



## KNIGHTON HEATH GOLF CLUB

**Minutes of the Management Committee Meeting held on Wednesday 21 March 2018 at 17:30 in the Clubhouse.**

<b>Present</b>	B O'Hara (BO-Vice-Chairman), A Groom (AG-Captain), K Harrington (KH), C Knight (CK), B Lennon (BL) & D Spencer (DS).  A Hebditch (President) R Bauser (RB-Manager)	<b>Action</b>
	<u>Other Codes used in minutes</u> – D Lennon (DL), M Randall (MR), R Tizard (RT), A Magee (AM), A Windsor (AW)	
	<b>APOLOGIES</b>	
	J Airth & M Collins	
	Due to the unavailability of the Chairman, J Airth, the Vice-Chairman B O'Hara chaired the meeting.	
<b>1446</b>	<b>MINUTES OF PREVIOUS MEETING</b>	
	On a show of hands the minutes of the meeting held on 21 March 2018 was unanimously accepted as a true record and the Chairman was authorised sign them.	
<b>1447</b>	<b>MATTERS ARISING</b>	
(a)	<u>1438a Boundary along 15<sup>th</sup> Tee</u> – RB said that in discussion with BOH the following 4 options would be tabled for consideration by the Committee; <ul style="list-style-type: none"> <li>• Status quo to remain, do nothing.</li> <li>• Write to the land owners advising them of the TPO trees and that they would be required to maintain trees, neighbours encroaching and the club safety concerns.</li> <li>• Apply for adverse possession of the land.</li> <li>• Apply for adverse possession of a portion of the land which would be more suitable to be incorporated into the course.</li> </ul> BOH asked that the Directors give some thought to the above options which would be voted on at the April meeting.	
(b)	<u>Club Insurance Liability</u> RB tabled a document outlining the clubs Employers' liability insurance as well as the Public liability insurance. He also tabled the following extract from the club bye-laws: <b>Liability:</b> Neither the Club nor its officers shall be responsible for; a) loss of or damage to property belonging to members, guests or visitors. b) damage or injury caused by players, All players are strongly advised to obtain their own insurance against such risks. Newsletter item.	<b>RB</b>
<b>1448</b>	<b>CHAIRMAN</b>	
	Nothing to report	

<b>1449</b>	<b>CLUB CAPTAIN</b>	
	<p><i>Minutes of the Captains Committee meeting held on 7 March 2018 were tabled for discussion.</i></p> <p><i>AG highlighted the following:</i>  1216 – Annodata Club Classis team captains  1219c – Seniors Competition times extended to 12:00.</p>	
<b>1450</b>	<b>FINANCE</b>	
	<p><u>Management Accounts</u>  The Management accounts for February 2018, including an updated Cash Flow and Actual v Budget, had been circulated and were tabled for discussion.</p> <p>DS tabled a detailed report highlighting the following areas; profit &amp; loss, balance sheet &amp; cash flow.</p> <p>DS stressed that the management accounts should not be discussed with members and were confidential.</p>	
<b>1451</b>	<b>SUB COMMITTEE REPORTS</b>	
<b>(a)</b>	<b>Advertising &amp; Membership</b>	
	<p>A membership reconciliation as at 16 March 2018 had been circulated and was tabled for discussion.</p> <p>Total playing members – 539</p> <p>New playing members - 35  Full – 368 (limit - 410)  5 Day – 76 (limit – 100)  Flexible – 30 (limit – 30)  RB reported that 6 new members had taken up the special offer to 30 June 2019. Adverts would be inserted in the Daily Echo and the Tee-off Times magazine.</p> <p>BL said that a comprehensive review of all categories should be made before the 2019/20 budget.</p>	
<b>(b)</b>	<b>Course</b>	
	<p>The course report for March 2018 had been circulated for discussion.</p> <p>BOH :</p> <ul style="list-style-type: none"> <li>• Weather was hampering the progress of the winter projects.</li> <li>• Drainage to the 8<sup>th</sup> had been postponed until the drainage injection of the green was completed and had been reviewed.</li> <li>• Course maintenance schedule for September, the cutting &amp; maintenance of the temporary greens would be discussed with CM. A suggestion was that all 18 temps should be maintained throughout the year.</li> <li>• Some members suggested that some of the main greens should not have been played on the previous week.</li> </ul> <p>BL – 5<sup>th</sup> had been cleared, however on the right of the fairway, still needed to be cleared. Trolleys were still been taken over the newly laid grass.</p> <p>AH – to paint yellow markers purple, CM would supply paint.</p>	<p><b>BOH</b></p> <p><b>RB</b></p>

