



MINEHEAD & WEST SOMERSET GOLF CLUB

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MANAGEMENT SUB COMMITTEE MINUTES

Monday 6th July 2020 – 5.30pm

Present:

- | | |
|------|--|
| (GR) | Glenn Ross – Business Development Officer (Acting Chairman of Meeting) |
| (IG) | Ian Gover – Club Captain |
| (TW) | Tiny Welford – Club Vice Captain |
| (GH) | Gil Hurley – Lady Captain |
| (RB) | Ruth Ball - Lady Vice Captain |

In attendance:

(ID) Ian Donnelly – Secretary/Manager

The Acting Chairman opened the meeting at 5.30pm.

1. Apologies: W. John Perkins (WJP) – Chairman, Chris Embling – Treasurer, Mike Shortland – Premises, Barry Chaffey – Premises, Mike Nichols – Greens

As there was important, time sensitive business to transact and sadly a quorum of Members for the MC were not present the meeting was closed and a Sub Committee formed to propose matters for ratification from the full MC by email.

2. Minutes of the Previous Meeting (26th May 2020)

The minutes they were agreed as a true record and duly signed by the Acting Chairman (GR).

3. Matters arising

- a) The lease for the land had been signed by all the trustees and had been delivered back to the solicitors for agreement and signatures of the landlord.
- b) The purchase lease for the rough mower had been completed and the clutch on the Toro Workman had been fixed. However, the greenkeepers were experiencing several mechanical problems with mowers currently with the mechanic due on site.

4. Secretary/Manager

- a) ID reported that the current staffing levels remain at 5 members of staff on full working hours and pay (Ian D, Faye and the 3 x Greenkeepers) all other members of bar & catering staff had been made redundant and were currently serving the notice period, until 14th July.
- b) ID reported that all 82 outstanding subscriptions had now been chased and there remained 12 people in the “Covid Suspended” category all else had either paid or resigned. The “Covid Suspended” category contained Members who wished to return at some stage but due to various Covid-19 related reasons were unable to join at the present time. ID also reported that in financial terms we are confident that we would maintain the level of income from subscriptions in 2020/21 compared to 2019/20. ID reported that we had secured 23 new members since 1st April in various categories although, the Green Fee Summer Pass hadn’t attracted any interest.
- c) ID reported that the level of green fees was still high following the opening of the course with 25% of the revenue from members guests and 75% from visitors. We are well ahead of forecast and compare favourably against the same period last year.
- d) ID felt that the majority of Members were following guidelines with a few forgetful moments however, a number seemed to be ignoring the guidelines which, given our aged membership, was disappointing. ID will enhance signage and re-iterate once again in the jottings.
- e) ID commented on the current status of compensation offered to the Members: the total amount of compensation was £22,785.31; 84% of members had returned their slips; if the remaining monies were put towards donation (as were the T&C’s if they had not returned the slips by 30th June) the totals would be as follows:- Donate to the Club £9878.15 (42%), put on bar card £7516.01 (34%), take off next years subscriptions £5391.15 (24%). The amounts would be administered in due course and the treasurer to finalize how this would be accounted for in the Management Accounts. The Lifestyle Members had been contacted and offered a longer period of time to use any excess points from 2019/20 (until 30 June 2020) – no adverse comments had been received and any sill remaining excess points had now been deducted from their accounts.
- f) ID reported that BRS had been given notice regarding the booking system and the contract will conclude in mid-October. ID & IG had received an initial training session by Zoom with Club Systems and would be ensuring the new tee booking system is in place in good time for the changeover.
- g) Member issues – ID shared with the meeting various issues and requests from Members regarding re-joining the Club following the Covid-19 lockdown period, requests regarding the compensation and other related comments from Members.

There followed a lengthy in-depth discussion regarding each individual case, ID to respond accordingly with the MC decisions. For confidentiality each persons case will not be minuted.

In summary:

- If Members that had not paid to re-join for whatever reason they could re-join at any time before August 1st by payment of a full 12 months subscription in their category and receive the 3 lockdown allowance options given.
- If a Member wished to re-join on or after the 1 August they could do so on a Pro-Rata basis. This would mean individual not re-joining would not receive a preferential offering to that given to Members who re-joined and supported the club on the 1st April.

