



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

The Warren, Minehead, Somerset. TA24 5SJ

Telephone: (01643) 702057

Fax: (01643) 705095

Email: [secretary@mineheadgolf.co.uk](mailto:secretary@mineheadgolf.co.uk)

WebPage: [www.mineheadgolf.co.uk](http://www.mineheadgolf.co.uk)

### **MINUTES OF EXECUTIVE COMMITTEE MEETING**

**HELD AT THE CLUBHOUSE on 20TH JANUARY 2014 at 5.30 P.M.**

#### **PRESENT**

P Fullbrook - Chairman

John Fulwell – Treasurer

G Mason – Captain

Ros Chidgey – Ladies Captain

J A' Court – Premises

Jayne Fulwell – Bar & Social

C Valentine – Course Manager

T Bowden – Competitions & Hcps

K Lockett -- Vice - Ladies Captain

#### **IN ATTENDANCE:**

T John (President), W Elston (Senior Representative), S Archer (Bar Manager), A Giles (Minutes)

#### **1. INTRODUCTION & APOLOGIES**

Apologies were received from P Arbourne and D Compton.

#### **2. MINUTES & MATTERS ARISING**

2.1) The minutes of the meeting held on the 16th December, 2013 were approved and signed.

2.2) There were no matters arising from the minutes which would not be covered by the current agenda.

#### **3. REPORTS FROM SECTION MEMBERS**

Written reports from the section members were circulated to the committee prior to the meeting.

In addition to the individual reports, the following items were raised:

##### 3.1 Bar & Social

(i) Health & Safety Course: Jayne Fulwell advised that there was a change to the dates of the health and safety course referred to in her report; it would now be on the 11th and the 13th of February. Craig Valentine confirmed that the course would be provided free of charge.

##### 3.2 Course

(i) Course Spoil / Top Soil: John A' Court raised the issue of recording the levels of spoil / top soil being brought onto the course. Green staff are concerned that the quantities being brought in were not

### 3.2 Course cont....

being accurately recorded and that there was a danger that the permitted daily limit of eight loads might on occasions be exceeded. It was agreed to take no formal action at this stage.

(ii) Clubhouse Roof: repairs would have to be carried out to the clubhouse roof above the flat. J A'C was authorised to get a quotation to carry out the work.

(iii) Practice Bays: the planning application for the practice bays was now ready for submission.

(iv) Coastal Footpath: committee was updated on the current situation regarding the coast path and the fact that the club had received a request to divert the path onto the golf course due to coastal erosion. Discussions with the parties concerned were on-going and J A'C will keep the committee informed of progress.

(v) Clubhouse Lighting: there are problems with some of the lights in the clubhouse causing the bulbs to fail on a regular basis. Replacement cost of the faulty units was estimated to be £200. J A'C was authorised to proceed with the work.

### 3.3 Finance

(i) Electricity: a new contract for the supply of electricity had now been put in place which should deliver significant savings in the future.

(ii) Match Fees: an additional match had been arranged by the seniors section over and above those already in the club diary. Concern was expressed by the committee that fixtures were currently being arranged without first seeking committee approval. The committee voted on a proposal that a green fee of £10 per visitor should be charged for this match. After discussion this was not authorised by the committee. In addition it was agreed that this decision should not set a precedent and that all future requests for additional fixtures / matches must be put before the committee for approval.

(iii) VAT Claim: the club had submitted a claim for a refund of VAT charged on fees which dated back a number of years. This and other such claims were still being contested in the courts and it may be sometime before any monies are received, if at all.

(iv) External Accountancy Support: the contract with Helene Potter will end in the next few weeks. Alternative professional support was available if required in the future.

(v) Budget 2014/15: work on the budget was still on-going and it would be ready in time for the AGM. Craig Valentine expressed concern over the level of any budget which might be included for landfill receipts due to the uncertain nature of this income stream. It was agreed that only a modest sum will be included in the 2014 budget for this source of income.

(vi) Membership: the Chairman requested that an up to date list of all current members, including those who may not yet have paid their 2014 membership subscriptions, be made available to the committee for the February meeting.

(vii) Financial Deficit 2013: The Treasurer forecasts that the Club is likely to make a loss of approximately £30k to £35k for the year ended 31<sup>st</sup> December 2013.

