



# KNIGHTON HEATH

## GOLF CLUB

### Abridged Minutes of the Management Committee (MANCO) Meeting held on Wednesday 21<sup>st</sup> May 2025 at 17:30.

<b>Present</b>	A Parsons (Chairman), S Keen (SK), D Spencer (DS – Finance), J Gee (JG), M Taylor (MT - Captain), C Hill (CH), S Rook (SR), M Randall (MR) & M Welch (MW – President)  K Eden (KE – Manager)	
<b>2211</b>	<b><u>APOLOGIES</u></b>	
	N/A	
<b>Attendance</b>	<b><u>8 Meetings Held</u></b> <b><u>Attended</u></b> <div> <div>A Parsons</div> <div>5</div> </div> <div> <div>S Keen</div> <div>7</div> </div> <div> <div>M Randall</div> <div>7</div> </div> <div> <div>D Spencer</div> <div>8</div> </div> <div> <div>C Hill</div> <div>6</div> </div> <div> <div>S Rook</div> <div>7</div> </div> <div> <div>J Gee</div> <div>8</div> </div> <div> <div>M Taylor (or alternative)</div> <div>8</div> </div>	
<b>2212</b>	<b><u>MATTERS ARISING FROM PREVIOUS MINUTES</u></b>	
	<ul style="list-style-type: none"> <li>CH expressed dissatisfaction with the comments made by MR during the previous Manco meeting concerning the lack of minutes of Greens Committee meetings. MR noted concerns that information from Manco was not being effectively communicated to the Head Greenkeeper.</li> <li>MR commented positively on the recent Greens Committee minutes of meeting, stating it was well-prepared and appreciated by the Board.</li> <li>SK was not happy with the path chosen via email by CH and DS to organise an emergency board meeting to discuss the chairman role going forward. Unfortunately, certain board members were unable to attend the meeting, which led to online voting and resulted in AP being reinstated as chairman. As discussed in the previous meeting and as agreed, this matter should have been addressed this evening.</li> <li>CH stated that Manco meetings are confidential and that any discussions should remain within the board meetings.</li> <li>JG expressed his concerns about conducting meetings over email and emphasized that such matters should always be brought to Manco meetings.</li> <li>MT referenced line item 2206 from the previous Manco minutes, noting that he had proposed a possible restructure of the boards moving forward. The proposal was shared with all the board members for consideration and is to be included in the agenda for the June Manco meeting. All agreed in favour as an Agenda topic for the next meeting.</li> </ul>	<b>KE</b>

	<ul style="list-style-type: none"> <li>MR inquired whether the proposal for the patio flooring could proceed, as per the quotation received. All members voted in favour of proceeding with the quotation and agreement.</li> </ul>	<b>KE &amp; MR</b>
<b>2213</b>	<b><u>APPROVAL OF PREVIOUS MINUTES</u></b>	
	On a show of hands, the minutes of the meetings held on the 19 <sup>th</sup> April 2025 were unanimously accepted as a true record, and the chairperson was authorised to sign them.	
<b>2214</b>	<b><u>CHAIRMAN (AP):</u></b>	
	<ul style="list-style-type: none"> <li>AP noted that there were a few issues for the board to work through and to keep everyone unified. Everyone agreed on this going forward.</li> </ul>	
<b>2215</b>	<b><u>FINANCE (DS)</u></b>	
	<p>The financial reports with the cashflow projections were circulated to the board and accepted.</p> <ul style="list-style-type: none"> <li>DS proposed that, based on the surplus cash projection, £25,000 be allocated towards repaying the variable loan account, which would signal to the bank that the club is in good standing as per the agreement. The majority of the board voted in favour of the payment.</li> <li>DS mentioned that three quotations, all meeting the financial requirements, had been received from various suppliers and presented to the board for approval regarding the facilities needed for the greenkeeping working area (offices and toilets). All members voted in favour of proceeding with the refurbished portable cabins, as per the proposal. Project report is showing around £60k that will be needed for the project, with an 8/12 week lead time for delivery.</li> <li>DS reported that the ClubNet system will be adopted as the new membership system to replace the current ClubV1 system at KHGC. Quotations and a presentation have already been provided to certain board members and club staff. Everyone was in favour of proceeding with ClubNet, with the sales agreement and costings to be circulated via email among the board before any sales agreements can be signed.</li> </ul>	<b>KE &amp; DS</b>  <b>KE &amp; GH</b>  <b>KE</b>
<b>2216</b>	<b><u>CAPTAIN (MT):</u></b>	
	<ul style="list-style-type: none"> <li>MT mentioned that Winter mats going forward for this coming winter, means the golf course is committed to using these mats as a standard part of winter operations to protect the course, maintain playing conditions, and provide golfers with a good experience during winter.</li> <li>MT mentioned that the Captain's Family Fun Day will be held on the 28<sup>th</sup> June, a day filled with games, food and activities for the whole family to enjoy.</li> <li>AP raised the issue of ladies' competitions not fully utilizing the allocated tee times, and suggested that any unused times should be returned to the club moving forward. MT to mention this in the next Capcom meeting.</li> </ul>	

