

**MINEHEAD & WEST SOMERSET GOLF CLUB**  
**MINUTES OF MANAGEMENT COMMITTEE MEETING HELD AT THE**  
**CLUBHOUSE ON MONDAY 5<sup>TH</sup> OCTOBER 2015 AT 6.00 P.M.**

**PRESENT**

PAUL FULLBROOK – CHAIRMAN  
DORRIEN BICKERSTAFF – COMPETITIONS  
PHIL ARBOURNE – PAST CAPTAIN  
PHIL BOWDEN – CLUB CAPTAIN  
KAY LUCKETT – LADY CAPTAIN

JOHN FULWELL – TREASURER  
GRAHAM WALSH – SOCIAL  
JAYNE FULWELL – PREMISES  
TONY BOWDEN – COMPETITIONS  
JENNY HOLLAND – LADY CAPTAIN ELECT

**IN ATTENDANCE:**

DAVE WILLIAMS – HR                      ALAN RIDGWAY – PRESIDENT  
STEVE ARCHER – CLUBHOUSE MANAGER

**MINUTES**

**Approval of Minutes:**

*The MC agreed that the confidential content in the September Minutes to be removed from the Clubhouse publication before the minutes can be signed by the Club Chairman.*

**MATTERS ARISING**

**Grant Application**

*Trevor John is still waiting for volunteers to help with the grant application for the new practice area. So far there has been not one person express any interest.*

**BRIAN WAITES**

*Paul Fullbrook addressed the MC to make a decision on the outcome of Mr Waites playing golf at MWSGC on a Tuesday and Thursday morning with a group of Full Members.*

*A letter was presented to the MC that related to a meeting dated 22/3/12 in which it was decided that Mr Waites was to pay a reduced Membership Fee if he wished to use the course. The Fee Mr Waites paid did not entitle him to play in Club Competitions.*

*After discussion it was agreed that Mr Waites was to pay one of three options offered to him as agreed by Club Members at the 2012 Club AGM.*

*Paul Fullbrook will contact Mr Waites and offer him the reduced rates for the 2015/16 golfing season.*

## **TREASURERS REPORT**

*John Fulwell advised that the infill income had stopped due to no infill being delivered to the Club since the end of March. Green fees and Subscriptions are going really well.*

*The Club are still spending money freely on repairs and refurbishment of the Clubhouse and out on the Course.*

*Club Member Malcolm Davies has offered to help the Treasurer look into the high energy cost for the running of the Club. John Fulwell is going to arrange a meeting with Mr Davies.*

*Members will know the 2016/17 Subscriptions by the end of October. The subscriptions will be payable in two equal instalments, one being on 1<sup>st</sup> January 2016 and the other being on 1<sup>st</sup> July 2016. Anybody who pays via Fairway Credit will have their 15 month subscription split over 12 payments. All other dues such as the Bar Levy and EGU fees must be paid on 1<sup>st</sup> January 2016.*

*As mentioned in the Matters Arising section of the Club Minutes, the club are still waiting on volunteers to help Trevor John with the Grant Application. Alan Ridgway suggested that someone may wish to contact Nigel Humphries who helped the Club with the installation of the Defibrillator.*

*The Club is due £1000 as part of the annual agreement from Sterling Signs.*

## **CAPTAINS REPORT**

### ***MATCHES***

*Lost Vs T&P 3-2      Lost Vs Wells 3 ½ - 2 ½*

*Won 5 Home and 6 Away*

*MET Shield: The A Team Won, The B Team Lost and there were no Juniors represented.*

*The Skylark Trophy was won by Lady Captain Kay Luckett and Club Captain Phil Bowden, it was also agreed that the 2016 running of the Skylark Trophy would have a slightly different format.*

*Seniors MET Shield: This event was played at Tiverton 16 a side, the Seniors representing the Club finished in 3<sup>rd</sup> position.*

*Past Captains MET Shield: The Club Captain praised Phil Arbourne for all his hard work in organising such a great event in which MWSGC won by 10 points.*

