



MINEHEAD & WEST SOMERSET GOLF CLUB

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MANAGEMENT COMMITTEE MINUTES

Monday 2nd March 2020 – 5.30pm

Present:

(WJP)	W. John Perkins – Chairman
(GR)	Glenn Ross – Club Captain
(IG)	Ian Gover – Vice Captain
(RC)	Ros Chidgey – Lady Captain
(GH)	Gil Hurley - Lady Vice Captain
(CE)	Chris Embling – Treasurer
(PD)	Paul Davies – Bar & Catering
(MS)	Mike Shortland – Premises
(DC)	Denis Compton – Greens

In attendance:

(ID) Ian Donnelly – Secretary/Manager, (MN) Mike Nichols

The Chairman opened the meeting at 5.30pm.

1. Apologies: Gil Hurley (GH) – Lady Vice Captain, (BC) Barry Chaffey – Premises
2. The Chairman proposed that GR be co-opted onto the Committee in the vacant position of Business Development Officer and Mike Nichols be co-opted on to the Committee as Course Manager for the upcoming replacement of DC following his intention to resign as Course Manager at the next elections. The proposals were unanimously passed and both candidates would formally stand at the next election of officers.
3. Minutes of the Previous Meeting (3rd February 2020)

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

4.

Matters arising

- a) The alternative quote on the heating and hot water system had still not yet been acquired due to the fact that any monies put aside for maintenance would be used for the purchase of kitchen equipment and ID also pointed out that the heating and hot water system would need to be shut down for a period and perhaps it was better to do this in the late Spring.
- b) Quotes had been received for kitchen equipment and were currently being reviewed by ID, PD and the part-time chef.
- c) WP enquired whether there had been any decision made on the 100 Club or similar, to replace the Club draw. PD explained that discussions had taken place but there were still reservations about the mechanics of how it would work and whether it was viable. PD asked to report again at next meeting.

5. Secretary/Manager

- a) ID reported that Club Systems had attended the golf club on Monday 24th February to assist with the annual subscription renewals. All had gone well and the majority of invoices had been sent out via email and recorded on VI. There had been a few teething problems but in general all had gone well.
- b) ID reported on the current Chef situation stating that we currently had a part-time chef who is aiding as much as possible and that we are managing to cover the kitchen at most times albeit on a restricted offering. A candidate had been offered the position as Head Chef and accepted however, his start date was yet to be confirmed.
- c) ID reported that a new "cloud" phone system would soon be in operation which should result in significant savings. Also, ID looking into the Clubs washroom facilities and chemical contracts where further savings were hoped to be made.
- d) ID reported that the Open week preparations were going well although one of the days, Saturday 14 March, the Men's 4BBB was down on entrants compared to the previous year. Efforts are being made to bolster the numbers.
- e) ID advised the meeting that the Club was a member of the National Golf Clubs Advisory Association (NGCAA) for which an annual fee was paid and that any legal or personnel matters should be referred to them in the first instance. ID is referring to them currently on a few personnel issues.
- f) ID advised the meeting that Membership Packs were now readily available at the bar and in the Pro Shop should anyone receive an enquiry whilst the office may be unattended.

6. Chairman

- a) WJP thanked the staff for their efforts made during this difficult period and in particular for the food & service at the Annual Dinner.
- b) WJP informed that the meeting that he, IG and ID had met the England Golf Support Officer and was encouraged that MWSGC was heading in the right direction, especially how Junior Golf was being handled. WJP informed the meeting that a further presentation by the Support Officer was also being scheduled to which all the MC would be invited to. WJP thanked IG for the out-standing work being carried out regarding safe-guarding.

7. England Golf Support & Safe-guarding

IG reported to the meeting that the Club already a safe-guarding policy but it needed to be updated and IG had produced copies of the safe-guarding policy (adapted from England Golf) for members of the MC to view. Following discussions, the policy was formally

accepted by the MC in order that IG could now take the policies and procedures to “the next stage”. IG was adopted as the Welfare Officer. It was explained that there was no need for formal disclosure for MC members and only those Members who were responsible for supervising Juniors on a regular basis needed to be DBS checked. The Club is to keep a register of DBS registered Members.

8. Reports

Treasurer

- a) See treasurers report. CE confirmed that any monies received from Membership subscriptions for 2020/21 would not appear in the current years management accounts. CE had sent out a schedule to the MC regarding their involvements with the budgeting and accounting process leading up to the end of year accounts.

Ladies

- b) RC advised MS that the ladies toilets cisterns were not filling adequately quick enough and that there may be a problem. RC reminded the MC that the Ladies section required a board for the Anniversary Trophy, MS to investigate possible solutions. IG also suggested aboard be made for Life Members. RC thanked the MC for their support during her term of office

Course

- c) DC commended the greenkeepers in their efforts to keep the course open during the current storms and constant rain. DC reported that Robert (Head Greenkeeper) had some suggestions regarding future recruitment following the recent departure of the apprentice. WJP to arrange a meeting with Robert and MN.

Premises

- d) MS enquired about the small shed next to the Pro Shop simulator and whether it could be utilized. The roof needed repairing and MS to investigate costs and potential use. MS to also look at the drains to ensure flow.

Bar & Catering

- e) PD advised that a Bingo Night has been arranged for Friday 27 March and a potential Race Night on Friday 1 May, we are awaiting confirmation of the Race Night organisers availability. PD enquired about staffing hours in the bar & catering areas and following a long discussion it was agreed to further monitor the necessity of the current opening hours and try and formulate a solid plan going forward that would facilitate all eventualities.

Captains Committee

- f) GR echoed thanks to the staff for the efforts made on the Annual Dinner. GR also thanked the members of the MC for the support he had received during the past 2 years and wished IG well for his forthcoming Captains year.

AOB

- a) GR mentioned that with the current outbreak of the Coronavirus that the Club should perhaps be thinking of a contingency plan should it affect the golf club, the MC to give it some thought.
- b) There was a discussion regarding the Dual Membership category and the appropriate wording to be used. ID to produce a new description for the Membership Pack.

Date of Next Meeting, Monday 6th April at 5.30pm.

Signed: _____ Date: _____

Glenn Ross
Business Development Officer (Elected Chairman of Meeting)

In the absence of
W. John Perkins
Chairman