



MINEHEAD & WEST SOMERSET GOLF CLUB

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MINUTES OF THE MANAGEMENT COMMITTEE MEETING HELD ON MONDAY JANUARY 7TH 2019 at 5:30pm

Present: WJ Perkins (JP), A Bissell (AB), D Hayhoe (DH), L Trump (LT), R Chidgey (RC), D Compton (DC), G Ross (GR), D Bickerstaff (DB), M Shortland (MS), B Chaffey (BC), P Arbourne (PA) taking the minutes.

Apologies: None.

Minutes of Last Meeting: these were proposed by DC and seconded by LT and were unanimously approved.

JP welcomed PA who was taking the minutes. He then welcomed all the Committee members to the first meeting of 2019.

Matters arising:

- a) Regarding the vacant Business Development Officer post it was proposed by Glenn Ross that Gerry Baxter should take on this responsibility.
It was seconded by DC and unanimously approved.
- b) Regarding Staff management of the Kitchen DB was now on board and will look into it.
- c) DH said that there was now a new Return to Work form regarding sick leave and outlined the reasons for Ashley Jackson's absence. NYE was excellent and the bill for the chefs was less than expected. Claire's Kitchen is going to provide Sunday lunches for every other weekend and prices should remain the same when provided by our kitchen.
- d) A discussion followed regarding the replacement of the side-door entrance to the Pro Shop. BC – the lock would have to come from Coomber for safety/alarm reasons.
- e) JP proposed that the MC should have more regular meetings – the first Monday of every month.
This was agreed.

1. Reports

Course – DC had sent in a report (attached) and mentioned the proposed changes to the bunker in front of the 9th green and the problems surrounding the 12th tee.

Other issues were also discussed, including the 18th White tee and the position of the tees according to the prevailing wind.

Captain – There were no matters arising from the last Captain's Meeting.

A discussion took place regarding the granting of life membership to two former staff members. This was approved.

A discussion followed regarding the discounts given to members on their bar card. At the moment it was 5%. It was decided that as of immediate effect this percentage would be raised to 10% on all drinks and food, except already discounted items. Sunday lunches would also be an exception.

GR thanked the Captain for the work he had done.

Finance – AB said that the club is in a good situation and that the forecast for the end of year is that we should have a small surplus.

RC raised the matter of the dangerous flooring and the poor showers in the Ladies' changing-room. JP proposed that MS and BC come back to the Committee with an estimate. To be implemented asap because of Health and Safety.

Premises – MS said that his report was in the latest Newsletter, but added that he had found the problem with the drainage and he was waiting for High-tec to deal with it. He added that the flooring in the Gents' showers had been replaced and they were now ready for use.

Bar/Catering – DB reported that Claire's Kitchen was doing very well. He had been through the staff contracts and he will be holding a meeting with all 4 main staff. DB added that the cellar walls and flooring were in a poor state but that he would deal with it.

Action: DB to report back at next meeting.

There then followed a discussion on what we needed re the Kitchen/Bar and General Management and the nature of job descriptions. JP said he would get some up-to-date job descriptions from other thriving Somerset Clubs.

2. Items from the Chairman.

JP made the comment that any correspondence to the club should be dealt with in good time and an acknowledgement should be sent to the correspondent.

He also added that if any member was willing to give up his/her time then then we should avail ourselves of that help.

DC added that Health and Safety has to be borne in mind.

AoB

PA asked about the sending out of 4ball vouchers to other clubs. It was decided to stay with the current arrangement and make a note of any 4ball vouchers sent to charities.

PA also mentioned that a digital version of the diary was now available.

RC commented on the poor state of the cleaning.

Action: RC would talk to them and look into it.

DH raised the issue of members of staff taking cleaning home and who held keys to the clubhouse.

DB said that the Swindlers would like real coffee in the future. It was decided that this could be done if the jug was placed behind the bar.

AB raised the issue of the rent paid to the flat and it was decided that the rent should be paid on time at the beginning of the month as per the agreement.

LT raised the issue of the Marketing Group and it was said that decisions were made that impacted on the financial standing of the club without referral to the MC. It was added that maybe in the future the new Business Development Officer may wish to form a Committee.

GR commented that discussions with the ProShop regarding their new contract were ongoing and a meeting would be held shortly.

Date of next meeting – Monday February 4th 5:30pm.

Meeting closed at 7:37pm.

Date: _____

Signed: _____

Chairman