



KNIGHTON HEATH GOLF CLUB

Minutes of the Management Committee (MANCO) Meeting held on Wednesday 16 March 2022 at 17:30.

Present	A Parsons (APA-Chairman), K Harrington (KH-Vice-Chairman), A Groom (AG), C Hill (CH), S North (SN), A Penny (AP), M Randall (MR), D Spencer (DS) & T Townsend (TT). M Welch (Co-opted member) R Bauser (RB-Manager)	Action
	G Hastie (GH), M Diment (MD), A Windsor (AW), J Bailey (JB), R Pearce (RP).	
	Capcom (Captains Committee)	
1860	<u>APOLOGIES</u>	
	J Airth	
1861	<u>APPROVAL OF PREVIOUS MINUTES</u>	
	On a show of hands, the minutes of the meetings held on 16 February 2022, were unanimously accepted as a true record, and the chairperson was authorised sign them.	
1862	<u>MATTERS ARISING FROM PREVIOUS MINUTES</u>	
(a)	<u>Hitachi Golf Finance Agreement</u> DS said that although the agreement was more related to the supply of goods and not services, the related queries he had, had been addressed by email. The Committee unanimously agreed that RB be authorised to sign the agreement on behalf of the club.	
1863	<u>CHAIRMAN</u> <u>Driving Range</u> TT suggested that signs be placed along the bridal way indicating that the driving range was private property as dog walkers had been seen on the range. RB to advise members via the newsletter as to the EG third party insurance scheme for all registered golfers.	
1864	<u>CAPTAIN</u>	
(a)	The minutes of the draft CapCom meeting held on 2 March 2022 were tabled for discussion. <u>CH highlighted the following:</u> <ul style="list-style-type: none"> • Ball chute / Tee booking system referendum outcome • ladies' competitions limited to two per month (Weekend & Tuesday) • all club competition surpluses (30%) should accrue to the club. • roll-up had been registered and times and days circulated to members. 	

	<p>MR said that as the initial steering committee meeting was cancelled the meeting should be re-arranged to discuss the above and any other items of concern.</p> <p>RB to arrange a meeting, attending Captain, Chairman, 2 Ladies and 2 Seniors representatives and RB.</p> <p>(b) <u>Captains Charity Pro-Am - Friday 16 September 2022</u> The Pro-Am entry form was tabled for information, a member's team of 3 players would cost £270 and a visitor's team £300. Closing date 2 September 2022. 30 team entries required to, break-even.</p>	RB
1865	<u>FINANCE</u>	
	<p>(a) <u>Management accounts & detailed report for the period to 28 February 2022</u> had been circulated and was tabled for discussion.</p> <p><u>Highlights:</u></p> <ul style="list-style-type: none"> • Subscription income more than expected • Green Fee income more than forecast • Buggy Surplus deficit worse than anticipated • Gaming Machines more profitable • Bar & Catering operations worse than budget • Expenses less than budget • Loss for the month less than forecasted <p>(b) <u>Cashflow</u> The cashflow has been amended to reflect the current situation with the irrigation project and the loans to be taken out to pay for it. It will depend on the performance of the club during the first quarter of the new year. However, if the club achieve close to the expected budget, a positive result at year end will be achieved.</p> <p>(c) <u>Irrigation System</u> Loan Agreement papers were signed and drawn down date achieved. The Contractor has now submitted three invoices;</p> <p>(d) <u>Draft Budget 2022/23</u> The draft summary P & L Budget was circulated to members prior to the meeting. The detail backing accounts were tabled at the meeting.</p> <p>DS proposed that the draft budget 2022/23 be accepted as tabled. APA seconded.</p> <p>On a show of hands, the Directors present voted unanimously in favour of the proposal.</p>	
1866	<u>SUB-COMMITTEE REPORTS</u>	
	<p>(a) <u>COURSE</u> Maintenance week information document from GH tabled. RB had circulated to members via email on 15 March 2022.</p> <p>KH – very detailed and informative document.</p>	

	<p>KH highlighted the following:</p> <p><u>Winter projects:</u></p> <ul style="list-style-type: none"> • Rope drainage for 1st & 7th and possibly the putting green. • 14th to 15th path (possibly a rubber compound) • Bunker front right of 15th and front right of 17th to be redone • New path to left of 10th tee • Re-design 11th path to link to 12th. <p>4th path needs drainage channels to lead water away. Discuss with GH.</p> <p>Maintenance week 21-25 March 2022. RB to advise members via newsletter</p> <p>MR – fairways & rough definition. KH to discuss with GH.</p> <p>IRRIGATION (TAG – tees, approaches, greens)</p> <p><u>MR highlighted the following items:</u></p> <ul style="list-style-type: none"> • Continued good progress to date, project on plan. • All mainline pipework is in. • “Fine turf” works (tees and greens) 90% finished • Will start on 16th fairway in next week. • Water tank planning application – approved with conditions. Tree preservation and ecological compensation. • Tank structure is up, lining in this week then roof on. • Pump house and pump sets on site in 10 days. • Abbots submitted their second valuation claim, confirmed by Irritech • Third payment request just in • Power cable from clubhouse to water tank sub-standard, installed up to clubhouse • Booster antenna to be fitted next week • One more additional cost, sprinklers to practice tee, approved by committee. <p>HEALTH & SAFETY</p> <p>No accidents or incidents recorded since Dec 21 report.</p>	RB
1867	MANAGER	
(a)	<p><u>Membership Analysis at 16/3/2022:</u></p> <p>Full - 365 (2021-319) 5 Day - 86 (2021-90) Total Playing - 510 (2021-461) - highest since 2018, 505 Total membership 623 (2021-552)</p> <p>New Playing Members – 58 (5 new members since last report on 16/2/2022)</p> <p>(b) <u>Chef Interview:</u> RB – 2 candidates had been listed for interview w/c 21 March 2022.</p> <p>The interviewing committee was appointed as, APA, KH & RB.</p>	

1868	<u>CORRESPONDENCE</u>	
	None	
1869	<u>ANY OTHER BUSINESS</u>	
	<p>AP – Forest Holme Charity Golf Day music. RB said that the club would play music through the sound system.</p> <p>CH – toilets & showers need urgent attention. APA said that pricing was in hand</p> <p>SN – pitch marks were a major problem on the course. Management to consider a starter or marshal.</p>	
	<p>The next meeting was scheduled for Wednesday 20 April 2022 at 17:30.</p> <p>There being no further business the meeting closed at 19:30.</p>	
	CHAIRMAN	DATED