#### **4. MEMBERSHIP SUBSCRIPTIONS 2015**

(i) Membership Subscription Categories: The committee discussed in depth various options for changes to the current subscription categories which might be introduced for 2015. It was agreed that draft changes to the categories will be circulated to the committee prior to the February meeting with a view to agreeing a revised structure that can be put forward as a proposal to the AGM in March 2014.

(ii) Membership Categories R1 and R2: there were currently 69 people in the membership categories R1 and R2. Enquiries had been received regarding the specific terms which applied to these membership categories and in particular what happens when the two year term expires. It was agreed to continue with the existing R1 and R2 membership categories. It was also agreed that the two year term limit that applies to these categories should be applied without exception.

(iii) Butlins' Enquiry: an approach had been received from Butlins requesting reduced membership rates for their staff. It was agreed that the matter should be explored further with a view to a more detailed proposal being brought back to the committee at a later date.

#### **5. MEMBERS REQUESTING SUBSCRIPTION REDUCTIONS**

Requests from eight members for reduced annual subscriptions were considered by the committee. The details of these requests and the decision made on each case are set out in Appendix A to these minutes.

#### **6. GREEN FEES FOR SUMMER 2014**

Details of revised green fees to apply for the summer of 2014 were circulated to the committee prior to the meeting. The fees, as circulated, were approved.

#### **7. MARKETING SUB COMMITTEE**

(i) At present there were very few people identified to sit on the proposed marketing sub-committee. Mr Stephen Kaye from the seniors section had expressed an interest in taking on such a role.

The committee debated a number of options covering marketing and membership promotion and in particular how these functions might best be represented at committee meetings.

It was agreed that The Chairman would contact Stephen Kaye to discuss a possible role on the marketing sub -committee.

(ii) It was agreed that the committee would seek to co- opt an additional member onto the management committee with specific responsibilities for marketing and membership.

#### **8. PRACTICE GROUND**

A number of possible sources funding for the proposed improvements to the practice area were debated. It was acknowledge that external funding was unlikely to be forthcoming until planning permission was in place. It was agreed that the Chairman would discuss the issue with the Junior Organiser with a view to identifying sources of funds associated with the development of golf for

## 8. Practice Ground cont....

juniors. It was also agreed that Jayne Fulwell would speak to Ian Reed and John Bickerton to see if they had knowledge of possible funding sources for this project.

## 9. AGM REPORTS

This year's AGM would be held on the 15<sup>th</sup> March. It was agreed that Gerry Mason would arrange production of the booklet for distribution at the AGM and that information to be included in the document should be passed to Gerry as soon as possible.

## 10. OTHER BUSINESS

(i) Coffee Machine: Gerry Mason was authorised to seek competitive quotations for replacement of the coffee machine.

(ii) Trophy Cabinet: Gerry Mason was authorised to seek quotations for improvements to the lighting in the trophy cabinet.

(iii) Booking of Tee Times: The rules restricting the booking of tee times for social golf, no earlier than seven days before the date of play, had been breached via the pro shop. It was agreed that Phil Arbourne should speak to Ian Reed and his staff and remind them of the rules governing the booking of tee times.

(iv) Annual Dinner: Gerry Mason updated the committee on arrangements for this dinner.

(v) Bar Staff Dress Code: It was agreed that bar staff should be instructed to wear a collar and tie on Sundays and for functions and matches.

(vi) New Year's Party: It was felt that despite the best efforts of the staff, there were significant issues / problems with the recent New Year's party. It was agreed that other options should be considered for the event in the future.

(vii) Handicaps / Competitions: Dorian Bickerstaff has expressed an interest in standing for election as Handicap & Competitions member at the AGM and will put his name forward in the usual manner.

(viii) Employee's Handbook: Tony Bowden reported that the employee's handbook was almost complete. It required a limited number of amendments after which it would be ready for distribution.

(ix) Spoil / Top Soil: a plan will be brought to the next meeting identifying the route across the course which would be used by vehicles bringing in the spoil / top soil.

## 11. DATE OF NEXT MEETING

The date of the next meeting will be Monday 17<sup>th</sup> February 2014 at 5.30pm.

Meeting Closed 7.40pm

Signed: ..... (Chairman)

Date:.....