



MINEHEAD & WEST SOMERSET GOLF CLUB

The Warren, Minehead, Somerset. TA24 5SJ

Telephone: (01643) 702057

Fax: (01643) 705095

email: secretary@mineheadgolf.co.uk

WebPage: www.mineheadgolf.co.uk

MINUTES OF THE MANAGEMENT COMMITTEE MEETING HELD ON WEDNESDAY 23 MAY 2018

Present: A Bissell (AB), J Fulwell (JF), D Hayhoe (DH), L Trump (LT), D Compton (DC)
G Ross (GR)

Apologies: Mark Swallow (MS), Alan Ridgway (AR)

Minutes of Last Meeting: have been approved from email circulating

1. Reports

Finance – AB reported that the accounts have been delayed by the accountants despite an agreement made previously. They cannot produce the accounts as they are now outsourcing some work to India, ours included, and there has been a delay. They should be back today or tomorrow and then the accountant needs to look at them so it could be later on next week. Earliest AB can meet with them is 11th June due to a holiday. As long as nothing is delayed then we could meet or do email confirmation for the 13th June and agree them. AB and the accountant need to sign - maybe by 14th and then hopefully PA can compile all the reports the Tuesday or Wednesday before the AGM. A suggestion was made that we should look at other accountancy firms and have a proposal ready for the AGM. A suggestion was also made that AB/PA to put up a note explaining that the accounts will be available during the week before the AGM - AB to wait until Meeting on 11th June. Proposal for AGM that payment is due on the 1st April and after that date a list of non-members will go up. GR stated there was a need for every game to be logged on BRS including swindles to ensure only paid-up members are playing. A suggestion was made that names are entered on BRS by individuals before the day and then drawn when they get to the club. Someone needs to talk to the organisers of these competitions. This might also free up some tee times which others can then book if not all reserved tee times are used.

Course - DC reported that there was not much coming through on the soil delivery and construction sites as we are waiting on planning. Mapping took longer and talks with County Council have taken even longer. He is waiting for all documents to be ready and then will submit with one fee of £116. From the Health & Safety report there is a need for a wash down area for the lorries which will be by the entrance to the Greenkeepers area. DC is hoping that plans etc will be ready for the AGM for further suggestions and questions. Suggestion that John Bickerton is involved due to his expertise in the matter. He reported that the course is very good at present but noted that Rob is concerned about

the marquees going back up which damages the putting area.

Premises - JF stated that we are still waiting for a certificate on the electricity check for Health & Safety. The water check has been done. JF asked for Management agreement to get the cupboard in the foyer built which will please the Ladies section as they are keen to get rid of the tables etc from their changing room – this was unanimously agreed. With regards to the septic tank – she had met with Hi-Tec drains and Chris Yeates. Hi-Tec Drains seems to be a very professional outfit with a great deal of knowledge. Under their plans we would lose 3 parking places in the small car park between the shed and the gas tanks. JF asked for approval from the Management Committee to ask Hi-Tec Drains to put in test drills - all agreed. The fire exit changes were queried by DH who made the suggestion that the door used to go out on to the patio becomes the fire door and the original door be a fixed door - JF to get a quote.

Bar/Catering - no report. AB reported that the security alarm in the kitchen does not work. Petty thefts have been reported recently. This needs to be investigated further with a check made as to who has keys and that the alarm code needs to be changed.

Marketing – JF stated that there was nothing further to add to her report. She had attended an Area cluster meeting and reported that the Somerset Passport is still going - a round of golf at M&WSGC, Enmore, Oake, Pickeridge etc. Enquiries are coming in but this scheme needs greater promotion – it could be a potential lucrative area. Permission asked for PA to investigate changing the Club's card sales payment provider from Worldpay to Sagepay. - all agreed.

Captains Committee - functions of the Captains Committee are being investigated.

2. Appointment of a Club Manager and Office Structure - MS had produced a report. Discussion followed - Manager plus admin assistance was a suggestion from DC. Discussion on duties and pay of bar and kitchen staff followed. In the next meeting these issues need to be addressed.

3. Items from the Chairman

Claire's Kitchen agreement - deferred to next meeting.

Terry Watts - needs to be checked if letter has gone out. Deferred to next meeting.

Alan Jarrett – discussed and agreed this has now been dealt with satisfactorily.

Adrian Ryan - discussed and agreed that Chairman's two months refund was correct from last meeting and is being dealt with by Faye.

Bar/Catering 4 months on - see above

Date of next meeting - date set when finance report is available.