



KNIGHTON HEATH GOLF CLUB

**Minutes of the Management Committee Meeting held on Wednesday
22 SEPTEMBER 2014 at 18:30 in the Clubhouse.**

Present	D Lennon (DL-Chair & Finance), M Collins (MC-Vice-Chair), J Airth (JA-Captain), B Andrew (BA), D Knight (DK), B Lennon (BL), P Symes (PS) & K Way (KW). B Kennedy (BK), R Bauser (RB-Manager) & C Knight	Action
	<u>Other Codes used in minutes</u> - A Magee (CM), A Windsor (AW), M Welch (MW), D Barrett (DB)	
967	APOLOGIES	
	None	
968	MINUTES OF PREVIOUS MEETING	
	The minutes of the meetings held on 18 August 2014 were accepted as true records and the Chairman was authorised sign them.	
969	MATTERS ARISING	
	<p><u>Box for pool cues</u> – MC said that he would possibly look to move the cues and defibrillator to other locations.</p> <p><u>Bridle path</u> – no update</p> <p><u>Directors parking space raffle</u> – RB said that he would like to raffle a charity parking space for a year with the draw being made at Christmas Dinner/Dance. Manco approved that the parking space next to the current designated Managers parking could be utilised.</p>	<p>MC</p> <p>RB</p>
970	CHAIRMAN	
	<p><u>CASC</u> – DL suggested that the clubs application for CASC status be tabled for discussion at the AGM. The majority of the Committee felt that a full discussion together with a presentation had already been made at the recent EGM and further discussion was therefore not necessary. It was suggested that the Chairman draft a note to members advising that the Directors had agreed that the club apply for CASC status.</p> <p><u>Club Rules</u> – The Committee agreed that the number of Directors mentioned in the club rules, 6.1.1, did not include the Captain or Vice-Captain. To clarify the rule the following would be inserted at the end of the sentence (excluding the Captain and Vice-Captain).</p> <p><u>AGM Resolution</u> – The Committee agreed that a resolution be tabled at the AGM deleting the current definition of a voting member and inserting “All playing members (over the age of 18) and Life members”.</p> <p>No other business to date had been received from members.</p>	DL

971	CLUB CAPTAIN	
	<p>Minutes of the Captains Committee meeting held on 10 September 2014 had been circulated and were tabled for discussion.</p> <p><u>Seniors Committee</u> – Manco should re-consider the 26 – 30 age group for a reduction in subscriptions. A number of clubs had introduced a reduction in this area and the club is currently losing out on prospective members. It was agreed that this item would be discussed at the next Manco meeting.</p> <p>The Captain said that as this was his last meeting, he would like to thank the Committee for all their support during his term of office.</p>	
972	FINANCE	
	<p><u>Year End Accounts</u> – The draft YE accounts were tabled for discussion. DL said that a positive meeting had been held with the auditors where cash projections and plans for the forthcoming year had been discussed. BK – restoring membership numbers was important and would possibly be raised at the AGM.</p> <p>BA – members did not seem to know of the member incentive which would be paid for attracting new members although it had been widely advertised.</p> <p>On a show of hand the Directors unanimously approved the YE accounts and the Finance Director was authorised the sign them.</p> <p><u>Management Accounts</u> as at 31 August 2014 had been circulated and were tabled for discussion.</p> <p>A detailed Bar/Catering/Green Fee analysis as at 31 August 2014, was tabled for discussion.</p> <p><u>Bar / Catering</u></p> <ul style="list-style-type: none"> - Bar GP % 64, Catering GP % 60 - YTD Trading Profit £ 5 972 - YTD members discount £ £3 111 <p>DL – the recent employment of a new Bar Manager and Assistant Cook was cost neutral. Sandra Colmer would only work 16 hours per week at a reduced hourly rate.</p> <p><u>Green Fees</u> – YTD income down by £ 383 compared to same period last year.</p> <p>A detailed subscription analysis as at 19 September 2014, was tabled for discussion.</p> <p><u>Subscription Analysis</u></p> <p>New Members since 1 July 2014:</p> <ul style="list-style-type: none"> Full – 14 Juniors – 2 Social – 22 	

