

# MINEHEAD & WEST SOMERSET GOLF CLUB

## MINUTES OF THE MANAGEMENT COMMITTEE MEETING

HELD ON MONDAY 08 JUNE 2015 AT 6PM

**PRESENT:** Paul Fullbrook (PF) Chairman; John Fulwell (JF) Treasurer; Phil Arbourne (PA) Past Captain; Graham Wells (GW) Course Manager; Kay Luckett (KL) Lady Captain; Jayne Fulwell (EJF) Premises; Dorrien Bickerstaff (DB) Competitions & Handicaps

**IN ATTENDANCE:** Alan Ridgway (AR) President; Dave Williams (DW) Senior Rep; Steve Archer (SA) Bar Manager; Faye Barringer-Capp (Minutes)

### 1. APOLOGIES

Phil Bowden (PB) Captain; Dave Dennis (DD) Handicaps; Graham Walsh (GWalsh) Catering; Jenny Holland (JH) Lady Vice Captain; Ian Gover (IG) Junior Representative

### 2. MATTER ARISING

There were no Minutes from the Meeting held on 5<sup>th</sup> May 2015, and no matters arising.

### 3. SECTION REPORTS

#### 3.1 Treasurer's Report

JF reported that he was pleased with the April figures, which had been boosted due to successful open days and returning Members. Infill income was holding up, although as expected there had been none during April and May. 2015 figures reported as being in good shape. Money had been spent on the Clubhouse and also on the course, paid for by individual club member donations, which demonstrated a willingness for members to get involved. Catering figures could be improved, although it was agreed this did not produce a large income. A new mower was being delivered in the next few weeks. Planning Application for the container was pending the WSC Planning Meeting. JF requested authority, with PF, to update signatories to the Club's bank accounts and credit card. This request was approved.

#### 3.2 Course Manager's Report

Communication - GW reported that 2 divot working parties had been held on fairways 2, 3, 5, 13, 16 and 17. One email communication to members had been incorrect, resulting in several members turning up on the wrong day. This communication issue to be discussed in Committee. A notice advising members of work planned for June/July would appear in early June.

Staff - GW reported that he agreed that staff were doing an excellent job, and relations between staff and those connected with the club were much improved from when he had started in his position.

Course Issues – GW advised landfill expected to re-start in June when Lynch's digger driver available, with work on the 5<sup>th</sup> yellow and red tees.

Awaiting costing for the more expensive steels required for reconstruction of a safer bridge to the 5<sup>th</sup> white tee.

Advised 2 new practice mats required for the practice range at a cost of approximately £1000. These would be used there until the practice bay funding was fully acquired, when construction would begin. The mats would thereafter be used on tees bedding in after reconstruction with landfill.

Completion of the practice greens was progressing slowly due to routine maintenance requirements.

The new sprinkler system controller had been installed. Several valve boxes needed replacing so hosepipe watering would be necessary in some locations until they had been dug up and replaced.

Chemical treatment was to be used to kill unwanted grasses where fescue domination had been secured (greens 16, 17, 18 and possibly 2, 9, & 11). To be discussed with Rob Barrett. The new Toro rough mower had been delivered on 6 June, with the utility vehicle Rob had negotiated to arrive soon after.

Training & Practice Facility – Awaiting formal news on the application for grant funding. Council Meeting Scheduled for 1<sup>st</sup> July 2015.

Other Issues – Expenditure to end of April comfortably below budget. Greens Committee to be held in late June.

DW advised difficulty accessing some bunkers for older members. GW suggested increasing the level of sand, and will continue to monitor.

### **3.3 Premises Manager's Report**

EJF and AR had met up to sort out photographs of Past Captains, which required refurbishment. Issues with the drains to be resolved. External decoration of the premises by Aron Coles due to commence on 22 June, being 4 weeks duration. SA was co-ordinating the patio paving work, which would be done at cost by Pete Bowden. St Austell Brewery would donate beer to the value of the cost of three extra rows of slabs.

EJF advised approval required for proposed alterations to the mens' changing room, to be carried out by January 2016. It was considered there were too many lockers in the changing room, reducing space, and it was also necessary to establish how many were in current use and had been paid for.

EJF reported that the outside locker store and buggy shed needed tidying, and the locker store could be adapted to accommodate two extra rows of lockers. The buggy store roof needed repairing, but when this was done better use could be made of the store, thereby freeing up space in the mens' changing rooms. Discussion ensued as to the system of lockers and availability, and it was considered that putting lockers outside may not be popular with members. PF suggested there should be a plan for how the proposed locker room/changing room arrangement would look, but the first issue would be to ascertain how many lockers were being paid for. It was proposed by JF that the above be actioned.

DB raised the issue of the need for good hand-driers in the changing rooms.

EJF thanked all those who had helped with both recent Open Days.

### **3.4 Competitions & Handicaps**

DB advised that new members should be trusted to supply their correct handicap, and must submit their card for verification by a Committee Member.