(c)	<b>Health &amp; Safety</b>	
	Nothing to report	
(d)	<b>House</b>	
	<p><u>Shower Designs</u> – AH asked as to the shower designs. BOH said that the project was on hold at this stage.</p> <p>BOH said that the outside of the clubhouse was due for painting. AH said that the fascia over the exit doors needed repairing. RB said that he would get a quote to paint &amp; repair.</p> <p>AH said that the moss roof clearance was also a priority. RB to investigate as to costs.</p>	RB
(e)	<b>Special Project</b>	
	<p>BL tabled a report on the progress of the sub-committee. He said that there were too many variables and the Committee needed to provide some guidance as to the following:</p> <ul style="list-style-type: none"> <li>• <u>Preferred Site</u> – The Committee agreed that the site of the facility should be either adjacent to or behind the current practise net structure.</li> <li>• <u>Form of structure 7m x 6m</u></li> <li>• <u>Initial administration funding</u></li> </ul> <p><u>Other factors:</u></p> <ul style="list-style-type: none"> <li>• Time line</li> <li>• Evidence of needs – members survey</li> <li>• Business plan</li> </ul>	
1452	<b>MANAGER</b>	
	<p><u>Buggy facility</u> – a waiting list of 9 members requiring single seater buggy space. RB to look at cost of enclosing an area (25m x 6m) with palisade fencing near the current bins, including outdoor charging points. This area would accommodate around 20 buggies.</p> <p><u>Summer Clubhouse hours:</u> RB tabled the summer clubhouse hours for discussion. No discussion.</p> <p><b>Bar</b>  Monday/Tuesday/Thursday: 10:00-21:00  Wednesday &amp; Friday: 10:00 - 22:00  Saturday &amp; Sunday: 08:00 - 21:00</p> <p><b>Kitchen</b>  Monday-Thursday: 10-19:00  Friday: 10:00-20:00  Saturday - Sunday: 08:00 - 19:00 (as from Saturday 31 March 2018 the Bar &amp; Kitchen will open at 08:00)</p>	RB
1453	<b>CORRESPONDENCE</b>	
	<p><u>Clubhouse Closure:</u>  Emails had been received from W Richards, A Nicholas &amp; K Harrington complaining about the clubhouse being closed on Sunday 16 March 2018 were tabled, whilst all clubs in the area were open. RB tabled a report which detailed the circumstances around his making the decision to close. It was also not a fact as stated that all clubs were open as some in the area had closed.</p> <p>The Committee made the point that employees should make every effort to get to work.</p> <p>BOH would respond to the above mentioned members.</p>	BOH

	Letter received from RT Hon Sir Eric Pickles inviting the club to become involved in the <u>Parliamentary Review</u> into Digital, Culture, Media, & Sport document. The club would be required to advertise in the document at a cost of £2.5k and for this the club would be invited to parliament as the guest of Sir Eric Pickles in September where the document would be released. The club would also receive 200 copies of the document. The Committee kindly declined the offer. RB to respond.	<b>RB</b>
<b>1454</b>	<b>ANY OTHER BUSINESS</b>	
	None	
<b>1455</b>	<b>DATE OF NEXT MEETING:</b>  <b>WEDNESDAY 25 APRIL 2018 at 17:30</b>  There being no further business the meeting closed at 19:10.	
	<b>CHAIRMAN</b>	<b>DATED</b>