



KNIGHTON HEATH GOLF CLUB

Minutes of the Management Committee (MANCO) Meeting held on Wednesday 21 DECEMBER 2022 at 17:30.

Present	A Parsons (APA-Chairman), T Townsend (TT- Vice Chairman), R Collis (RC), S Hawkrige (SH), A Penny (AP) & S Rook (SR). M Welch (MW-President) R Bauser (RB-Manager)	Action
	G Hastie (GH), A Windsor (AW), D Haines (DH) & J Paine (JP).	
	Capcom (Captains Committee)	
1942	<u>APOLOGIES</u>	
	K Harrington, M Randall, D Spencer & C Hill	
1943	<u>FINANCE</u>	
	<u>Management accounts & detailed report for the period to 30 November 2022 was included in all members packs.</u>	
1944	<u>APPROVAL OF PREVIOUS MINUTES</u>	
	On a show of hands, the minutes of the meetings held on 23 November 2022, were unanimously accepted as a true record, and the chairperson was authorised sign them.	
1945	<u>MATTERS ARISING FROM PREVIOUS MINUTES</u>	
	Course Traffic policy had been circulated to all members via a newsletter. Details were also posted on the information board at the ball chute and had also been included in the 2023 diary. GH would need to clarify 90-degree rule re trolleys allowed on the course. RB advised that the various items were included in the Agenda.	Greens
1946	<u>CHAIRMAN</u>	
	APA said that the Committee should consider the option of the 5-year membership. The toilets & showers were not fit for purpose and was an embarrassment. Funds would need to be generated to move the project forward.	

1947	<u>CAPTAIN</u>	
	<p>The draft minutes of the Capcom meeting held on 7 December 2022 were tabled for discussion.</p> <p><u>SR highlighted the following:</u></p> <ul style="list-style-type: none"> On the request of the Seniors Captain pace of play letters were sent to a 4-ball in the Seniors Bowmaker. The 4-ball however disputed the allegation of slow play. The process would have to be discussed at the next Capco meeting. Societies at 10:00 during the winter. The Committee agreed that this was an exception, and that the policy should not be changed. Members should be able to play around the society. Course etiquette, members have been reminded to, repair pitch marks, rake bunkers & not to remove the ball by using the flag pole. RC suggested volunteer marshals. 	
1948	<u>SUB-COMMITTEE REPORTS</u>	
	<p>(a) COURSE - TT A detailed course report for November 2022, compiled by the Course Manager had been circulated to members.</p> <p>TT highlighted the following:</p> <ul style="list-style-type: none"> Weather had been challenging, greens were however exceptionally good. Bunker on 17th would be removed and grassed, currently dangerous and would be marked "no play zone". Tree removal, area to the righthand side of the 12th green working towards the 17th tee. Trees to be removed alongside the 1st green which blocks the light reaching the green in winter. Trees to be removed at the back on 18th green, 1st conifer on the left. <p>SR asked as to the conifers at the back of the 15th green. If removed a net may be required to safeguard the residential properties.</p> <p>(b) HOUSE PROJECT (CAPITAL) – RC</p> <ul style="list-style-type: none"> Awaiting flooring, ceiling, and partitioning quotes Seniors Section required a proposal before they committed any funds to the project. APA to ascertain stock donation from G Oates. Scope of works document would be drafted for approval. Drainage survey may be required. Disabled toilet / shower must also be considered as part of the upgrade. <p>(c) DRIVING RANGE PROJECT – MR A report was tabled for discussion. The project was ongoing, a meeting would be held with Commercial Recycling, preferred contractor on 7 February 2023. AP said that the permit process would take at least 18 months.</p> <p>(d) HEALTH & SAFETY No accidents / incidents had been reported since the last report in October 2022.</p>	

1949	MANAGER	
(a)	<p><u>Membership Analysis on 21 December 2022:</u></p> <p>Full - 343 (2022-335) 5 Day - 79 (2022-76) Total Playing - 480 (2022-468) Total membership 573 (2022-554) New members – 9 full, 4 5-day, 3 flexible, 2 juniors & 2 social New members since Nov meeting; 3 5-day.</p> <p>(b) <u>Chef Assistant:</u> The Head Chef has been without an assistant for a month as the previously appointed chef had left, job too stressful.</p> <p>(c) <u>Club Diary 2023</u> Completed, members to collect from the bar.</p> <p>(d) <u>Clubhouse & Course Dec 2022</u> RB proposed the following clubhouse and course opening & closing times.</p> <p>(e) <u>CLUBHOUSE HOURS</u> Sunday 25 December 2022 - Clubhouse & Course CLOSED Monday 26 December 2022 - Clubhouse CLOSED / Course OPEN Tuesday 27 December 2022 - Clubhouse & Course OPEN Sunday 1 January 2023 - Clubhouse CLOSED / Course OPEN</p> <p><u>OFFICE HOURS</u> Friday 23 December 2022 - CLOSED from 12:00 Monday 26 & Tuesday 27 December 2022 - CLOSED Monday 2 January 2023 - CLOSED</p> <p>During January 2023 on each Tuesday & Wednesday, the office will close at 13:00. As from 1 February 2023 normal office hours will resume, 09:00 - 17:00.</p> <p><u>ANNUAL KITCHEN DEEP CLEAN</u> Tuesday 10 January 2023 for the annual deep clean</p> <p>The Committee approved the above times.</p> <p>(f) <u>Seniors Accounts</u> RB said that the Seniors Committee requested that it be reported that the month end accounts were not provided “by the last working day of each calendar month.” The last working day in Dec 2022 would be Friday 30 Dec 2022. The timeline was not practical and therefore the service agreement should be revised. RC said that he would discuss with the Seniors treasurer.</p>	RC
1950	<u>CORRESPONDENCE</u>	
	None	
1951	<u>ANY OTHER BUSINESS</u>	
	SH – who would manage the new members whilst RB was on leave. RB said that the ladies in the office were capable of managing the membership applications.	

	SH – sponsorship of open events. RC said that he would discuss opportunities with TT. SH – club to look to creating new revenue streams, e.g., wakes.	RC
	The next meeting has been scheduled for Wednesday 25 January 2023 at 17:30. There being no further business the meeting closed at 19:00.	
	CHAIRMAN	DATED