- Any illness during the period would be considered alongside the established policy of any period after 3 months illness could be considered as a credit by the MC to the following years subscription.

Members who asked to downgrade their Membership Category having paid in full, it was felt this would present a dangerous precedence for the future and unanimously proposed it was declined.

Several Members stated that the 3 options were not suitable however it was agreed these were the options available and no further options would be offered.

The Sub Committee understood the requests and had sympathy for the positions outlined but discussed at length how to deal with these cases in a equitable fashion to be those making the requests and in turn being fair to those Members who had supported the club by re-joining in full on the 1st April.

5. Course

- a) In the absence of MN there was no course report.
- b) IG explained ID, RB and himself had engaged in a course walk in order to re-examine all the OOB rules and local rules as the re-printing of the scorecard was imminent. All matters would be referred to the Captains Committee and MN was aware of proposed changes.

6. Premises

- a) In the absence of MS & BC there was no premises report.
- b) The meeting expressed concern over the longevity of the current job in progress to replace some of the fascia boards & guttering. MS & BC to investigate.
- c) A quote to re-felt the roof of the storage shed next to the simulator was deferred to the next meeting – thought to be given about its future use.

7. Captains Committee

- a) TW has organized a new Members event for Sunday 12th July which has received a strong and welcome response.
- b) No section bookings will be allowed until the Clubhouse re-opens in some capacity.
- c) WHS is due to come into force on 2nd November. England Golf will be releasing online materials which members can view as there will probably be no opportunity (due to Covid-19) to hold a meeting in the clubhouse for Members. We are awaiting our official certificate for slope & course ratings from England Golf.
- d) Alterations to the scorecard to be discussed and ratified at the Captains Committee meeting on 13 July.

8. Finance

- a) In the absence of CE there was no report.
 - i) GR advised that CE had formed a small sub-committee and had produced an in-depth cash flow document which will aid future financial decision making.
 - ii) GR also advised the meeting that the current predicted cash flow indicates that the club will remain liquid until next years subscription date, with the low point estimated in mid-February. It also covers a two year period and shows a positive cash situation through to March 2022.

- iii) GR advised the meeting that the final and audited accounts from 2019/20 should be available at the August MC meeting and asked all Members of the MC to be present.
- iv) GR requested that those who are responsible for completing a report for the AGM, scheduled for 12 September 2020, send them to him by Friday 24th July.

9. Bar/Kitchen Update & Re-opening plan

- a) The Minutes of a sub-committee formed to discuss the future of the Bar & Catering provision had been circulated before the MC meeting.

After a lengthy discussion of all available options it was unanimously proposed:

- The Club would re-open the bar when it was safe, viable and sustainable to do so ensuring all Government guidance and conditions for being Covid safe were met and that provision could be appropriately staffed in order to achieve this. The meeting acknowledged there were challenges in ensuring it was viable and sustainable to do so. All possible options were considered and a plan to meet the above criteria is to be developed and actioned.

It was strongly felt that the safety of the Membership, with particular reference to the age profile, any Club Staff and uncertainty over what the future weeks may bring, a cautious approach was required. It was noted that approximately 30% of bars and restaurants had not re-opened.

The Club Managers vision for the future was agreed:

- Future provision of the service to employ a Clubhouse Manager to oversee all Clubhouse activity. On a 40+ hours employed basis supported by zero hours staff. A job description, person specification and advert to be drafted. The bar to run on a lower overhead than previous to make a solid surplus.
- The catering operation was unsustainable in its previous model and a suitable franchisee be sought to run all catering operations on behalf of the club on a cost neutral basis at worse. ID to explore possible options.

10. AOB

- a) A request for a reciprocal arrangement with Long Sutton Golf Club had been received by the Chairman for consideration. This was deferred to the next meeting

There was no other business and the meeting closed at 9.30pm

11. Date of Next Meeting: Monday 3rd August 2020 at 5.30pm.

Subsequent to the meeting the key points proposed by the Sub Committee were unanimously agreed by all Members of the MC without exception.

Signed: _____ Date: _____

Glenn Ross
Business Development Officer (Acting Chairman of Meeting)

In the absence of
W. John Perkins
Chairman