) DG has created a Financial Approvals Process which forms part of Budget Approvals as per item 180424.4 below. These will be shared with committee at next meeting in June and with Trustees at their next meeting scheduled to be October 24.</li> <li>2) Ongoing.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | DG        | April 25 |



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| Item               | Description                                                                                                                                                                                                                                                                                                                                                                                                                        | Action by | Date due |
|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------|
| 180424.4           | <p>Spin off plans from within the 7 new policies as item 100424.2 above need to be developed. JB and DG to look at the following plans, namely;</p> <ol style="list-style-type: none"> <li>1. Strategic plan</li> <li>2. Annual business plan</li> <li>3. Budget approval</li> </ol> <p>It was suggested by JB committee also need to manages <i>committed costs</i> going forward. This could be included in the above plans.</p> | JB/DG     | April 25 |
| <b>New Minutes</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                    |           |          |
| 241024.3           | DR made Trustees aware of his CoI issue being a Trustee in Levens Village Hall Charity No. 1192940. Trustees accepted this as not being an issue related to Kendal Snowsports Club. No other Trustees declared any CoI.                                                                                                                                                                                                            |           | Closed   |
| 241024.4           | A welcome to our new Officer Charity Trustees Dave Rogerson albeit his apology due to hip surgery. The trustees will write to Rob Blyth as a past Officer Charity Trustee (Past chair standing down from club committee after three year tenure). It was also added to thank him and David Parry for their efforts in securing our planning for the slope expansion.                                                               | JL        | Dec 24   |
| 241024.5           | The Serious Incident Risk policy states we will review all accidents at each meeting. DG listed 12 accidents, 11 minor and 1 more serious. Details attached to these minutes.                                                                                                                                                                                                                                                      |           | Closed   |
| 241024.6           | RW explained content of our Charity Commission Annual Report submission. Approved 6/6. A letter of thanks to be sent to RW and Kate our treasurer for the time spent of this detailed report and the annual accounts.                                                                                                                                                                                                              | JL        | Dec 24   |



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| Item                        | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Action by | Date due |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------|
| <b>241024.7</b>             | <p>When our Constitution was written, it was based on the pro-forma Constitution provided by the Charity Commission. Within that document, any clause which is optional is shown in square brackets [ ]. You will see that at some point in the various iterations of our Constitution, our Solicitors have removed all reference to any limits on the number of consecutive terms of office any Trustee can serve for.</p> <p>To quote our constitution;</p> <p><b>16. Reappointment of charity trustees</b></p> <p>16.1. Any person who retires as a charity trustee by rotation, in the case of an officer charity trustee their term ending or by giving notice to the CIO is eligible for reappointment.</p> |           | Closed   |
| <b>241024.8</b>             | DG reported to Trustees details of changes to Childrens lessons, specifically Friday evenings. A detailed report is attached to these minutes.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |           | Closed   |
| <b>241024.9</b>             | The club believes they have met all the requirements for planning to commence. We await the planners decision on how to proceed. See minute 11023.8 for past history, which has now been closed.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | DG        | April 25 |
| <b>AOB241024.1</b>          | Current membership process has had a few start up issues. Its been agreed to proceed with new system as noted in minute 260423.5 item 6).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |           | Closed   |
| Meeting closed at 20.55 hrs |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           |          |
| Date of Next Meeting        | <b>17th April 2025 7.30pm at Kendal Snowsports Club Alpine Suite, Kendal, LA9 7BY.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | All       | April 25 |

Notes: