

**Clacton-on-Sea Golf Club Ltd.**  
**Incorporated in England & Wales. Company No 05822581.**  
**Board Minutes Monday 18<sup>th</sup> June 2018 – WEB Version**

Minutes of a meeting of the Board of Directors, held at Clacton-on-Sea Golf Club, West Road, Clacton-on-Sea, Essex of Monday 18<sup>th</sup> June 2018.

Present: - H Foster (Chairman); D Gilbert (Greens); D Pink (Administration); A Smith (Club Captain); T McConnell (Finance & CEO); R Burrell (House):

In attendance: -); M Goodwin (Head PGA Professional); N Welsh (Bar, & House Manager):

1. Apologies: T Stevens (Development); B Lord (Ladies Captain); A Smith (Head Green Keeper); G Rackham (19<sup>th</sup> Catering):
- 2 The Chairman welcomed everyone to the meeting
3. The Chairman asked if he could sign the minutes from the Board meeting of 21<sup>st</sup> May 2018 – this was agreed.
4. The Finance Director will be asked to see the minutes were put on the web. **(AP)**
5. Matters arising from the 21<sup>st</sup> May 2018 Board meeting

Finance Director: Minutes on the Web - Done  
Re-issue the members surname/ golf club hole responsibility idea O/S  
Playing off White tees – Newsletter O/S  
PSI screen in men’s lobby – O/S  
Dartboard – Done : Administration Director said she would get the ladies team sorted out **(AP)**.  
Juniors tee time on Saturday’s – O/S  
Van for the Golf Club - Done  
Towel dispenser key for the halfway house - Done

House Director Mens showers flooding – O/S

Greens Director Round Table Christmas sleigh – O/S  
Junk in the containers – O/S

House & Bar Manager: New members cheese & wine evening – O/S  
Noted – wine for sale Ford on the Fairway 2 - Done

Ladies Captain: Mixed Open Profit & Loss – O/S

All Etiquette guide – feedback - Half done  
Men’s Open Day – O/S

Support for the Michael Goodwin Cup –Done: Going up Friday, 144 max and there will have to be a waiting list if need be. The Bar manager and Club Professional said they would liaise

and get an email out reminding members about the Golf and the party Night. (AP). The Club Captain asked about ticket sales 225 ish so far. The House Director asked for the Break Even – approx. 400 to be sold. There will be a rush late on as many people still to purchase tickets. The House Director also asked if on the day for the Golf, there is always a big hold up at the 2nd and 17th, could a drinks tent go there? The Bar Manager will organise. (AP).

#### 6. Alan Smith – Greens – Not in attendance

The Greens Director gave an update on behalf of Alan Smith;

Generally the course is not in bad condition.

There is a large flail coming in tomorrow (19/06) which will take down all of the large hedges, should be arriving at about 06:00am and be here for the day. It will not interfere with the Ladies Golf.

Had 2 machines on demo one cuts the semi rough and is faster than our current cutter. There is also a rough cutter which is about a third quicker, cost however is £78,000 and not as good as the Toro machine. Greens staff are saying stay with Toro, better than John Deere.

The Chairman said a meeting is due with the Greens staff and the long term needs of the Golf Club discussed. He asked if the plan set up by Stuart Self was still be adhered to? Yes, where possible. **(AP)**.

#### 7. Finance Director's Report

Finances (profit) v 2017 are down by £12k. Income is down by £3k and £20k when you take out the catering sales. There is an offset to this in Club Expenses which show up by 14k but actually lower by £5k when Catering purchases removed. Course expenditure is showing up by £11k (lower than April as informed last month). Admin expenses continue to be down, £9k at the end of May. Club Direct Expenses are also down by £8k.

Bar takings were up in May, total year to date bar takings are now only down by £8.5k on the same period in 2017. The Chairman asked why? A discussion followed, generally there were some large wakes early on in 2017. It was agreed that whilst takings were down, then costs needed to be kept under control. At the moment takings are down and costs are up. The Bar Manager must control these overheads and purchases better than at the moment (AP).

The Chairman asked all present to think about what is being reported by the Finance Director. If income is down and our bottom line is reducing what do we do to correct it? A long discussion followed. The Board need to come up with Income generating ideas, the alternative is to put bar and subscriptions costs up, which could have a knock on effect.

The Captain and Greens Director both mentioned Friday nights. In May, there had been two Friday night club closures. The Finance Director also read out an email he had received from a member. The Board agreed that this was not the norm. They agreed that if Fridays are going to be used then longer notice must be given to the members. Ultimately Friday nights should not be used unless absolutely necessary or unless it is open to all members.

#### 8. Chairman's Report

The Chairman said he will speak later on in the Directors only part.

9. Greens Directors Report

Said his bit earlier

10. Development Directors Report

Absent but had spoken to House Director

11. House Directors Report

Has spoken with Development Director and are still looking into the New Clubhouse idea

12. Administration Directors Report

Nothing to report for now

13. Club Captain

Asked about the summer party – as earlier 225 approx tickets sold, we all need to push sales and make sure we get to the 400-450 number. **(AP)**.

14. Ladies Captain

Not present but had left a note with the Finance Director;

Boudica team selection; The team this year got beat really badly. Does the Board think the way the team is selected should be more formal, i.e. by qualification? After a discussion, the Board decided that the selection should still be made by the Club Captain and the Ladies Captain, but, the strongest team possible should be selected to give them a chance of winning. It was agreed that if incoming Captains are reminded in their info pack this would help.

15. Bar/House Managers Report

Asked for comments on the Lounge bar ceiling – In general, everyone liked what has been done. The Past Captains pictures will go back up but in new frames. The Gold Leaf Boards will be going up soon.

With regards to Friday nights, on Friday the Club in partnership with 19<sup>th</sup> Catering are putting on a free Elvis tribute night. The Club are sharing the costs 50-50 with 19<sup>th</sup> Catering. The event was fully booked within three days. The Club Captain suggested that maybe this is food for thought and re-shaping the weekends at the Golf Club, especially Friday nights – it was agreed it was worth looking into. You can book a table for food or just come in if you want and is open to all members.

There has been a late cancellation from a function on Saturday 7<sup>th</sup> July. 19<sup>th</sup> Catering have arranged for a Michael Buble Tribute and at reduced costs of £22.50 instead of £27.50 to try and get the night filled. Ticket sales are slow but enough taken up to keep the event on.

Dress code was discussed. Members are still pushing the limits with shirts and footwear. The Club dress code is smart casual. You cannot wear beach wear, gym –jogging bottoms

etc. The bar staff will need to inform members if they have incorrect footwear on, especially golf shoes as this may damage the carpet. A question was asked about England football tops – yes, they can wear them when there is a match on.

It was mentioned about a particular society who turned up, the dress code was not good and the language and general attitude was poor – then they must be reminded.

16. 19<sup>th</sup> Catering Update

Not present.

17. Head Professional update

Michael Goodwin informed the Board that competition play by dates for some competitions had changed from Sunday to Monday. The Finance Director said he changed them last year, this year some people were confused; did they have to be played by the Sunday or could they play on Sunday. By putting the Monday date he believed he had cleared the problem. He said nobody said anything last year, but he will change the dates back for the next rounds for 2018 and will not repeat.

18. Any Other Business

None

The meeting ended at 5:50pm for non-Directors. The next Board meeting is on Monday 16<sup>th</sup> July 2018 at 5.00pm

Meeting closed at 18:10pm

Minutes by T McConnell (Finance Director)

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Signed by H Foster (Chairman)

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**Action Points**

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| Chairman:               | Meet with Greens staff  |
| Finance Director:       | Minutes on the Web – Monthly requirement<br>Re-issue the members surname/ golf club hole responsibility idea<br>Playing off White tees<br>PSI screen in men’s lobby<br>Juniors tee time on Saturday’s |
| House Director          | Mens showers flooding   |
| Administration Director | Get a ladies darts team organised   |

Greens Director	Round Table Christmas sleigh Junk in the containers
House & Bar Manager:	New members cheese & wine evening Noted – wine for sale Ford on the Fairway 2 Email members about the Michael Goodwin Cup + Party Night Drinks tent on course at 2 <sup>nd</sup> and 17 <sup>th</sup> for Saturday 18 <sup>th</sup> August
Ladies Captain:	Mixed Open Profit & Loss
All	Etiquette guide – feedback Men's Open Day Support for the Michael Goodwin Cup/Summer Party Joint venture ideas with Millers Barn