

## **MINEHEAD & WEST SOMERSET GOLF CLUB**

### **MINUTES OF THE MANAGEMENT COMMITTEE MEETING**

**HELD ON MONDAY 1 AUGUST 2016 AT 6.30 P.M**

**PRESENT:** Stephen Kaye (SK) Chairman; Alan Ridgway (AR) President; Alan Bissell (AB) Treasurer; Manager; Tony Bowden (TB) Competitions; Jenny Holland (JH) Lady Captain; Mike Shortland (MS) Catering; Jayne Fulwell (EJF) Premises; Dorrien Bickerstaff (DB) Captain;

**IN ATTENDANCE** Ros Chidgey Minutes.

**1. APOLOGIES** Dean Bradwell (DeanB) Competitions & Handicaps; Lesley Davis (LD) Lady Vice Captain; David Chidgey (DC) Seniors Captain; Graham Wells (GW) Course

#### **2. AGREE MINUTES**

Minutes 4 July 2016 Approved

#### **3. MATTERS ARISING**

**6.1** With regard to the letter received EJF had spoken to the Lady concerned and suggested Melamine Table mats for the dining area to commemorate Bill Shorey.

#### **4. SECTION REPORTS**

##### **4.1 Financial Report**

AB – Finance Report had been sent to all committee members, prior to meeting. MS asked for clarification regarding the monies allotted to the bar and catering, the information was confusing and included some holiday pay. AB to look at the report and get back to MS regarding the information and split.

AB also suggested a costing sheet should be filled in for each function held at the club, AB to provide a standard pro forma to be completed by Steve Archer. AR suggested that SK talks to SA informing him of the necessary information required. EJF/MS to set out work on the Trolley Shed against the Insurance Claim.

CASC – there had been a good response from members and AB would contact them to arrange a meeting within two weeks.

##### **4.2 Course Report**

The Course Report had been forwarded to committee members.

DB stated that the Ragwort needed to be pulled without delay.

It was also suggested that some of the bunkers needed attending to.

EJF requested that a local rule was brought in regarding the damage caused by rabbits on the ninth or that netting was put on it to prevent the loose of balls. EJF suggest that hosepipe should be put to the back of a green instead of across the front.

DB had a complaint about one of the green staff due to language used towards a visitor. SK stated that if certain words were used it was a disciplinary matter. SK to discuss with GW. AB stated it needs to be handled carefully.

### **4.3 Catering and Social Report**

MS issued a report.

MS stated that there were improvements in the food department apart from the BBQ and an Avalon Breakfast. TB reported that there had been no-one behind the counter and tables had not been cleared ready for the A team. MS had heard that the breakfast was really good.

MS said that a discussion between Graham (kitchen) and Steve Archer had sorted out some problems and they were working together. AB suggested re-visiting job descriptions, MS felt that was not necessary and they should just sort out what was required.

Bar takings were down on the year and AR said that this could be due to the weather and lack of social events.

A stock take had taken place and was very good and carried out efficiently. AR asked whether the club was in a position to have the star rating reviewed. MS to talk to Graham (kitchen)

MS concerned that there are no social functions going on.

SK has been requested to discuss SA's hours.

### **4.4 Premises Report**

EJF had provided a report for the committee.

EJF stated that there were 3 dates in the diary, a golf day 12 November, a dinner with auction 3 December and one other, hoping to raise approximately £5,000 towards improvements to the men's changing area.

AR suggested £1 on all golf where an entry fee was being paid – this is for men sections towards their changing area, not all sections, so Club competitions, Seniors, Warreners and Swindle. SK suggested that this is something that could be dealt with by the Captains committee.

AB asked if a sign could be put on the corner of the club house informing members of the public where the nearest public toilets were situated.

It was pointed out that at present the disabled toilet was not fit for purpose and it needed to be tidied out and possibly re-decorated. EJF to see what can be done.

MS suggested that the smoking area needed to be moved from outside the front entrance.

### **4.5 Captain's Report**

Report issued – MS asked DB how he felt about SA not working on Club Captain's Day and DB reported that it was expected to be a busy day.

SA struggling to do fixtures, these normally go from year to year.

DB felt the club owed Tiverton as they were let down over this year's fixture as an incorrect date had been allocated.

SK clarified that SA was responsible to organise the club fixtures and suggested that someone from the Club should work with him to sort fixtures ready for 2017.

The Skylark competition JH reported that she had a lot of trouble from some members regarding this competition as it had been decided by PB, JH and the lady who comes from Mexico each year and gave the trophy that it would be a drawn competition this year. JH read out an e-mail sent to couples that had previously played in the Skylark Competition asking them to boycott it this year. DB stated that he will match the number of ladies who sign up and AR to speak to the member concerned.

#### **4.6 Competitions/Handicap**

TB stated that the Buchanan Cup competition needed to go up, TB would like everyone who has taken part over the last five years to be emailed. SK suggested that this again could be dealt with at the Captains Committee.

#### **5 SUGGESTION BOX**

SK felt that the suggestion box was not being used for the purpose intended and should be taken away. TB thought it was a good place for members to go but suggested that they should be asked to put their names on the suggestions.

SK to put information in the newsletter re the area of responsibility for certain committee/staff members.

#### **6. CAPTAINS COMMITTEE**

SK putting together the new Management Structure for approval by the committee and members.

AR suggests PA should be asked if he would be prepared to chair the Captains Committee, which could also act as a diary committee to be arranged as soon as possible.

#### **7. ANY OTHER BUSINESS**

With reference to the recommendation by England Golf that the Golf Club incorporate as a Limited Company AB suggested it is a must do. AR asked if the committee were sure that there were members in the club willing to do this. SK stated it would work as it does now and the only onerous thing would be entering accounts each year. The club would no longer have trustees, AB asked if the trustees had been approached to find out their views as this should happen before any final decision.

Communications and how to handle complaints – SK said that most of the time members wanted to be listened to.

Lapsed membership – SK contacted everyone on the list and about 20% are going to rejoin. SK stated that this could be something that Marketing needed to look at.

A letter had been received from Ian Read, regarding (lady member) JH stated that IR wants and apology and has requested that two members of the committee speak to her. SK suggested that JH speaks to her and informs her it has been raised at MC. If she apologises that would be the end of the matter otherwise it would need to go back to MC.

AB asked if there could be a designated area for lost property and it was suggested that any items should be dated.

The reciprocal green fees with Tiverton and Enmore were not working properly SK to look into this.

SK appealed for support for Janet Handley with a fun day to include the juniors at the end of August involving ladies, seniors and men members.

## **8. DATE OF NEXT MEETING**

Monday 5 September 2016