973	SUB COMMITTEES	
(a)	<p>CORPORATE ADVERTISING & MEMBERSHIP</p> <p>BL highlighted the following items:</p> <ul style="list-style-type: none"> • Streetwise/KHGC Golf Day – although no direct membership applications had been received some players had shown an interest. The Operations Manager of Castlepoint had offered the advertising pod for use free of charge. Possibly in the spring next year would be a good time. • Had discussions with a B & B in Upton and the Holiday Inn in Poole as to a partnership. <p>Bk offered to sponsor a 9 hole trophy.</p>	
(b)	<p>COURSE</p> <p>The course report, which included a course requirements table, for September 2014 had been circulated and tabled.</p> <p><u>BA highlighted the following:</u></p> <ul style="list-style-type: none"> • <u>Access gate</u> onto course – C Knight had applied for permission to access the course via a gate in his fence. The Committee approved his request. • <u>Buggies driving past ladies locker room</u> – The Committee agreed that the bush on the side of the air compressor area should be allow to grow out, this would prohibit buggies from driving through. A sign would also be placed at both sides. • <u>Designated Buggy & Trolley paths</u> – CM would place white lines. Pro Shop to advise visitors of routes. BL would discuss with AW. • <u>Various members had offered to assist on the course</u> with specific projects. CM would discuss with the members concerned. KW advised that as the members were then classed as employees a risk assessment would have to be done as well as the necessary insurance updated. • <u>Apprentice</u> – Proposal to employ under the national apprentice scheme, 30 hours per week including 3 hours on a Saturday and 3 hours on a Sunday. Agreed • <u>Bucket Holes</u> – these would only be used in the winter if necessary. Members had asked if the CM would cut around the bucket holes during the course maintenance week. BA to discuss with CM. <p>BK – still intended to do a “course walk” with the CM, however under the circumstances of lack of staff any course walk could wait until later in the year or early next year.. The course for the KHKO looked very impressive.</p>	BL
(c)	<p>HEALTH & SAFETY</p> <p>H & S report, which included accident statistics for September 2014 had been tabled.</p> <p>KW - as this was his last meeting he thanked the committee members for their support and said that he had enjoyed being on the Committee as Chairman and Director. He wished the Committee the best of luck for the future.</p> <p>KW said that if required he would be happy to continue as H & S for the club. The Committee agreed that he should be appointed as the H & S</p>	

	officer for the club.	DL
(d)	HOUSE <u>Boiler</u> – Hot water problems, coupling would be replaced. <u>Buggy Shed</u> – in operation <u>Staff</u> – changeover complete, Tom & Jack have joined as casuals. PS – patio area looks untidy, would donate materials to tidy up and re-point. He would discuss with B Fincham. Suggested the flower bed could be a project for the members.	RB PS
(e)	PRO SHOP Nothing to report.	
974	MANAGER	
	Nothing to report.	
975	CORRESPONDENCE	
	None	
976	ANY OTHER BUSINESS	
	<u>Working Ladies</u> DL – an opportunity exists to market the club as welcoming working ladies. No other club in the area currently promotes competitions for working (weekend) ladies. However, with the ladies club championships currently being held on a Tuesday, this does not reflect a club that caters for all lady members. CK – agreed. BK – all ladies should have the same rights to play in competitions, the committee may have to be instructive. The Committee strongly recommended that the ladies comply with the club policy as to when the club championships are played. It was also agreed that the ladies should look at reducing their Tuesday tee-times if following an analysis of the number of playing ladies on Tuesdays, numbers were found to have decreased. <u>Members Levy</u> BL suggested that the club impose a levy specifically to be allocated for course improvement work and that it should be discussed at the AGM. The Committee were not in favour of imposing a levy at this stage, however it may be re-considered at a later stage. <u>Pro Shop</u> BK suggested that the Directors re-consider the professionals contract in terms of the voucher winnings. PS said that the members should be given a prize for winning a competition.	CK CK

	DATE OF NEXT MEETINGS: Thursday 16 October 2014 (after AGM) Monday 20 October 2014 at 18:30 There being no further business the meeting closed at 21:00.	
	CHAIRMAN	DATED