



MINUTES OF A COMMITTEE MEETING HELD AT 7.00 PM AT FERRIBY SOCIAL CLUB ON
MONDAY 8 DECEMBER 2025

Present: Martin Shaw (Chair), Duncan Ross (Deputy Chair), Steve Verity (Treasurer), Mike Clemson (Secretary), Mike Archibald, Simon Tomlinson, Nigel Downes, Mike Jones and Chris Bowles

Apologies: Colin Brooks

Presentation. Prior to the meeting, Paul Booth was invited to update the Committee on his activity in relation to promoting club membership. This included the use of social media, the involvement of more players in the Winter Handicap League (although there was little interest in weekend tournaments), giving financial support to Andy Cockerill to run a Beginners course (as long as participants can be recruited), and encouraging new members to join what is seen as an attractive and welcoming club. He also reported interest in the upper level of competition, maybe an individual handicap event.

After discussion, Paul was thanked for attending and for his work on behalf of the club, and left the meeting.

Minutes of the Committee meeting held on 10 September 2025 were approved. There were no matters arising, but it was noted that the minutes of the 2025 AGM incorrectly recorded that the court off peak rate had been increased to £6.50, the correct rate being £6.

1. **Treasurer's Report.** Steve reported that the draft Annual Accounts for the year ending 30 September 2025 were complete and showed a small surplus of £228. Most items were standard, but there was some distortion caused by a large gas rebate balanced by exceptional expenditure on premises repairs. Subscriptions for 2025/26 were over £10k, and the club had £18k in the Current account and £20k in a reserve account. However, for the last two financial years the club had been running a recurring deficit of £2k per annum, which is not sustainable in the long term.
2. **Secretary's Report.**
 - (i) Mike had completed a thorough review of current membership, with the figure standing at 110, 77 of whom are adult men. The Payne database includes around

250 historical members, and it was agreed they be circulated by email inviting them to consider rejoining.

- (ii) A proposal from Paul Booth that the rule requiring one court to be left free for individual bookings at peak times be rescinded, was agreed.
- (iii) The reduced subscription for new adult members of £65 was agreed, the £15 of court booking credit was cancelled, and the offer of one free junior for each adult member was confirmed
- (iv) Free (Honorary) membership was confirmed for Ron Freitag, Richard Brown and the two Coaches – Andy Cockerill and Fiona Reid.
- (v) To conform with Yorkshire League rules, it was agreed that the following Professionals who play in the Club's YL 1st team, needed to be registered as members of the club - Ben Smith, Ben Sockett, Sam Ince-Carvell, Dan Ince-Carvell and Caleb Boy.
- (vi) The Chair would talk to the manager of the YL 2nd team about the position of a number of players who had transferred from the defunct Beverley team in order to play YL squash, but were not members of Ferriby. He would also consult Paul Booth about two players who were participating in club activities but were not current members.

3. Funding of Yorkshire League Teams. There was some discussion on the need for sponsorship to cover the full costs of the two teams, or how the shortfall would be made up. The Chair would discuss this with the Team Captains. The Treasurer was asked to draw up costings and reclaim expenditure from sponsorship income.
4. Promotion. Chris presented a paper covering two aspects of promotional activities – the use of social media and the role of the Coaches. With regard to social media, he proposed four actions which were agreed. Chris had discussed with Andy and Fiona the current financial arrangements with regards to coaching, and proposed that Coaches should book courts for adult coaching and that the adults should fob the lights. He had also stressed the need for the Coaches to be fully accredited with England Squash. Chris also put forward a paper covering a wider role for Coaches in future club development, to be discussed further. This was agreed.
5. Update on Competitive activities. The Secretary reported that the following Club activities were all progressing well – two Yorkshire League teams, one Humber squash team, one Grimsby Three Man League team, the internal Winter Handicap League and the Individual Squash Mini-leagues. Colin Brooks would be organising the Club Squash Championships from Easter onwards. It was noted that the only activity which does not have an Organiser is Racketball,

although Colin Brooks had run a Handicap championship and Mike Archibald was running individual mini-leagues.

6. Governance of the Club. Duncan Ross submitted draft Articles of Association for a new Company and a number of associated papers, which were agreed. See the separate Minutes below which are required for legal purposes, and to enable the process of setting up a new Company and transferring the assets of the current one, to move forward. The next step would be the convening of a Special General Meeting to formally approve the Articles and related papers and establish the new Company.

7. The Energy Audit confirmed the benefits of installing a solar PV system, which could benefit the club by up to £7,500 per annum. The Audit was accepted and the following actions agreed –
(a) Preparation of Feasibility Grant applications and enabling works
(b) Receiving in the autumn the final scheme specification and detailed costs

The Treasurer was asked to investigate the installation of a Hive system to control the boiler, and Duncan was asked to obtain quotes for cavity wall insulation.

