



## KNIGHTON HEATH GOLF CLUB

### Minutes of the Management Committee Meeting held on Monday 23 July 2012 at 18:30 in the Clubhouse.

Present	K Way (Chairman), Mrs D Lennon (Vice Chair), B Kennedy (President), B Lennon (Club Captain), J Airth, A Hebditch, G Taylor & M Welch. R Bauser (Manager)	Action Published minutes
<b>694</b>	<b>APOLOGIES</b>	
	G Pennington (absent)	pm
<b>695</b>	<b>MINUTES OF PREVIOUS MEETING</b>	
	The minutes of the meeting held on 25 June 2012 were accepted as a true record and the Chairman was authorised sign them.	pm
<b>696</b>	<b>MATTERS ARISING</b>	
616(c)	<b>Course Risk Assessment:</b> Work in progress.	KW pm
616(d)	<b>Kitchen Redesign</b> – Work in Progress.	AH pm
625(d)	<b>Corner Lighting for Staff:</b> Ordered, to be installed	AH pm
690	<b>Lockers:</b> RB reported that the average cost per locker was £200 plus VAT. This would include hanging space. It was agreed that AH would obtain prices for a suitable metal type locker.	AH pm
<b>697</b>	<b>CHAIRMAN</b>	
	The Chairman said that he was pleased that L Stanger had won the Club Championships as he had come through the junior ranks. Jack Baker came 3 <sup>rd</sup> and was another very promising junior. <u>J Coe</u> had resigned from the Club and Manco due to family issues and business commitments. <u>AGM</u> – with the upcoming AGM, KW stressed that it was important to get the right calibre of member onto the Committee. GT – would not be standing for re-election. AH – dependant on other circumstances DL – would be available for re-election. The minimum number of Directors on Manco was 6.	pm
<b>698</b>	<b>CLUB CAPTAIN</b>	
698(a)	<u>Minutes</u> of the Captain's Committee meeting, together with the reports, held on 11 July 2012 were tabled. BL invited comments.	pm
698(b)	<u>Membership</u> – GT enquired as to the Social Membership item in the minutes under item 607(b), as it had not been discussed at Manco. DL said that a decision was made in consultation with the Chairman as members were indicating that they would leave if a transfer to social was not considered. These were members who were injured or were in financial difficulties. They were however likely to transfer back to full membership during the year and would then pay a pro-rata fee. The Committee agreed that it was better to keep the members than to lose them. BK – in terms of the articles of association the club could not have more than 5% of its members as social.	pm



<b>703</b>	<b>HOUSE</b>	
	<u>Leaking Roof, Clubhouse</u> – Repaired <u>Car Park Flooding</u> – The storm water drain had been cleared. <u>Water Gully's</u> – Green keepers to check on a regular basis. <u>Soap Dispensers in Men's Showers</u> – Agreed to replace missing dispensers.	pm pm pm RB
<b>704</b>	<b>MANAGER</b>	
	(a) <u>Club Brochure</u> – Completed, awaiting a printing date. (b) <u>Website</u> – Design agreed, next stage is the input of data by both KHGC & developer. (c) <u>Academy</u> – Draft proposal complete, forwarded to DM & Captain for comment. (d) <u>Staff</u> – Appointment of Sam Brading as Assistant Bar Manager as from 1 July 2012. He comes with restaurant as well as bar experience having previously been a Bar Manager at the Shanklin Hotels and an Assistant Manager at Oceana Hotels. Two assistants are now in place i.e. bar and kitchen, the next phase will be to review the staffing operating and function management.  <u>Membership</u> (e) <u>Incentive</u> - The most effective means of recruiting members is through the current membership. Propose the following on an ongoing basis: For each new member introduced, (proposed by a current member) the proposing member's bar card would be credited with £100. The incentive would only be paid once the joining fee as well as the subscription fee was paid. (f) <u>Special Offer</u> – Between Dec 2012 and Mar 2013, offer the same deal as before, no joining fee provided the 2013/14 subscription (at current rate) are paid at the same time as the balance of the 2012/13 subscription. (g) <u>Locker</u> – if the proposed refurbishment does not go ahead, offer members a second locker for the all-inclusive price of £45. (£35 plus £10). Those members that have already paid for second locker their bar card would be credited with the difference.  The Committee approved items 704 e, f & g above.	pm
<b>705</b>	<b>CORRESPONDENCE</b>	
	R & J Cure – Resignation after 20 years due to personal reasons.	
<b>706</b>	<b>ANY OTHER BUSINESS</b>	
	No other business was tabled by 20 July 2012.	pm
	<b>It was noted that GP had not attended 3 consecutive Manco meetings</b>	
	<b>There being no further business the meeting closed at 20:00.</b>	
	<b>CHAIRMAN</b>	<b>DATED</b>

