



# MINEHEAD & WEST SOMERSET GOLF CLUB

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## MINUTES OF THE MANAGEMENT COMMITTEE MEETING HELD ON WEDNESDAY 19TH APRIL AT 6.30 P.M

**PRESENT:** Stephen Kaye (SK) Chairman; Alan Bissell (AB) Treasurer; Tony Bowden (TB) Captain; Frank McCarthy (FM) Bar and Social Manager, Jayne Fulwell(JF) Premises Manager, Alan Ridgeway(AR) President.

**IN ATTENDANCE:** Ingrid Swinburn, Minutes.

1. **APOLOGIES:** Mark Swallow (MS) Course Manager, Lesley Davis (LD) Lady Captain
2. **AGREE MINUTES:** Minutes of the last meeting had been approved prior to the AGM

### SECTION REPORTS

#### Captain's Report:

- 3.1. Following report from the Captains and the Captains Committee. There was a need for approval to begin putting the base down for the Driving Range, at the moment cost was not known, PB would look into this, if the cost was likely to be more than, £1000 he would come back to the Committee. This needs to be done fairly soon otherwise the Planning Permission would run out.
- 3.2. On the course paths for buggies were being put in, at the moment around the 12th green and 13th tee. More would be done when time and budget allow.
- 3.3. Smaller amounts of landfill have started, hopefully the bigger amount of landfill from Lynch would follow.

#### Premises:

- 4.1. The men's changing room is coming on well. There were problems with The hot water tanks, there are 2 of them, one not properly connected, this has now been sorted and the overflow has stopped running. The water supply to the hand basins was not connected correctly
- 4.2. The new lockers should be arriving on 8th May, they would need at least a day to be unloaded and then a few days to be located.
- 4.3. Some of the outside wall of the changing room had been pointed with Portland cement which is a contributing factor to the problems of the wall breathing which causes the damp problem. At some time this pointing will need to be picked out and replaced with the appropriate type of cement.
- 4.4. The Environment Agency had visited and was not satisfied with the wall between the putting green and the car park, cracks in it could be a problem.
- 4.5. The drains still needed sorting out, the showers in the Lady's locker room had flooded today. The drains needed to be connected up so water could drain correctly. This could cost up to £5000. It was agreed that this necessary and must be actioned.
- 4.6. It was agreed that the charge for lockers should be £60 for an inside one and £30 for an outside one. Lockers should be apportioned according to the length of membership to the club.
- 4.7. An official had come to check Asbestos in the club house and was satisfied that it was not a problem. A report has been produced and is available for inspection.

- 4.8 It was felt that the hatch into the bar should be moved to the other end, nearer the kitchen, this would be done some time when convenient.
- 4.9 There were some pieces of furniture that were surplus to requirement and it was suggested that it was offered to members first, then to engage and anything else should be taken to the skip.

#### **Marketing:**

- 5.1 A new category of membership, bronze country membership, would come into force, this would be for members who lived 100 miles away (according to the AA), this would be £150 a year and £10 per round each time they play. They would be able to play in competitions and Opens.
- 5.2 There would be a Family Open Day on 18th June.
- 5.3 Pro John Bickerton had suggested that there were more Opens in the winter months.

#### **Course report:**

- 6.1 In the absence of MS it was suggested that some costings were needed, including the repair of the Greenkeepers shed roof. This could be about £3000. More rabbit fencing and work on the wash down area was needed.

#### **Finance:**

- 7.1 The general budget figures were not up to date as there were still some who had not paid their subs, they have until the end of April to pay, after that reminders would be sent, names would be divided between Committee members to share the work. It was difficult to compare figures as this year they would cover 15 months as accounts would be brought in line with the AGM. Because of this there would be 2 lots of Insurance within that 15 months, there would be some Corporation Tax.
- 7.2 The vat refund money is £136,000 (£28000 of that will be needed to cover the deficit of the year before), the money remaining should be proportioned out fairly so members could see the money was not wasted. There would still be a need for some fund raising for specific projects.

#### **Catering:**

- 8.1 FM needs to know the contracts of the staff and their performance. He also felt he should get up to date advice on employment law in case there was ever any problems in the future and the correct procedure that should be followed.
- 8.2 FM also felt he should know more about the Coffee machine which is leased and what the terms of the lease were.
- 8.3 FM asked about line Manager for the Bar staff and the Catering Staff it was confirmed to him that he is the line manager.

#### **Chairman's report:**

- 9.1 SK was still waiting for the VOA to reply regarding the rates, it would be soon.
- 9.2 There had been 2 members who had shown an interest in the post of Business Manager. At the moment the post is still available.

#### **Any other business:**

- 10.1 The next social night would be a curry night on Saturday 22nd April 2017.

#### **DATE OF NEXT MEETING:**

Wednesday 17th May at 6.30 pm.