8. Membership of the Committee. It was noted that, with the resignations of Steve Birss and Mel and Ian White, the Committee now totals ten, all adult men, including two co-opted members. It was agreed that access to Dropbox should be limited to Committee members. Thanks were recorded to Steve, Mel and Ian for their work on the Committee over many years.

9. Premises Matters. Mike A reported that the recent heavy rain has led to a number of flooding issues around the gutters, and that there is a crack in the brickwork which he will try to fill with sealant. The air vent in the men's toilets is also leaking. Martin agreed to ask the builder who had replaced the Velox Roof Window, if he would have a look at these matters. Mike A agreed to investigate whether the hot water boiler could be put on a timer to avoid it being on 24 hours a day.

10. Communication channels with members. It was noted that the various activities within the club were using Whatsapp groups to facilitate communication between participants, but that it would be necessary to use email for general mailings to all members until such time as they were all on Whatsapp. It was

agreed to add all members into the main Ferriby Hall Squash and Racketball Community Account, so that it can be used for one way announcements.

11. There being no further business, the Chair closed the meeting at 10.00 pm. The next meeting would be fixed when the Governance papers had been approved by the lawyers, hopefully early in 2026.

FERRIBY HALL SQUASH CLUB

MINUTES OF COMMITTEE MEETING

Held on: 8 December 2025

At: Ferriby Social Club

Time: 7.00 pm

1. PRESENT

Martin Shaw Chair

Michael Clemson Secretary

Steve Verity Treasurer

Committee members Duncan Ross, Mike Archibald, Simon Tomlinson, Nigel Downes, Chris Bowles and Mike Jones

Apologies: Colin Brooks

The Chair confirmed that the meeting was quorate and declared the meeting open.

2. PURPOSE OF THE MEETING

The purpose of this meeting was to consider and approve:

1. The registration of a subsidiary Company Limited by Guarantee (CLG), prior to the anticipated full incorporation of the Club as a CLG;
2. The adoption of new Articles of Association drafted for the CLG and compliant with CASC legislation;
3. Necessary preparatory works to enable the future transition of the existing unincorporated / share-based entity into the new CLG structure;
4. The submission of an application for Community Amateur Sports Club (CASC) status to HMRC;
5. Authorising named individuals to complete statutory filings and administrative steps.

3. BACKGROUND

The Committee discussed:

- The limitations of the current structure as a private limited company with shareholders;
- The advantages of a Company Limited by Guarantee, including clearer governance, asset protection, no share ownership, and CASC compliance;
- That the proposed Articles of Association had been drafted to meet both Companies House requirements and HMRC CASC criteria.

The Committee confirmed the new structure better reflects the club's aims and long-term sustainability.

4. APPROVAL OF THE ARTICLES OF ASSOCIATION

The Committee reviewed the draft Articles of Association for the new CLG.

RESOLVED:

That the Articles of Association in the form presented to the meeting be approved and adopted in full for the future incorporation of the new Company Limited by Guarantee.

5. APPROVAL TO INCORPORATE A COMPANY LIMITED BY GUARANTEE

RESOLVED:

That a new company named “FERRIBY HALL SQUASH & RACKETBALL CLUB LIMITED” be incorporated as a private Company Limited by Guarantee using the approved Articles of Association.

FURTHER RESOLVED:

That the initial Directors of the new company shall be:

Martin Shaw, Michael Clemson, Steve Verity, Duncan Ross, Mike Archibald, Simon Tomlinson, Nigel Downes, Chris Bowles, Colin Brooks and Mike Jones.

The Secretary is authorised to prepare and file registration documents.

6. TRANSFER OF CLUB OPERATIONS TO NEW ENTITY

RESOLVED:

That upon incorporation, the existing club's activities, assets, liabilities, and membership arrangements will be transferred to the new CLG on a date agreed by the Directors.

All Members will be notified and invited to become Members of the new CLG.

7. APPROVAL TO APPLY FOR CASC REGISTRATION

RESOLVED:

That the Club shall submit an application to HMRC for Community Amateur Sports Club (CASC) status following incorporation.

8. AUTHORISATION OF FILINGS AND ACTIONS

RESOLVED:

That the following individuals are authorised to complete all actions required:

- Michael Clemson, Secretary
- Martin Shaw, Chair
- Duncan Ross, Deputy Chair
- Steve Verity, Treasurer

Actions include:

- Filing incorporation documents
- Filing the Articles of Association
- Completing the CASC application
- Managing transition of assets, bank accounts, memberships, and contracts
- Any further actions necessary to implement the governance transition

9. DATE OF NEXT MEETING

The next meeting will be held early in 2026..

10. CLOSE OF MEETING

The Chair closed the meeting at 10.00 pm.