## **LADIES CAPTAINS REPORT**

*Nothing to report*

## **COURSE MANAGERS REPORT**

*The Course Managers report was read out to the MC in Mr Wells' absence.*

*It was discussed that a number of Bunkers on the course were looking scruffy and should be improved. It was also addressed that the 150 yard marker on the 7<sup>th</sup> was hidden away in overgrown rough and should be moved.*

*The lack of Course meetings was also addressed by the MC as there being only one so far in 2015.*

## **PREMISES**

*A discussion took place as to whether the Club needed to install railway sleepers at the edge of the reane to help prevent any further accidents occurring in the car park. The MC agreed that this was not necessary and drivers to be more vigilante when parking their cars in the car park.*

*The Club are still awaiting a start date for the outside patio area. Steve Archer is to contact Pete Bowden to see when he is available.*

## **MANAGEMENT STRUCTURE**

*Tony Bowden presented to the MC that the office should be the central hub of the business and at the moment this area of the Club is not being managed properly. Mr Bowden also stressed that correspondence within the office needs to be tighter and dealt with more professionally.*

*The Catering operation within the Club also needs to be looked at. Mr Bowden felt that there are certain individuals trying to do too much within the operation, that the staff cannot get on with their daily duties and running of the day to day business.*

## **CATERING**

*The Wedding reception held at the Club on Saturday 21<sup>st</sup> September was a real success and had some very positive feedback from the Bride and Groom. It was also mentioned as thanks to the ladies who helped with running the front of house during the service of the meal.*

*It was reported that a list of kitchen stock had been thrown away due to being out of date or not suitable to be served. This matter will be investigated by our HR Representative Dave Williams and Social MC Member Graham Walsh.*

*Graham Walsh also apologised to the MC for not following the correct channels in making Beverley Guest a permanent salaried member of staff. Any future appointments must be agreed by the MC.*

*MC Members discussed the running of the Catering Operation, it was unanimously agreed that Steve Archer the Clubhouse Manager will look after the day-to-day running of the Catering Operation and report any issues within the operation to Mr Walsh who will then address the MC. The MC also felt that Mr Walsh should concentrate on the running of social events and leave Steve Archer to this remit.*

*It was agreed that Steve Archer search for a temporary Chef/ Cook to help within the kitchen with future functions.*

*The next Club Night will be Friday 30<sup>th</sup> October 2015, the theme will be Curry and Live Music performed by local band Phoenix.*

## **HR**

*David Williams the Club HR representative addressed the MC that the Greenkeeping Staff had now signed their new contracts, and that the bar and kitchen staff contracts were now complete.*

*Mr Williams also stated that Steve Archer would need an updated contract of employment.*

## **AOB**

*Any fixtures that are not listed in the diary when it goes to print must be agreed by the MC before any reservations are made on the BRS System. Steve Archer has a list of Matches/ Fixtures for any sections to check availability before agreeing such fixtures.*

*There had been reports of an ongoing disagreement between Andy Dahl and Past Captain Martin Gilbertson on the Course. It was agreed that the Chairman and Club President would have a meeting with Mr Dahl about the recent reports.*

*Graham Walsh asked for the Seniors Section to hold the Inter Club Challenge in October 2016 with it being a shotgun start. The MC agreed Mr Walsh's request for next year's event.*

*Steve Archer addressed the MC that Minehead Hockey Club had enquired about holding a charity event on Friday 6<sup>th</sup> November at the Club. Also Foxes Academy had approached the Club about holding their 2016 awards ceremony and that Marquee hire would be needed to hold the event. The MC agreed the proposal of both events.*

*Phil Bowden asked the MC about the possibility of the Club holding a Pro Am in June/ July 2016. The Club would receive a course fee and bar/ catering takings throughout the day. There would be an evening meal and prize giving. The MC agreed that this event can go ahead subject to diary availability.*

*Phil Bowden also addressed the MC about the resignation of Club Chairman Paul Fullbrook. Paul will be leaving his role on 31<sup>st</sup> December 2015. The Chairman agreed for his resignation letter to be circulated to the MC.*

## **DATE OF NEXT MEETING**

*Tuesday 3<sup>rd</sup> November 2015, 5:30pm at The Clubhouse*

Date \_\_\_\_\_

Signed \_\_\_\_\_

Chairman