



KNIGHTON HEATH GOLF CLUB

Minutes of the Management Committee Meeting held on Monday 19 September 2016 at 18:30 in the Clubhouse.

Present	M Collins (MC-Chairman), B Channon (BC), C Knight (CK), D Knight (DK) & B Lennon (BL). A Hebditch (AH-President) R Bauser (RB-Manager)	Action
	<u>Other Codes used in minutes</u> – A Magee (CM), A Windsor (AW), P Chard (PM) & R Baggott (RAB)	
	APOLOGIES	
	J Airth & P Peiro	
1195	MINUTES OF PREVIOUS MEETING	
	The minutes of the meetings held on 15 August 2016 were accepted as a true record and the Chairman was authorised sign them.	
1196	MATTERS ARISING	
(a)	<u>DCGU Grant</u> – RB said that the grant of between £500 & £750 must be used for, primarily the development of junior golf. Bids for other purposes that meet the objectives of the DCGU or EG development strategy will also be considered. DK suggested that a new bank of 3 nets be built next to the main clubhouse (old BBQ area) which would form part of the practise area. RB said that he was waiting for final quotes.	RB
(b)	<u>Course Marshall</u> – MC said only one member had shown any interest in the advertised position, Ian Howell. RB suggested that a course Marshall was mainly needed during the busy part of the year i.e. from 1 March to 31 Oct each year. The Committee agreed that RB should discuss the position with I Howell.	RB
(c)	<u>Dress Code</u> – MC confirmed that the recent Captains Committee meeting the clubhouse dress code was revised as: - All types of shirts must be tucked in at all times. - Cargo shorts are not permitted. - “Crocs” footwear not allowed New dress code document tabled.	
1197	CHAIRMAN	
	Nothing to report	
1198	CLUB CAPTAIN	
	Minutes of the Captains Committee meeting held on 8 September 2016 were tabled for discussion. <u>Doug Procter honours board</u> – Completed by AH. Seniors Committee to update with gold leaf. Congratulations to the Junior section for beating Broadstone B in the final to be crowned the Dorset County Junior Champions 2016.	

1201	FINANCE	
(a)	<p><u>YE audited accounts</u></p> <p>The year-end audited accounts were tabled for discussion and approval.</p> <p>RB highlighted the following:</p> <ul style="list-style-type: none"> • Income £28k favourable to 2015, mainly due to members loan claim of £11k, subscriptions of £14k and green fees £3k. • Expenditure £19k more than 2015, mainly due to course improvements & related expenses. • Surplus after tax of £ 8 291, including the seniors & ladies accounts the surplus was £ 11 354. • £8k of the surplus was transferred to the course & clubhouse improvement reserve. <p>MC proposed the approval of the YE accounts. On a show of hands the Directors unanimously voted in favour of the proposal. MC was authorised to sign the accounts on behalf of the Board of Directors.</p>	
(b)	<u>Management Accounts & Balance Sheet as at 31 August 2016 was tabled for discussion.</u>	
(c)	<p>A detailed <u>Bar/Catering/Green Fee analysis</u> as at 31 August 2016 was tabled for discussion.</p> <p><u>Bar / Catering</u></p> <ul style="list-style-type: none"> - Bar GP % 61, Catering GP % 62 - YTD Trading profit £ 8 314 - YTD Members discount £ 2 834 - <u>Green Fees</u> to date – £ 14 224 (2015 - £ 8 635) 	
(d)	<p><u>Membership analysis as at 16 September 2016</u></p> <ul style="list-style-type: none"> • Balance of playing members as at 1 July 2016 - 480 • New playing members – 28 • Current playing members – 507 • Total club membership – 607 	
(e)	<p><u>Capital Projects</u></p> <p>RB tabled a proposed draft copy of a revised note to members.</p> <p>Due to the uptake of lockers from the new members in recent months the current number of men's lockers that had been rented out was 107. The capacity of the new locker room was 87, RB proposed to remove all but 10 coin holdall lockers and replace them with double lockers in section B. This would increase the number of men's lockers to 107.</p> <p>On a show of hands the Directors unanimously voted in favour of the proposal.</p>	
1200	SUB COMMITTEE REPORTS	
(a)	<p><u>Corporate Advertising & Membership</u></p> <p><i>Tee signage:</i> Outstanding signage for the 5th and the ball chute were in the process of being made.</p>	

	<p><i>Website advertising page:</i> BL proposed that an advertising page be created to allow members to promote their businesses. Fore business members would also be encouraged to advertise. As the advertising space was free for all members businesses would be asked to offer members a discount.</p> <p>Committee agreed to the proposal.</p> <p>(b) <u>Course</u> Course report for September 2016 was tabled for discussion.</p> <p>AH said that the 12th tee path needs urgent attention as it was dangerous.</p> <p>RB would forward to Committee members the Course Managers course improvements proposal.</p> <p><i>Temporary greens</i> – CM to cut around the holes.</p> <p>AH mentioned that the green-keepers sheds had been broken into. Members had already been advised via an email from CM.</p> <p>RB was busy with an insurance claim. AH also asked that the greenkeepers shed keys and security code be kept in the office.</p> <p><u>Garden at putting green</u> – Committee agreed that the area should be grassed over which would be easier to maintain.</p> <p>(c) <u>Health & Safety</u> Nothing to report</p> <p>(d) <u>House</u> <i>Upgrade Carpets</i> – On a show of hands the Directors unanimously agreed to Azure freelance cut pile 2103 carpet for the lobby, 19th and the change-rooms. It was also agreed that “rib mats” would be placed at the main entrance and the men’s exit.</p> <p><i>Roof Gully:</i> during the recent heavy rainfall the water leaked into the lobby area through the roof. AH proposed that the roof gully be enlarged and repaired as soon as possible, before the new carpets were installed.</p> <p>On a show of the Directors unanimously voted in favour of the proposal.</p> <p><i>Disabled Parking</i> – After a lengthy discussion it was agreed to allocate 2 “wheel chair only” parking spaces in front of the main entrance in the second row. RB to action.</p>	
1202	MANAGER	
	Nothing to report	
1203	CORRESPONDENCE	
	None	

1204	ANY OTHER BUSINESS	
	14 th tee mat: DK said that Manco have previously agreed to place one on the new winter mats at the back of the tee, the mat currently at the front would remain. She further said that ladies and seniors competitions would not be allowed to be played off the front mat, all competitions would have to be played off the back mat. Refer to the Captains Committee.	
	DATE OF NEXT MEETING: MONDAY 17 OCTOBER 2016 There being no further business the meeting closed at 20:30.	
	CHAIRMAN	DATED