A new Procedure had been agreed for giving Handicaps to New/Returning Members, which had been displayed on the Notice Board and sent out by email to all members in May:-

“HANDICAPS: All new or returning Members, without a transferable handicap, are required to submit 3 cards, signed by different Members, one of the three to be signed by a Committee Member, and sign the book in the Pro Shop before each round. The Handicap Committee will then allocate a Handicap based on the scores and observation.

COMPETITIONS: To support the new Handicap procedure, new Members need to play in two individual Qualifying Competitions before they are eligible to win a Board Competition. It was clarified with the Captain that this does not apply to returning Members as their ability was known.”

The Seniors Competition had been very well attended.

JF advised that the point of the Mens Open Competition was to encourage non-members to visit and play; there had been a large number of members noted as playing, which was not in the spirit of the Competition. Members should be encouraged to invite guests to play.

### **3.5 Lady Captain**

KL reported that the Ladies Open Greensomes Competition held on 7<sup>th</sup> May had been a successful day, the winners being home pair Anne Oglesby & Sandra Atkins with 38pts. The Visitors Prize went to Karen Potter (Oake) and Gill Shire (T&P) also with 38pts.

Interleague played at Wells saw Minehead lose 1.5 – 5.5, the score does not reflect the closeness of many of the matches. Skylark Competition held on 14 June was won by Robin & Kim Francis-Hill with 44pts.

The Ladies Section held an EGM, the Resolution was to change the Ladies AGM from October to March annually to bring the Lady Captain’s year in line with the Club Captain and Seniors Captain. This was passed unanimously.

KL advised that the Beginners Open Day held on 7 June had been very successful and worthwhile.

## **4. MC TRAINING REQUIRED FOR CERTAIN OFFICE PROCEDURES**

GW addressed new office procedures since Margaret Stone’s retirement. SA had taken on extra duties. New Committee Members were not always fully conversant with IT facilities, eg sending joint emails to a particular group of members. Consideration needed to be given that some Committee Members did not have relevant IT skills. It was agreed that PA would show GW how to send joint emails, and also to access the competitions computer. PA advised there were now additional users on the BRS system giving a total of 8 which was the maximum number of licences granted. Changes would be required to enable GW to be named on the system.

## **5. CATERING**

PF addressed catering issues in the absence of GWalsh. The Club’s 5 Star rating had been reduced to 3 Star following the Environment Agency Officer’s visit, due to paperwork not being up to date, not following basic hygiene requirements (labelling) or putting food away correctly. GWalsh had cleared the kitchen of unlabelled food, and impressed on the staff that they must label all food. He had brought in another member of staff to oversee kitchen procedures, but PF had raised concerns as to her qualifications and potential for upset in the kitchen, and this member of staff had since been removed. The new, fancy, menus being introduced by Chef,

James Bellamy, were too complex and not what was wanted for the Club. He had also increased the prices without consultation, giving concerns regarding value for money of the meals. In addition, the menu had to be able to be produced in the absence of James. DW advised that he considered the presentation of food to be lacking (forgetting cutlery, napkins etc), also that extra members of staff were required as James was disinclined to bring food out himself.

PF advised that the matters were in hand, and a meeting with GWalsh was planned on his return from holiday.

## **6. COMPUTER SOFTWARE UPDATES**

The BRS system was due to be upgraded, and Dave Dennis had sent a demonstration link via email to the Committee. JF reported he had been unable to access the link, although PA had. The new system would give different categories of user access to other sections, the main benefit being that it could be accessed from a home pc via the Cloud. It incorporated both BRS and Club 2000, controlling competition and handicaps, therefore combining the two old systems into one. JF suggested there was a need to move with the times, and embrace the new system. The cost would be £310 plus one days training. Approval for expenditure was proposed by JF and all were in favour.

## **7. AOB**

### **7.1 Defibrillator**

£150 had been raised from the Captain's Fund, and the Swindle Raffle prize fund was to be donated towards it, giving a total raised of approximately £800 for the purchase. Member Nigel Humphries was co-ordinating the purchase, and PF would liaise regarding the invoice.

### **7.2 Rabbits on the Course**

Additional fencing was being installed. Shooting was not advisable due to the proximity of the footpath. DB suggested ferreting during the winter months. GW would speak again with Rob Barrett to address the problem.

### **7.3 Wedding Enquiry**

SA advised that a wedding enquiry had been received for 21 November 2015, which was the same date as a Presentation Evening booking. It was agreed that the Presentation Meeting be moved to 28 November.

### **7.4 Junior Training Night**

PA raised a query as to what was happening with Junior Training Nights previously held on Mondays. Parents had arrived with young people but IG was not in attendance. PF would contact him to ascertain the arrangements. PF suggested asking Jordan Arnold if he would like to help if IG was unavailable.

### **7.5 Distribution List**

DW requested being included on the distribution list for future meetings. PF to copy him in.

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

Monday 6<sup>th</sup> July 2015.