

# **KNIGHTON HEATH GOLF CLUB**

Minutes of the Management Committee Meeting held on Monday 28 May 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, J Coe, A Hebditch, G Taylor & M Welch. R Bauser (Manager)		
667	APOLOGIES		
	G Pennington	pm	
	MINUTES OF PREVIOUS MEETING		
668	MINUTES OF PREVIOUS MEETING  The minutes of the meeting held on 23 April 2012 were accepted as a true		
	record and the Chairman was authorised sign them.	pm	
670	MATTERS ARISING		
610	Junior Membership: To be covered in the Marketing section	JC pm	
616(c)	Course Risk Assessment: Work in progress.		
616(d)	Gas Boiler Service: Completed	AH pm	
	<i>Water Tanks</i> – new valves fitted, no further problems - Completed		
	Water Softener Unit – installed - completed		
	New Boiler – as per report from service engineer a new boiler is required,		
	quote received for £ 10 480 exc VAT. DL advised that this would be added to		
	the Capital budget for 2012/13.		
	Kitchen Redesign – initial quote received for fully replacement £ 34K. AH		
	would review and discuss with relevant staff and report back.	AH pm	
625(d)	<b>Corner Lighting for Staff:</b> quote received for £3K. Would review with contractor.		
626(a)	Directors Photograph: GP photograph outstanding.	BL pm	
635(f)	Shoe Cleaner: AirEze cost around was £3K. Seniors may contribute. DL advised	AH pm	
	that this would be added to the capital Projects budget.		
671	CHAIRMAN		
	AH said that the general opinion during his Presidents Golf Day was that the	pm	
	course was in a very good condition and well presented. All the players had		
	enjoyed the day and were well looked after.		
672	CLUB CAPTAIN		
672(a)	Minutes of the Captain's Committee meeting held on 8 May 2012 were	pm	
	tabled. Report tabled BL invited comments.		
672(b)	AH – dress code on the course re colour & definition of the trainer socks.	BL	
	Referred to the Captain's Committee.		
672(c)	Seniors Competition – It had been reported at the Captain's Committee pm		
	meeting that the fairways were being mowed during the competition. GT said		
	that the green-staff could not stop cutting and that this would continue.		
	Dago 1 of 6		

