



KNIGHTON HEATH GOLF CLUB

Minutes of the Management Committee (MANCO) Meeting held on Wednesday 22 September 2021 at 17:30.

Present	J Airth (JA-Chairman), A Groom (AG-Vice-Chairman), K Harrington (KH), A Parsons (APA), M Randall (MR), D Spencer (DS) & T Townsend (TT). M Welch (MW-President) R Bauser (RB-Manager)	Action
	A Magee (AM), A Windsor (AW), C Hill (CH), R Collis (RC)	
1800	<u>APOLOGIES</u>	
	A Penny	
1801	<u>APPROVAL OF PREVIOUS MINUTES</u>	
	On a show of hands, the minutes of the meeting held on 25 August 2021, were unanimously accepted as a true record and the chairman was authorised sign them.	
1802	<u>MATTERS ARISING FROM PREVIOUS MINUTES</u>	
(a)	<u>Business Interruption Claim</u> RB advised that he had completed the offer and the expected payment date was 4 October 2021.	
(b)	<u>Buggy Cage Update</u> RB said that he was awaiting quotes. He had also asked RC if the seniors would contribute towards the project as they were willing to contribute towards a container.	
1803	<u>CHAIRMAN</u>	
	As this was his final meeting, he (JA) thanked the committee for their contribution and support during the year. Some decisions made by the committee were not always appreciated by the members, however he believed that the club was in a very good place, with membership increasing. He also thanked the captain, and his committee for their support.	
1794	<u>CAPTAIN</u>	
	The minutes of the captains committee meeting held on 4 August 2021 had been distributed and were tabled for discussion. Winter times – to be discussed at the next captains committee meeting.	CAPCO
1795	<u>FINANCE</u>	
(a)	<u>Year End Audited accounts</u> The accounts had been circulated and were tabled for discussion.	

	<p><u>The following Items were highlighted by DS.</u></p> <ul style="list-style-type: none"> • A surplus of £43 019 was reflected • The reserves had increased to £ 463 109 • Corporation tax £187 • Tangible assets had increased by £ 80 774 for the following purchases: <ul style="list-style-type: none"> ○ Land (practise area) and associated legal fees ○ Anglemaster grinder ○ 50 x Dining room chairs and 2 x merlin handheld EPOS machines ○ Boreholes and associated documentation fees. • Trading & Profit & Loss account <p>It was noted that the seniors and ladies accounts were incorporated into the club year-end accounts.</p> <p>The seniors section reflected a loss of £ 2 563 (prior years adjustments) and the ladies a profit of £ 367.</p> <p>DS proposed that the audited accounts as presented be approved by the Directors, JA seconded.</p> <p>On a show of hands, the directors present unanimously voted in favour of the proposal and DS was duly authorised to sign the accounts on behalf of the club.</p> <p>(b) <u>Management accounts & detailed report for the period to 31 July 2021</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 better than anticipated • Bar & Catering operations worse than anticipated • Expenses less than budget • Cashflow • Strong profit for the month <p><u>Cashflow</u></p> <p>The projected cashflow to end June 2022 reflected a positive balance due to the opening balance being higher than anticipated and the receipt of government loans and grants from last year.</p> <p>(c) <u>Long Term Finance</u></p> <p><u>Current Situation</u></p> <p>Loans as of 30th June 2021:</p> <p><u>Lloyd Bank plc</u></p> <p>Loan No 3 (Kitchen Improvement) - £28,506 - 30months</p> <p>Loan no 4 (Changing Rooms & Lockers) - £40,775 - 38 months</p> <p>Loan No 5 (Borehole and Irrigation system) - £50,000 - 240 months</p> <p><u>Hitachi</u></p> <p>Course Equipment (final payment) - £31,645 - Aug 2021</p> <p><u>Green King plc</u></p> <p>Brewery Loan (Awnings) - £10,000 - No Term</p> <p><u>Members</u></p> <p>Members Loans - £8,000 - No Term</p>	
--	--	--