2217	<b><u>SUB-COMMITTEE REPORTS</u></b>	
(a)	<b><u>COURSE (CH &amp; SR):</u></b> <ul style="list-style-type: none"> <li>The greens summary report had been issued and accepted by the board.</li> <li>MR inquired whether mains water is currently being used due to the dry conditions on the course and whether it had been budgeted for. KE confirmed that mains water is being used but noted it had not been budgeted, as this is extremely difficult to predict and plan for.</li> </ul>	
(b)	<b><u>HOUSE PROJECT (CAPITAL - SK):</u></b> Nothing to report	
(c)	<b><u>GOLF ACADEMY DEVELOPMENT PROJECT (MR, JG &amp; SK):</u></b> <ul style="list-style-type: none"> <li>MR noted that the club is still awaiting the site surveyor, arranged through AMS, to schedule a site meeting. No dates have been confirmed at this stage.</li> </ul>	
(d)	<b><u>HEALTH &amp; SAFETY – KE</u></b> <ul style="list-style-type: none"> <li>KE reported an incident on the 15th hole where a golfer was struck on the arm by a steel ball bearing. The matter has been reported to the police, and KE is currently awaiting their report. Once received, it will be forwarded to BCP Council as an urgent matter, requesting that the perimeter fencing be reviewed and addressed.</li> </ul>	KE
(e)	<b><u>PROJECT REPORT – JG &amp; KE</u></b> <ul style="list-style-type: none"> <li>KE mentioned that a new project report had been circulated to the board, and no further questions were raised.</li> </ul>	KE
2218	<b><u>MANAGER</u></b>	
	<b><u>Membership Analysis on 30<sup>th</sup> April 2025:</u></b> Total Full Members – 448 (Budget 430) Total 5 Day Members – 97 (Budget 110) Other – 56 (Budget 69) Total membership – 741 (Budget 753) <ul style="list-style-type: none"> <li>KE noted that this will be the final membership figures update until July, as the membership renewal process has now commenced and figures will be updated accordingly.</li> </ul>	KE
2219	<b><u>CORRESPONDENCE</u></b>	
	No correspondence was given to the office.	
2220	<b><u>ANY OTHER BUSINESS</u></b>	
	<ul style="list-style-type: none"> <li>MT inquired about the possibility of installing a non-alcoholic pint line behind the bar. KE responded that he would contact the supplier to</li> </ul>	KE

	<p>gather more information and determine whether this can be implemented.</p> <ul style="list-style-type: none"> <li>• MW asked whether the new flooring installation for the 19th Hole could be completed within this financial year to finalise the 19th Hole project. The proposal was put to a vote, and all were in favour of proceeding with the flooring installation.</li> <li>• MT noted that there were no cakes on display by the bar and asked when this would be addressed. KE responded that slices of cake have been available at the bar since Monday and shared that Graham, a former baker, will be making the cakes going forward on a trial basis.</li> </ul>	KE
	<p>The next meeting has been scheduled for Wednesday 18<sup>th</sup> June 2025 at 17:30.</p> <p>There being no further business the meeting closed at 20:45.</p>	