



## KNIGHTON HEATH GOLF CLUB

**Minutes of the Management Committee Meeting held on Monday  
18 November 2013 at 18:30 in the Clubhouse.**

<b>Present</b>	D Lennon (Chair & Finance), M Collins (Vice Chair), B Andrew, R Gell, P King, D Knight, B Lennon, L Levens, W Richards, P Symes & K Way B Kennedy (President), J Airth (Captain) & R Bauser (Manager).	<b>Action</b>
	<u>Other Codes used in minutes</u> - Alan Magee (CM), David Miles (DM),	
<b>870</b>	<b>APOLOGIES</b>	
	None	
<b>871</b>	<b>MINUTES OF PREVIOUS MEETING</b>	
	The minutes of the meetings held on 17 & 22 October 2013 were accepted as true records and the Chairman was authorised sign them.	
<b>872</b>	<b>MATTERS ARISING</b>	
840	<u>Biomass Boiler</u> – to be discussed under Buildings	
841	<u>Main Gate Security</u> – RB advised that he was awaiting a quote on the installation of bollards. RG said that a gap had to be left on the side for public right of way.  <u>Smoke Alarm</u> – RB said that a quote had been received from AEC Electrical for the installation of a fire alarm system (inc the flat) in accordance with Bs5839 Part 1 2103 as a category L2. Manco agreed to put the project on hold.	
<b>873</b>	<b>CHAIRMAN</b>	
	DL highlighted the following points; <ul style="list-style-type: none"> <li>• All questions to be asked through the Chair – avoid discussions between small groups around the table simultaneously.</li> <li>• All updates / questions and answers to be given as <u>concisely</u> as possible.</li> <li>• Sub committees will not read out their reports but assume that everyone has read them – questions only to be asked and answered and preferably questions to be emailed to the Sub-committee Chair prior to the meeting</li> <li>• sub committees to concentrate on what they will do going forward rather than what happened last month / has already happened, e.g. identify an issue/action and then say what will be done to review and progress.</li> <li>• votes will be taken on all items as necessary.</li> </ul>	
<b>874</b>	<b>CLUB CAPTAIN</b>	
	<i>Minutes of the meeting held on 6 November 2013 were tabled. No comments.</i>  <u>Children Christmas Party</u> –On a show of hands the majority of the Directors voted in favour of a £100 grant.	

	<p><u>Finals Day &amp; 5 Day members</u> – JA said that he proposed to hold all Men's KO finals on the same day (weekend) which would be easier to manage and also to secure enough referees. This would affect possibly 6 - 5 day members. He asked that Manco forego the green fees which would normally have to be paid by 5 day members. The ladies would not be affected.</p> <p>On a show of hands the majority of the Directors voted in favour of foregoing the green fees.</p> <p><u>Appointment of a Sub-Committee to review the Club Rules &amp; Articles of Association.</u> BK said that a representative from the Captains Committee should also be part of the sub-committee.</p> <p>On a show of hands the majority of the Directors voted in favour of forming a sub-committee as detailed.</p>	
<b>875</b>	<b>FINANCE</b>	
	<p><b>Management Accounts</b></p> <p>The Management accounts and a bar/catering analysis as at 30 October 2013 were tabled.</p>	
<b>876</b>	<b>SUB COMMITTEES</b>	
(a)	<p><b>BUILDINGS</b></p> <p>A report was tabled.</p> <p><u>Biomass Boiler</u></p> <p>PK asked as to the status of the Biomass Boiler purchase as no plans or specifications had been seen.</p> <p>DL said that Manco had agreed in principle to the purchase but were awaiting a final quote. No documentation had been signed for the purchase.</p> <p>PK said that he would investigate other boiler options and table them at the next meeting.</p> <p>DL also said that the project was self-funding with significant returns after the boiler had been paid off.</p> <p><b>Refurbishment of the Change-room</b></p> <p>RB said that a complete costing with designs had been done for the upgrading of the lockers.</p> <p>DL said that he should proceed with getting quotes for the complete refurbishment of the change-rooms, including the showers etc.</p> <p><b>Moss on the roof</b></p> <p>It was agreed that PK should go ahead and get quotes for the removal of the moss on the roof.</p>	
(b)	<p><b>CORPORATE ADVERTISING &amp; MEMBERSHIP</b></p> <p>A proposal document had been circulated detailing the following;</p> <p>a) <u>Corporate Membership</u> – BL said that the number of memberships sold would be monitored. He suggested that the members review the proposal which could be finalised at the next meeting.</p> <p>b) <u>Feedback Forms</u> – BL said that this would include member's guests and visitors.</p> <p>c) <u>Armed Forces Membership</u> – MC said the info provided by BK re Ashley Wood scheme was reviewed and broadened to produce a scheme that was more targeted at individuals living in the area.</p>	<p><b>BL</b></p> <p><b>BL</b></p>

