



MINEHEAD & WEST SOMERSET GOLF CLUB

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Present: M Swallow, G Ross, D Hayhoe, A Ridgway, J Fulwell, L Trump, A Bissell

Apologies: K Lockett

Matters arising: MS has asked for the minutes to be published twice but this has not happened yet. The issue of the septic tank will be dealt with later in the meeting. The minutes were then signed as a true record

1. Reports - No financial report had been produced but AB reported that he has published the timetable for the accounting procedure. Accounts need to be made available a week before the AGM. AB stated that this is achievable. The operating deficit will be about 36k somewhat up on last year due to the necessary refurbishment of the Club house. JF stated that hopefully this will not happen again in the future due to the amount spent this year already. AB will distribute the draft accounts as soon as he has completed them. Food and beverage may see an improvement due to successful events held in March. The bar is not showing the amount of profit over the last 15 months we had hoped for – mainly due to the lack of visitors over the winter months of 2017. GR asked about figures for subs – but there is no definitive data yet. AB said invoices for subs still on the bar will be posted out. MS suggested for next year that invoices are sent out at the beginning of March to be paid by April 1st not by end of April. Decision made that for this year if subs are not paid by end of April - names go will up on the board stating that membership has been suspended until payment is made.

For the AGM all reports should be with Phil Arbourne by 8th June but all reports to be circulated before this to MC to check for cohesive reporting.

GR queried the financial planning – in particular strategies for improving income. MS stated that as a members club we should only break-even but we can't even achieve that at present. Discussion followed with a suggestion that we should apply for CASC . This topic will be revisited in the very near future as it is very unlikely we would get discretionary rate relief

Course report - no report available

Premises report – JF reported that the fire door in bar needs to be replaced - looking to turn the small door into a fire door and repair the other larger door. This will be less expensive than replacing the original door. Septic tank - JF went through the options in her report. Possible cost in the region of 40k. AB stated that Contingency funds of 30k had been put aside.

Marketing group- JF went through the report. All men on the resigned list have been contacted re Life Style membership and there has been some take up. There are still glitches in the V1 system at present regarding the Life Style membership and the Company has been contacted to sort this out.

Captains committee - there has been no meeting since last MC

2. Health and Safety review - MS will circulate the report written after the recent review. He reported that the Policy needs to be updated and reviewed annually. The Insurance Company want a copy of the report. There are a considerable number of improvements that need to be made; some immediately and others are only highlighted for information. Suggestion by MS to take this forward in the following way: to ask Phil Arbourne – (this will be part of his role) to go through the report and come up with a programme of priorities. This was agreed by the committee. Phil Arbourne will also be asked to take responsibility for the DPA changes which must be completed by the 28th May. There was a suggestion that might be able to be done via the V1 system

3. Club Manager – MS stated that we cannot continue to run the club as we are - we need a Club manager - but how would we fund this? Discussion followed looking at ways to fund this role. To be revisited next meeting.

4. Claire's Kitchen – MS has already circulated a document on this topic. After discussion MS proposed that the club enters into an agreement to hold functions at the club with the company. Discussion followed re the tightening up of the agreement to ensure all costs are accounted for. This was supported by all committee members. MS will contact the company and agree in principal.

5. Incident in the clubhouse on Saturday. A current member ordered food and then when unhappy with his meal went into the kitchen and ranted and threw the chicken at staff. He also went into the office and complained loudly and aggressively. All members of the committee agreed this was not acceptable and that sanctions should be put in place. A letter will be sent explaining that his behavior is not acceptable and an appearance at a disciplinary meeting is necessary to explain himself - Rule 21a point 2.

6. Refund –a member has asked for a refund due to an operation which prevented him from playing for some considerable time. It was noted that his operation was in October 2017 but he did inform the Club until the 15th November. He was able to play on the 18th March and so according to the Club's Policy he is entitled to one-month refund of last year's subs. MS will inform said member of the decision.

AOB - AR asked for the timescale for advertising elections for MC before the AGM – He was informed that vacancies would need to be displayed by the 23rd May. Election of Officers will be: President, Chairman, Premises, Bar and Catering and Course Management. EJF asked if there should be any rule changes to be put to the AGM. It was decided that the only one should be: that in the absence of the chairman, the Captain should chair MC meetings.

DH -queried why Faye was drawing large amounts of cash to pay the Pro shop for vouchers as Ian will not accept BACS. After discussion it was decided that AB would follow this up with the Pro Shop. This is in line with requests to members for subs to try to save money. The committee re-iterated that vouchers can only be used over the bar or in the pro shop. GR raised issue of a Facebook debate on a member's use of a buggy. The committee decided that a Policy for Social Media is needed. GR will send a possible policy around for consideration.

Date of next meeting: 31st May 2018 at 5.30pm

Meeting finished: 7.46pm