



KNIGHTON HEATH GOLF CLUB

**Minutes of the Management Committee Meeting held on Monday
20 January 2014 at 18:30 in the Clubhouse.**

Present	D Lennon (DL-Chair & Finance), M Collins (MC-Vice-Chair), B Andrew (BA), R Gell (RG), D Knight (DK), B Lennon (BL), L Levens (LL), W Richards (WR), P Symes (PS) & K Way (KW), B Kennedy (BK-President), J Airth (JA- Captain) & R Bauser (RB-Manager)	Action
	Other Codes used in minutes - Alan Magee (CM), David Miles (DM),	
890	APOLOGIES	
	R Gell, P King & P Symes	
891	MINUTES OF PREVIOUS MEETING	
	The minutes of the meetings held on 16 December 2013 were accepted as true records and the Chairman was authorised sign them.	
892	MATTERS ARISING	
	Included in the Agenda.	
893	CHAIRMAN	
	DL said that the main items to be discussed would be the replacement or otherwise of the Professional and the kitchen refurbishment. Therefore agenda items 7 (e) and (d) would be discussed after the Captains item 5 on the agenda.	
894	CLUB CAPTAIN	
	Minutes of the Captains Committee meeting held on 8 January 2014 had been circulated and were tabled for discussion. <u>788 - Chippenham GC</u> , requested to be included in the clubs reciprocal scheme. Captains Committee had approved in principle. Manco approved. <u>Sherborne GC</u> – after reviewing their arrangements they have decided to remove KHGC from the reciprocal list. WR – suggested the club approach Stoneham GC as a reciprocal club. Action RB	RB
895	FINANCE	
	Management Accounts The Management accounts and a bar/catering analysis as at 31 December 2013 were circulated and tabled for discussion.	
896	SUB COMMITTEES	
(a)	CORPORATE ADVERTISING & MEMBERSHIP The following documents had been circulated and were also tabled: <ul style="list-style-type: none"> • report and a feedback summary • membership analysis as at 17 January 2014 	

(b)	COURSE An open forum summary document as well as the course report for January 2014 had been circulated and tabled.	
(c)	HEALTH & SAFETY Nothing to report	
(d)	HOUSE A report had been circulated and was also tabled for discussion, MC highlighted the following; <ul style="list-style-type: none"> • <i>Bar & Catering</i> – due to impending supplier increases it was agreed that current prices be increased with the members discount increasing to 15% as from 1 February 2014. • <i>Pool Table</i> – revenue from the pool table would accrue in a balance sheet account. Committee agreed. • <i>Boiler</i> – on a recommendation from PK, the Committee agreed to purchase a new boiler from Gaswarm. The new boiler would yield a saving of around £1600 pa. • <i>Kitchen</i> refurbishment – MC said that the combi-oven and the fryer were now unusable. A complete refurbishment had been priced and the new kitchen would be in accordance with H & S standards. Manco agreed that the kitchen was “falling apart” and that this was a necessary spend. The project was approved. The kitchen would be out of commission from Sunday 2 – Friday 14 March 2014. A tea, coffee & sandwich service would be in operation during this period. • <i>Lockers</i> – Committee agreed that this project would be “put on hold”. • <i>Uniforms</i> – Committee approved the purchase of black waistcoats with club logo for gents & ladies which would be worn at all times. Club ties would also be worn at all times by the bar staff. It was also agreed that the staff would wear name badges and that table numbers would be utilised by members when ordering table service. 	RB RB PK RB RB
(e)	PRO SHOP A report had been circulated, which included the duties of the professional and the various options, and was tabled for discussion. BL highlighted options which had been suggested in discussions with various officials and members: After a lengthy discussion and on a show of hands it was unanimously agreed to the appointment of a forward thinking PGA professional.. RB to draft an advertisement, which would be forwarded to DL for approval, to be placed on the PGA website and the club website. The Committee appointed an interview panel of DL / JA / BL / WR & RB. The Directors were also encouraged to meeting with the candidates informally on the day of the interview.	

	<p>BL said that members balances in the Pro Shop must be spent by the end of February.</p> <p>DM would staff the shop until the end of February.</p>	
897	MANAGER	
	Nothing to report	
898	CORRESPONDENCE	
	<p>T Philips – disbelief that an able bodied person had won the draw for the buggy shed. Should be redrawn and only include those who were in need. WR said that he had won the draw and would be giving up the shed to Dave Barrett</p>	
889	ANY OTHER BUSINESS	
	<p>JA - the Seniors start sheet being available to the ladies, would be discussed at the next seniors meeting. A possible option was to change the club rules to indicate that it was the Men's Seniors Section.</p> <p>BK – congratulated BA and AM on a well prepared course open form. BA said that he planned to hold the next open forum in September 2014.</p> <p>DL thanked BL and Tony Wiswould for giving up their time to decorate the ladies locker-room.</p>	
	<p>DATE OF NEXT MEETING: Monday 17th FEBRUARY 2014 at 18:30</p> <p>There being no further business the meeting closed at 21:10.</p>	
	CHAIRMAN	DATED