	<p>JA suggested targeting through already established groups within the service as it would be easier to control and contact. On a show of hands the majority of the Directors voted in favour of further investigation. MC would table an updated proposal at the next meeting.</p> <p>DL said that the previous committee had tried to get a scheme in place with the Marines but it had not been successful.</p>	<b>MC</b>
<b>(c)</b>	<p><b>COURSE</b></p> <p>Course report for November 2013 had been circulated.</p> <p>BA highlighted the following:</p> <ul style="list-style-type: none"> <li>• PS &amp; DK had been shown around the sheds by CM.</li> <li>• <u>Storage tank</u>, awaiting quotes for fencing.</li> <li>• <u>Open Forum</u> – had been inundated with emails &amp; letters re smaller group discussions. It had therefore been decided to hold an open forum. BA said that he would ask for written questions to be sent in beforehand. BA to compile a notice.</li> <li>• <u>Mats on 5<sup>th</sup> &amp; 13<sup>th</sup></u> – JA said that the fairways were not looking good due to all the divots. RG said that the crows opened the divots that members had repaired. DL suggested a crow deterrent stick that could be purchased and was placed in the divot.</li> </ul>	<p><b>BA</b></p> <p><b>BA</b></p> <p><b>BA</b></p>
<b>(d)</b>	<p><b>HEALTH &amp; SAFETY</b></p> <p>A report had been circulated.</p> <p>KW asked if there were any comments / questions. None</p>	
<b>(e)</b>	<p><b>HOUSE</b></p> <p>A report was tabled, MC highlighted the following;</p> <ol style="list-style-type: none"> <li><u>Bar Suppliers</u> - would be asking Greene King &amp; Ringwood to tender for the supply of product etc. sometime next year.</li> <li><u>Bar / Kitchen Income</u> – refer to the financial report</li> <li><u>Staff Uniforms</u> – suggest looking at waist coats and/or jerseys for all staff and a tie for the male staff. RB to table a proposal at the next meeting.</li> <li><u>Food Menu</u> – in future the menu would reflect two prices, members/visitors, so that visitors could see what the saving was if they were members.</li> <li><u>Bar Hours</u> - flexibility with closing hours re functions. On a show of hands the majority of the Directors voted that the bar hours should be fixed..</li> <li><u>Staff Levels</u> – a new more detailed rota-system would be implemented.</li> <li><u>Kitchen</u> – it was suggested that the option of a complete overhaul seemed to be the most viable and in the long-term the most economical.</li> </ol>	<p><b>RB</b></p> <p><b>RB</b></p> <p><b>MC</b></p>
<b>f)</b>	<p><b>PRO SHOP</b></p> <p>A report had been circulated.</p> <p>BL asked if there were any comments / questions. None</p>	
<b>877</b>	<b>MANAGER</b>	
	<p>RB reported as follows:</p> <p><u>CASC Status</u></p> <p>Plummer Parsons had advised that HMRC had not yet made any ruling as to membership criteria.</p>	

	<p><u>Buggy Store Space</u>– the draw would take place at the Christmas Dinner Dance.</p> <p><u>Coffee Machine</u> – a new coin receiver had been fitted which would accept £1 coins.</p> <p><u>December Meeting</u> – it was agreed that the Manco meeting would continue and LL agreed to take the minutes.</p> <p><u>Membership Analysis</u> as at 18 November 2013 was tabled indicating the following new members;</p> <ul style="list-style-type: none"> <li>• Full – 19</li> <li>• Colt – 1</li> <li>• Juniors – 2</li> <li>• Social - 3</li> </ul>	
<b>878</b>	<b>CORRESPONDENCE</b>	
<b>879</b>	<b>ANY OTHER BUSINESS</b>	
	<b>DATE OF NEXT MEETING: Monday 16<sup>th</sup> December 2013 at 6.30pm</b>	
	There being no further business the meeting closed at 22:00.	
	<b>CHAIRMAN</b>	<b>DATED</b>

## **COURSE MANAGER REPORT**

### **November 2013**

## **COURSE WORK**

### **Greens**

To help with drainage we verti drain the greens, this allows the water to move through the soil profile quicker allowing the greens to be open longer and after heavy rain recover sooner. If we didn't do this vital work monthly throughout winter the greens would be closed a lot longer.

We will verti drain the greens at the end of November.

The 7<sup>th</sup> green is lying wet through the centre. We are going to verti drain this soon with 1 inch tines and fill the holes with a porous volcanic material. This will help with the drainage but it is not a cure.