	<p>Financial Year July 2021 to June 2022 The club is not budgeting for any new asset purchases during this period at present.</p> <p>New Financing The club to obtain new financing to cover capital expenditure for new plant and equipment (2025-2026) and to cover the renewal of the irrigation system (October 2022).</p> <p>Irrigation System Discussions with Lloyds are ongoing, and the audited accounts would now be forwarded to them as requested.</p>	
1796	<u>SUB-COMMITTEE REPORTS</u>	
(a)	<p>COURSE The course report for August 2021 had been circulated and was tabled for discussion.</p> <p><u>Winter Projects list for 2021/22 was tabled for discussion:</u></p> <p>Priority Projects</p> <ul style="list-style-type: none"> • Drainage to 8th green by PC Drainage, duration 1 week • Drainage to 17th green by PC Drainage, duration 1 week • 4th Tee path to the 4th fairway including path from the 3rd hole <p>Reserve List</p> <ul style="list-style-type: none"> • Greenside bunker right side on the 15th green, duration 2 weeks • Greenside bunker right side on the 17th green, duration 2 weeks <p>The above projects were unanimously approved by the committee.</p> <p>An additional £1k to the improvements budget.</p> <p>(b) BOREHOLE & IRRIGATION (TAG – tees, approaches, greens) A report on the existing irrigation system, the borehole water supply and the new irrigation system was circulated and tabled for discussion.</p> <p><u>MR highlighted the following:</u></p> <ul style="list-style-type: none"> • A <i>ph</i> test was done on the water last week and registered just over a 6, which was acceptable. • The borehole has a 12-months warranty, after the period it was recommended that an annual maintenance contract be put in place. The committee agreed. • A 2½ % retention was also in place. <p>(c) CORPORATE & MARKETING TT reported that he was in discussion with JP Morgan as to sponsorship.</p> <p>(d) HEALTH & SAFETY No accidents & incidents were reported since the July meeting.</p>	
1797	<u>MANAGER</u>	
(a)	<p><u>Schedule of important dates prior to AGM was tabled</u> RB highlighted that all committee reports must be received by the office on or before Friday 10 September 2021.</p> <p>The AGM was scheduled for Thursday 21 October 2021 at 19:00.</p>	

	<p>(b) <u>AGM</u> The AGM notice & agenda was tabled for approval. It was noted that in the chairman's report section the following two items were included, borehole update and the replacement of the existing irrigation system, MR to present. The funding of the irrigation system would be presented by DS. The committee approved the notice & agenda.</p> <p>(c) A <u>membership analysis</u> report dated 25 August 2021 was tabled. Full - 327 (2021-319) 5 Day - 90 (2021-90) Total Playing - 471 (2021-461) Total membership 565 (2021-552)</p> <p>New Playing Members - 12 Resignations – 1 (transfer to Germany)</p>	
1798	<u>CORRESPONDENCE</u>	
	<p><u>B O'Hara</u> – requesting that the committee consider allowing flexi-members to use the reciprocal scheme. The committee unanimously agreed that it was not in the best interests to allow flexible members to benefit from the scheme. RB to advise Mr O'Hara.</p>	
1799	<u>ANY OTHER BUSINESS</u>	
	<p>(a) <u>Option 1 - Buggy Store Proposal – R Collis (RC)</u></p> <ul style="list-style-type: none"> • 40 ft container • Double doors • Delivery <p>It was noted that there were 8 members on the waiting list.</p> <p>Donation from seniors committee - £ 3 320 plus £500 for electrical equipment. Seniors to paint. Container would be sighted next to the current container.</p> <p>JA thank RC for the proposal.</p> <p>(b) <u>Option 2 - Buggy Palisade Fenced area</u></p> <ul style="list-style-type: none"> • Palisade fencing with gate, 62 meters • 10 double plug points • Space for 20 buggies <p>After some discussion the committee agreed that option 2 was preferred as it allowed for additional spaces and was "future proofed".</p>	
	<p>The next meeting was scheduled for Wednesday 13 October 2021 at 17:30. There being no further business the meeting closed at 19:40.</p>	
	CHAIRMAN	DATED