## COMMITTEE REPORTS - JULY 2012

### 7 (a) COURSE WORK

Due to the amount of rain we have had it has been necessary to verti drain the green to keep the course open. When you look at the courses around the local area we have come through the rain very well even though we have postponed a couple of events.

#### Tees

The tees have been treated with a growth regulator to reduce the amount of leaf growth making for a denser sward. This will be done on a monthly program throughout the growing season.

A treatment of selective weed killer needs to be applied but this can only be done when we have dry weather.

#### Fairways

These are growing like mad, we are cutting 3 times a week and this is still not enough to stop grass clippings being left on the surface.

Holes 13, 15 and 16 need a selective weed killer applied.

#### Approaches

These also need to be treated with a selective weed killer.

#### Bunkers

They have been edged.

#### Rough

The rough is still growing faster than we can cut it. We have reduced the height to try and make it easier for member to find their balls.

#### Long rough

Because for the wet summer we have had so far this area has grown more than ever.

Due to this I have found out how much a flail/collector would cost so that these areas can be managed better.

If we just cut these areas and not collect the clippings then next year they would get thicker still and we do not want this.

#### Pathways and Mats

The paths will be edged and weeds removed on a more regular basis.

#### Irrigation

We are replacing sprinklers as needed.

#### Course

I would have liked to have dressed the approaches.

#### STAFF

Andy is fitting in and I would like to put him forward to do his level 3 sports turf management. This would cost £ 750 for the two year course.

#### GENERAL

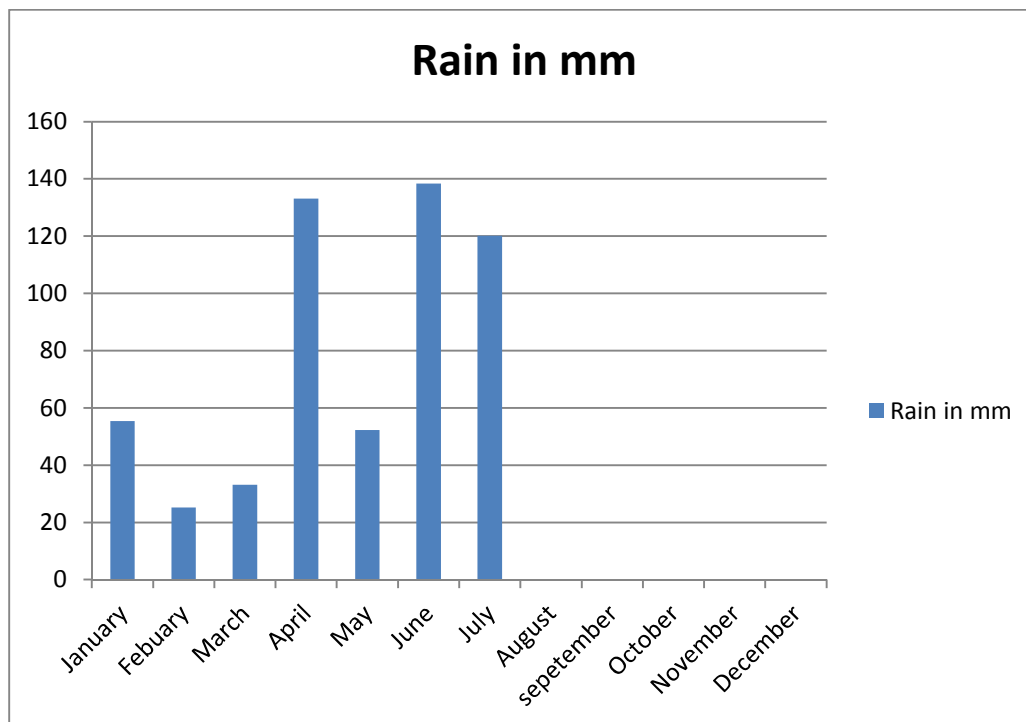
I asked last month about not letting golfers tee off before 6 30am for productivity and safety.

