



KNIGHTON HEATH GOLF CLUB

Minutes of the Management Committee Meeting held on Wednesday 25 April 2018 at 17:30 in the Clubhouse.

Present	J Airth (JA-Chairman), B O'Hara (BO-Vice-Chairman), A Groom (AG-Captain), K Harrington (KH), B Lennon (BL) & D Spencer (DS). R Bauser (RB-Manager)	Action
	<u>Other Codes used in minutes</u> – D Lennon (DL), M Randall (MR), R Tizard (RT), A Magee (AM), A Windsor (AW)	
	APOLOGIES	
	A Hebditch, C Knight & M Collins	
1456	MINUTES OF PREVIOUS MEETING	
	On a show of hands the minutes of the meetings held on 21 and 26 March 2018 was unanimously accepted as a true record and the Chairman was authorised sign them.	
1457	MATTERS ARISING	
(a)	<p><u>1438a Boundary along 15th Tee</u> – BOH said that as discussed at the previous meeting a decision as to which of the following options would be suit the club:</p> <ul style="list-style-type: none"> • Status quo to remain, do nothing. • 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. • Apply for adverse possession of the land. • Apply for adverse possession of a portion of the land which would be more suitable to be incorporated into the course i.e. the boundary line would run at 90% from the chain-link fence at 15th tee to the boundary line of the residence. <p>After some discussion it was proposed by BOH, seconded by BL that the last option would be the best. On a show of hands the Directors unanimously voted in favour of the proposal.</p> <p>BOH said that the club could also submit an online form at a cost of £50 and that no additional survey was necessary.</p>	BOB / RB
(b)	<p><u>Temporary Greens</u></p> <p><u>Throughout the year</u> – BOH said that it was not cost effective to maintain temporary green throughout the year.</p> <p><u>Start of course maintenance week</u> – BOH said that there would be an additional cost involved as extra labour would be required on the Sunday to prepared the temporary greens for the Monday. The Committee approved the additional cost to prepare the greens.</p>	
1458	CHAIRMAN	
	Nothing to report	

1459	CLUB CAPTAIN	
	<p><i>Minutes of the Captains Committee meeting held on 4 April 2018 were tabled for discussion.</i></p> <p><i>AG highlighted the following:</i></p> <p><u>1225 Pin positions Ladies Competitions</u> – BOH said that it would be impossible to replicate the pins positions for both days. EG rules stated that “The alternate day must be treated as a separate competition for handicapping purposes. A CSS must be calculated for each day and handicaps adjusted accordingly. The results of the 2 days will be combined for the allocation of prizes”.</p> <p><u>1228a – Worn areas between 6th green & 7th tee and 14th (where trolleys are parked).</u> BOH confirmed that if a ball landed in these areas the ball should be played as it lies or a penalty drop taken.</p> <p><u>11-Hole Competition</u> on Friday 29 June 2018 with a meal and a quiz after.</p> <p>S Wright had proposed a roll-up every Friday afternoon with a prize giving in conjunction with an Eclectic, entry fee £4pp. To be discussed by CC.</p> <p>KH suggested a competition similar to the “Club Masters” could be held for more Major Opens.</p> <p>Annodate Men’s Team beat Highcliffe 3-2 Bridport Bowl A team beat Romsey and the B team lost to Weymouth away.</p>	
1460	FINANCE	
	<p><u>Management Accounts</u></p> <p>The Management accounts for March 2018, including an updated Cash Flow had been circulated and were tabled for discussion.</p> <p>DS tabled a detailed report highlighting the following areas; profit & loss, balance sheet & cash flow.</p> <p><u>Proposed Project Costs:</u></p> <p>a) <i>Club Systems PSI Touch Screens (Lobby & Pro Shop)</i> – The current screen were not compatible with the system software and were causing problems with sign-in and score entry. The Committee felt that the screens were a necessity and approved the purchase. RB to action.</p> <p>b) <i>Roof Moss Clearance</i> – Of the 3 quotes submitted, the Committee agreed that the “doff” cleaning system using steam at 150 degrees centigrade at low pressure would be the most suitable. MC Property Maintenance has also offered a test on a section of the roof. RB to contact the company and accept the offer of a test, if successful then possibly a full clean towards the end of August 2018</p> <p>c) <i>Buggy Enclosure</i> – RB said that there were currently 9 members on the waiting list. The Committee agreed to put the project on hold.</p> <p>d) <i>Making Tax Digital</i> - DS said that businesses would be mandated to use the Making Tax Digital for Business system by April 2019 to meet their VAT obligations. This would apply to businesses who have a turnover above the VAT threshold.</p>	<p>RB</p> <p>RB</p>

1461	SUB COMMITTEE REPORTS	
(a)	Advertising & Membership	
	<p>A membership reconciliation as at 25 April 2018 had been circulated and was tabled for discussion.</p> <p>Total playing members – 554</p> <p>New playing members - 50 Full – 376 (limit - 410) 5 Day – 80 (limit – 100) Flexible – 30 (limit – 30)</p> <p>RB reported that 15 new members had taken up the special offer to 30 June 2019 and that 3 new members would be interviewed on Monday 30 April 18.</p>	
(b)	Course	
	<p>The course report for April 2018 had been circulated for discussion.</p> <p>BOH :</p> <p>A new application (Biochar) would be tested on the putting green tomorrow; Enriched biochar lessens irrigation, prevents waterlogging and improves sward performance. A truly sustainable, environmentally beneficial and balanced product that delivers longevity and efficacy across both traditional and hybrid applications. Reduces costs on water, nutrient and fungicide application. Enriched Biochar is a horticultural form of charcoal blended with optimum levels of fungi, bacteria and trace minerals, and is approved by EU certification bodies for organic growing. Using it eliminate fungicides completely, and reduce chemical fertiliser use significantly.</p>	
(c)	Health & Safety	
	Nothing to report	
(d)	House	
	Nothing to report	
(e)	Special Project	
	<p>BL tabled a document containing the provisional costs for a timber, 6m x 7m insulated and lined with T&G cladding, building. BL said that the type of building, costs and position had to be decided before the application for sponsorship could be made.</p>	
1462	MANAGER	
	<p><u>General Data Protection Regulation (GDPR):</u> RB tabled a privacy policy statement which would be included with the subscription notice for each member. He said that all the policies & procedures relating to GDPR would have to be in place by 25 May 2018.</p> <p>The EU General Data Protection Regulation (GDPR) will come into force from 25 May 2018, when it replaces the current UK Data Protection Act 1998. This regulation significantly increases the obligations and responsibilities for all organisations and business in how they collect, use and protect personal data. It expands the rights of individuals to control how their personal information is collected and processed, and places a range of new obligations on organisations to be more accountable for data protection.</p>	RB

	<p>DS proposed that the General Manager be appointed as the data controller. The Committee approved the appointment. A data controller is the person that controls how the data is used and processed.</p> <p><u>Blue Brothers Tribute Night</u> – The Committee congratulated the staff for a well organised and successful evening. Some 80 members attended.</p>	
1463	CORRESPONDENCE	
	<u>Ian Hulse DCGU</u> – Thanks to the Committee and members for hosting the Henderson Finals at short notice. The course was in excellent condition and a credit to the green staff.	
1464	ANY OTHER BUSINESS	
	None	
1465	<p>DATE OF NEXT MEETING:</p> <p>WEDNESDAY 23 MAY 2018 at 17:30</p> <p>There being no further business the meeting closed at 19:40.</p>	
	<p>CHAIRMAN</p> <p>DATED</p>	