



KNIGHTON HEATH GOLF CLUB

Minutes of the Management Committee Meeting held on Monday 14 November 2016 at 18:30 in the Clubhouse.

Present		Action
J Airth (JA - Chairman), B O'Hara (BO – Vice Chairman), B Channon (BC), D Gritt (DG), K Harrington (KH), C Knight (CK), B Lennon (BL) & D Spencer (DS). A Groom (AG – Vice Captain) A Hebditch (AH-President) R Bauser (RB-Manager)		
<u>Other Codes used in minutes</u> – A Magee (CM), A Windsor (AW)		
	<p>The Chairman welcomed all to the first meeting of the new committee. He outlined the role of the Management Committee as providing & maintaining the facilities and the Captains Committee as utilising the facilities. The Directors were therefore the custodians of the club and as such look after the interests of the members.</p> <p>Committee members should also assist with course etiquette as well as dress code both on the course and in the clubhouse.</p> <p>The following information documents were attached:</p> <ul style="list-style-type: none"> - Duties of a Director - Policies of the club - Memorandum & Articles of Association 	
	APOLOGIES	
	T Townsend	
1214	MINUTES OF PREVIOUS MEETING	
	The minutes of the meetings held on 17 & 20 October 2016 were accepted as a true record and the Chairman was authorised sign them.	
1215	APPOINTMENT OF VICE-CHAIRMAN	
	The Chairman proposed B O'Hara as the Vice-Chairman, K Harrington seconded the proposal. On a show of hands 5 Directors voted in favour of the proposal. B O'Hara was duly elected as Vice-Chairman for the ensuing year.	
1216	APPOINTMENT OF SUB-COMMITTEES	
	<p>The Chairman said that he had appointment the various Directors to the following roles:</p> <p>Course – B Channon (C), K Harrington & B O'Hara Finance – D Spencer H & S – Consultants House – C Knight Marketing & Membership – B Lennon (c) & D Gritt Manco rep on Captains Committee – D Gritt</p> <p>He invited Directors to contact him outside of the meeting if they would like to discuss their specific role</p> <p>DG asked as to his role. JA said that he was the liaison between Manco and the Captains Committee. DG said that this would mean that he may have to attend up to 3 meetings a month. He would however monitor the situation going forward.</p>	

	Course and Advertising & Marketing reports for November 2016 were tabled for information.	
1217	MATTERS ARISING	
(a)	<u>DCGU Grant</u> BC suggested that as the grants were distributed over a 5 year period that the club defer the application to next year. The Committee agreed.	BC
(b)	<u>Clubhouse upgrade – Phase 3</u> – AH said that the size of the unisex toilet was 2,2m x 1,5 m. The toilet would possibly be incorporated in Phase 3 scheduled for January 2018.	
1218	CHAIRMAN	
	Nothing to report	
1219	CLUB CAPTAIN	
	Minutes of the Captains Committee meeting held on 31 October 2016 were tabled for discussion.	BC
(a)	1073 (a) – RB said that he would not be policing the disabled parking to ensure they were only used by wheel chair bound drivers. The Committee agreed to take a sensible approach and monitor the situation.	
(b)	1076 (b) – Seniors Christmas Dinner would be held on Saturday 10 December 2016.	
(c)	Additional parking spaces – after some discussion it was agreed that the CM would review and suggest some options for the next meeting. BC would liaise with CM.	
1220	FINANCE	
(a)	<u>Membership analysis as at 14 November 2016</u> <ul style="list-style-type: none"> • Balance of playing members as at 1 July 2016 - 480 • New playing members – 32 • Current playing members – 514 • Total club membership – 615 	
(b)	<u>Finance</u> The September Management Accounts were tabled for discussion.	
1221	MANAGER	
(a)	<u>Bar Manager</u> – RB said that he proposed to appoint a Bar Manager as soon as possible as was agreed at the previous Manco meeting.	
(b)	<u>H & S inspection</u> – RB reported that the insurance inspection went very well with the reported result being more than satisfactory.	
(c)	<u>BU membership criteria</u> – BL proposed that the BU Sports Management students (golf) would be allowed to play Monday to Friday and in matches if selected. They would not be allowed to play in competitions. DG seconded. On a show of hands the majority of the members voted in favour of the proposal.	
(d)	<u>Staff Christmas Fund</u> – The Committee approved a contribution towards the staff meal.	

1222	CORRESPONDENCE	
	<p>Harrisons Audit Letter – As part of the annual audit Harrisons advised that some of the Seniors accounts were not held in the name of KHGC and were held in the name of an individual. Harrison recommended that the accounts be changed to KHGC.</p> <p>AH said he would be attending the next Seniors Committee meeting and would raise the matter with their Committee.</p>	AH
1223	ANY OTHER BUSINESS	
	<p>AGM lessons to be learnt – more formal seating arrangement would be looked at by RB for the next AGM.</p> <p>AH – hints to speed up slow play should be distributed around the club.</p> <p>JA said that the Course Marshall would commence duties on 1 March 2017.</p> <p>A schedule of monthly committee meeting dates were tabled</p>	
	<p>DATE OF NEXT MEETING:</p> <p>MONDAY 12 DECEMBER 2016</p> <p>There being no further business the meeting closed at 20:15.</p>	
	<p>CHAIRMAN</p> <p style="text-align: right;">DATED</p>	