The same golfers are still teeing off before 6 30am and still hitting their balls when your back is turned.

It will only be a matter of time before someone is hit.

#### RAIN

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



So far as a total we have had 557.8 mm i.e. 22.3 inches.

Last year we had as a total 651.6 mm i.e. 26 inches.

We are only 93.8 mm short of what we had last year already and we still have 5 months left.

## **7 (b) HEALTH & SAFETY**

### **1. Accidents**

Accidents up to 30<sup>th</sup> June 2012

Accidents by location

	Kitchen	Bar	Course	Office	Other	Total	RIDDOR
September – December 2008	1	2	0	0	1	4	1 - Oct 08
Jan – Dec 2009	1	0	4	0	2	7	
Jan – Dec 2010	1	1	1	0	0	3	
Jan – Dec 2011	4	2	3	0	0	9	
Jan 2012	0	0	0	0	0	0	
Feb 2012	0	0	0	0	0	0	
March 2012	0	0	1	0	0	1	
April 2012	0	0	0	0	0	0	
May 2012	0	0	0	0	0	0	
June 2012	0	0	1	0	0	1	
Total 2012	0	0	2	0	0	2	

## Accidents by type

	Slips trips and falls	Cuts	Burns scalds	Manual handling	Other
September – December 2008	1	1	0	1	1 Fence (Non employee)
Jan – Dec 2009	2	2	0	0	3
Jan – Dec 2010	2	0	0	1	0
Jan –Dec 2011	3	3	1	0	2
Jan 2012	0	0	0	0	0
Feb 2012	0	0	0	0	0
March 2012	1	0	0	0	0
April 2012	0	0	0	0	0
May 2012	0	0	0	0	0
June 2012	0	1	0	0	0
Total 2012	1	1	0	0	0

## 2. Health and Safety Issues

### Shoe and trolley cleaning.

It has been proposed to renew the shoe cleaning compressor

Compressed air is an extremely efficient way of removing the dirt from golf shoes.

It should be noted that:

- Compressed air is expensive to produce
- The compressors must be serviced, inspected and our insurance company must be notified that we use a compressor
- Compressed air can be very dangerous if it is misused

There are many ways in which compressed air can be dangerous, for example:

- (a) it can enter body orifices such as the mouth, ears and anus, causing severe and often fatal injuries;
- (b) at high pressure 30psi. it can penetrate the skin;
- (c) particles or oil carried in an air jet can damage the eyes;
- (d) oil-coke deposits in a system can spontaneously ignite and cause an explosion;
- (e) vessels containing compressed air, even at comparatively low pressure, can explode violently once their integrity is lost; and
- (f) dirty or 'wet' air can lead to corrosion and blocked valves which may make the system unsafe.

To protect the golf club by ensuring that the compressor is not tampered with or misused we should :

- provide a safe place to store the compressor to prevent it being damaged, stolen, interfered with. This should be in a secure area.
- maintain the compressor through regular servicing
- have a regulator fitted to restrict the air pressure thereby providing air at a safe pressure to the hose and guns.
- have a written scheme of inspection which explains how to carry out the inspections
- arrange for the compressor to be inspected by our insurers every 12 months
- regularly check the compressor and drain the water/oil from the reservoir.
- Ideally discharge the compressor at night.

There are two options if the compressor is to be housed outside

- Use the wooden housing that was on the old compressor and secure it (by padlock) so that it cannot be removed or be tampered with.
- Provide a brick enclosure with effective ventilation which will be secure, prevent theft, reduce the noise levels and improve the life of the machine.

## 8. MANAGER

**Club Brochure** – Completed, awaiting a printing date.

**Website** – Design agreed, next stage is the input of data by both KHGC & developer.

**Academy** – Draft proposal complete, forwarded to DM & Captain for comment.

**Staff** – Appointment of Sam Brading as Assistant Bar Manager as from 1 July 2012. He comes with restaurant as well as bar experience having previously been a Bar Manager at the Shanklin Hotels and an Assistant Manager at Oceana Hotels.

We now have two assistants in place i.e. bar and kitchen, the next phase will be to review the staffing operating and function management.

### **Membership**

**Incentive** - The most effective means of recruiting members is through the current membership. I would propose the following on an ongoing basis:

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