	To	pm	
672(d)	Yeovil Invitation – The Committee agreed that any team which represented the club should be selected by the relevant team captain and approved by the Club Captain. As this was not the case in this instance the entry fees would not be paid by the club. Any future invitations should be sent directly to the Club Manager.		
673	FINANCE		
	Management Accounts as at end April 2012 was tabled for comment.	pm	
674	SUB COMMITTEES		
	GREENS		
	Report Tabled.	pm	
	Putting green had been top dressed and brushed with a demonstration		
	machine. After 20 minutes the green was ready for use.		
	DL said that some lady members were concerned with the envisaged bunker		
	to be placed to the left 17 <sup>th</sup> . GT said that nothing had been decided and that		
	bunker together with one on the 13 <sup>th</sup> was being reviewed.		
	As was the procedure a presentation would be made to Manco for approval		
	before any bunkers could be placed on the course.		
	GT – minor vandalism, the theft of flags.		
	BL – mentioned that travelers had been seen driving around the car-park.		
	Members should be vigilant.		
675	HEALTH & SAFETY		
	Nothing to report.		
	M Westaway: liability and right of way when teeing off from the men's tee at	KW pm	
	the 3 <sup>rd</sup> hole. It was agreed that the club had liability insurance in place. The	Kee piii	
	player also had a "duty of care". KW to take into account re Course Risk		
	Assessment		
676	MEMBERCHIR MARRIETING & ADVERTICING		
0/0	MEMBERSHIP, MARKETING & ADVERTISING  Report tabled - JC said that these were some of the elements drawn from the	pm	
		piii	
	survey.  BL asked for clarification as to:		
	- concern as to loss of members. JC said that ⅓ of the members had		
	been at the club less than 3 years.		
	- exit survey as mandatory. JC all member leaving should complete a		
	questionnaire.		
	- competitions v general play. Committee agreed that members did		
	have sufficient time for general play.		
	- competitions committee being non-elected. JC said that this body		
	should be elected at the AGM. It was agreed that as H & C was a sub-		
	committee of the Captain's Committee it should be appointed by		
	them. BL also mentioned that no committee member wanted to take		
	up the position of Chairman.		
	- James O'Dowd Competition: a suggestion was tabled that as a mixed	BL	
	competition it should be moved to a Sunday. This would be referred		
	to the Captain's Committee.		
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677	HOUSE			
	AH – nothing to report			
	<b>KW – towels problem in the Lockers</b> – RB said that he was meeting with the			
	supplier PHS on 18 July and would discuss the contract and also look at the			
	cost of installing touch paper towel dispensers.  **KW - late cancellation of society - RB said that the initial booking had been made by D Miles as he knew the organiser. They were only playing golf and unfortunately no deposit was taken. It was only found out after an enquiry			
	that they had cancelled. This was not the normal procedure and would not be			
	repeated and that a booking process was in place.			
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678	MANAGER			
	Report tabled			
678(a)	Bar Opening & Closing on a Saturday & Sunday – Committee agreed to	pm		
0.0(0)	proposal of 10:00.			
678(b)	Assistant Bar Manager Advert – Committee agreed to advertise the position			
0,0(0)	in the ECHO.			
678(c)	Membership Management	pm		
0/0(0)	The Committee agreed as follows:	p		
	- <u>Suspended Member</u> : agreed to tabled proposal			
	- <u>Suspended Member</u> : agreed to tabled proposal - <u>Social Ex Player</u> : Could not automatically transfer back to playing,			
	would need Committee approval			
	- Returning Ex Members: the following discounts would be applied to			
	their entry fees upon rejoining. Rejoining after 1 year 100%, after 2			
	years 80%, after 3 years 60%, after 4 years 40% and after 5 years 20%.			
	- <u>Group Packages</u> : Prospective members joining as a group would			
	receive a reduction of their entrance fees as follows: 5-9 25%, 10-15			
(70/4)	50% and 16+ 100%.			
678(d)	Manco Meeting dates: The proposed revision of meeting dates were	pm		
	approved as:			
	25 June 2012			
	23 July 2012 20 August 2012 24 September 2012			
	15 October 2012			
670	CORRECTIONING			
679	CORRESPONDENCE			
680	ANY OTHER BUSINESS			
680(a)	KW – towels problem in the Lockers – RB said that he was meeting with the			
000(a)		pm		
	supplier PHS on 18 July and would discuss the contract and also look at the			
	cost of installing touch paper towel dispensers.			
	KW – late cancellation of society –RB said that the initial booking had been			
	made by D Miles as he knew the organiser. They were only playing golf and			
	unfortunately no deposit was taken. It was only found out after an enquiry			
	that they had cancelled. This was not the normal procedure and would not be			
2027.1	repeated and that a booking process was in place.			
680(b)	<b>C Langston:</b> letter received by KW re 19 <sup>th</sup> and closure during social functions.	RB pm		
	Letter to be circulated to Committee Members for discussion at the next			
	meeting.			
680(c)	Patio Cleaning: It was agreed that Easyclean should be asked to clean the			
	patio area and to include this in there charge to the club.			
		l		

There being no further business the meeting closed	l at 21:30.	
CHAIRMAN	DATED	

# **COMMITTEE REPORTS – MAY 2012**

#### 5. CLUB CAPTAIN

• Matches –This month I have attended:

Seniors v Ladies on Sunday 20<sup>th</sup> May

A well contested match which the Seniors won. Thanks go to Doug Proctor for donating a shield which will now be contested annually.

- \* **Fun golf events** These have proved unpopular and I have decided to cancel all future planned events due to lack of support.
- \* Sponsored charity golf events -

Juniors 17<sup>th</sup> June: Target golf –being organised by BC and DM Adults/ Colts 23<sup>rd</sup> June: Sponsored STB – tee time reservations as of yet are poor.