### **Approaches**

We have verti drained these with 1 inch tines to a depth of 6 inches to relive compaction and help with drainage.

### **Tees**

All of the tees have been over seeded in October and so far the 3<sup>rd</sup> and 5<sup>th</sup> tees have been dressed. We will continue with this program as the weather allows.

The tees are now in their winter positions. On the 4<sup>th</sup> the men's are still on grass, this may have to be rested when the weather turns really nasty.

### **Fairways**

We have started the long slow process of verti draining the fairways. As some of you will have seen the tractor movers very slowly (0.6mph) so please be patient and wait for the tractor to get of your way before playing you shot. This is to relive compaction and help with drainage.

5<sup>th</sup> and 13<sup>th</sup>, the situation with the mats still remains the same. If the members don't put their divots back the mats will come back.

### **Rough**

We have started to slit these areas when we can. We will carry this on over the winter period.

### **Boundaries**

2 neighbours have requested work to be done or the trees taken down at the back of the 14<sup>th</sup> and 15<sup>th</sup> tees. I have told them that the trees are covered by a TPO order. I will apply to the council to carry out this work (they can say no) when we have an answer the committee will have to decide if the work is to proceed as we will have to pay for it to be carried out.

### **Temporary greens**

These are always cut twice a week normally Monday and Friday.

### **Vandalism**

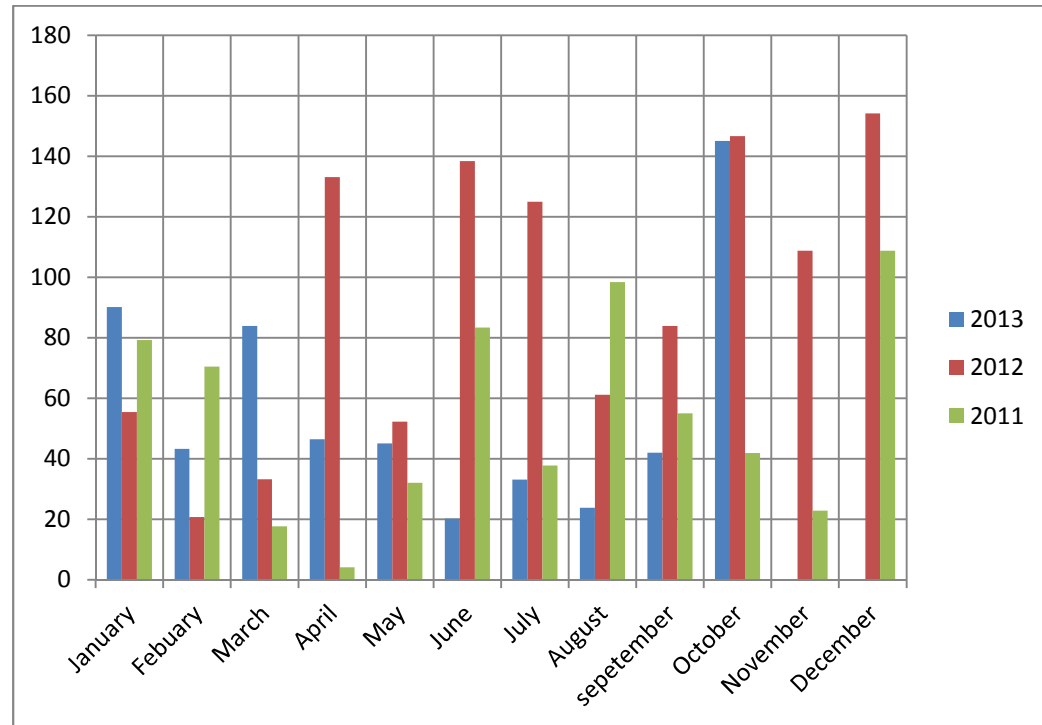
On the 30<sup>th</sup> of October some little friends broke into the fuse box at the front gate (there is no live electrical circuits in this box) and placed sleepers across the driveway. The sleepers have been taken away from the area so this can't happen again.

## Irrigation

The fence around the irrigation tank came off the night of the storm, I have asked 3 members for quotes to replace this but at this point only one has given a quote in. The tank is starting to corroded around the bottom because of leaf litter and around some bolts are showing the early signs.

## RAIN

See table below for how much rain we have had so far.



Total rain fall

2011 = 651.6mm

2012 = 1112.5mm

2013 = 572.9mm

## OTHER ITEMS

The course damage after the storm was the fence around the irrigation tank and 3 trees blown over. The willow on the 2<sup>nd</sup>, dead scots on the 4<sup>th</sup> and dead scots on the 13<sup>th</sup>.