Please advertise and support this day as it will from the centre of our fundraising efforts this year. Forms ready to hand out.

- Committee Meeting (April 2012) see minutes of meeting.
- **Social events** we have had two events since the last meeting:
  - 1. Quiz Night hosted by Arthur Workman and well attended.
  - 2. Race Night which included the Snowball draw for £100. The night was poorly attended though those who did attend appeared to have a good night. £69 was raised for the Sparkle charity and a further £57 from the raffle of the clock donated by Derek Perkins. The winner of the snowball draw was Brian Twist and as he was not present the pot +£50 will be carried over to the next draw on Friday June 29<sup>th</sup>.
- Captains charity current balance stands at £1133 (target £3000).
- Dorset Captains Presidents Day attended this event on the invitation of Alan Hebditch. A great day and one at which many visitors commented on the presentation of the course. On the competition side Steve Howlett won the event and the silver salver.

## 7 (a) GREENS

## Greens

These are coming on, they are a little behind where I would like them and this is down to the weather we had in March and April. We have on demonstration the sweep and fill brush and we will be using this when we top dress next week.

# T<u>ees</u>

4<sup>th</sup> Medal and 5<sup>th</sup> ladies tees have been over seeded and top dressed to improve these tees. The 3<sup>rd</sup> ladies and 12<sup>th</sup> medal are still being cut by hand and they will be for the rest of the year.

### Fairways

1<sup>st</sup> 15<sup>th</sup> and 17<sup>th</sup> have been fertilised with a granular feed and the others will have a liquid feed soon.

### **Approaches**

I am happy with the approaches

#### Bunkers

They have been edged again and will be done monthly.

## Pathways and Mats

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

# Irrigation.

We are replacing sprinklers as needed.

# 7(c) MEMBERSHIP, ADVERTISING & MARKETING

- 1. Concern of loss of members
- 2. Exit survey as mandatory
- 3. Analysis of the number of payable competitions as against general play
- 4. Members Survey of the Club Website
- 5. Membership concern about the Competition Committee being non-elected
- 6. Introduction of a new methodology of Members comments and concerns

# 8 MANAGER

<u>Club Brochure</u> – Content supplied, design, set-up in progress. Advertising sales in progress. Completion date end June 2012.

Website - Initial meeting completed and the following agreed:

- draft layout & design of home page,
- Scorecard content & pictures
- Interactive intranet Calendar
- Members area, members contact details (regular update).
- Newsletter feature

Completion date end June 2012

<u>Academy</u> – to accommodate the first time/new golfer. This is ongoing and a draft proposal will be tabled at the next meeting.

## Bar Opening Times on a Saturday & Sunday

Due to the lack of trade on the two days between 09:00 & 10:00 balanced against paying for an extra hour it is proposed to move the opening hours back to 10:00.

Returning Members – propose that any former member wishing to return to the club after a 1-5 year absence and have previously paid their entry fees, be granted membership subject to Membership Committee approval.

Any such member returning after an absence of more than 5 years must pay 50% of the current entry fee, also subject to Membership Committee approval.

*Membership Packages* – Proposed reduction of entry fees for prospective members joining as groups and paying their fees as from an agreed joining date.

16+ 75% 10-15 50% 5-9 25%

#### Meeting Dates:

Proposal to move the following MANCO Meeting dates to leave a gap between meetings so that the office may fully prepare for each:

JUNE - from 18<sup>th</sup> to 25<sup>th</sup> (CC meeting on 14<sup>th</sup> June)

JULY – from 16<sup>th</sup> to 23<sup>rd</sup> (CC meeting on 11<sup>th</sup> July)

AUG – as is 20<sup>th</sup>

SEPT – from 17<sup>th</sup> to 24<sup>th</sup> (CC meeting on 12<sup>th</sup> Sept)

OCT – as is 15<sup>th</sup> (CC meeting to Tuesday 4 Oct 2012)

AGM on Thursday 18<sup>th</sup> Oct 2012 at 19:30