



KNIGHTON HEATH

GOLF CLUB

Abridged Minutes of the Management Committee (MANCO) Meeting held on Wednesday 28th August 2025 at 17:30.

Present	A Parsons (Chairman), S Keen (SK), D Spencer (DS – Finance), S Rook (SR), M Randall (MR), J Gee (JG), C Hill (CH), M Taylor (MT - Captain), G Tutton (Vice Captain) & M Welch (MW – President) K Eden (KE – Manager)	
2241	<u>APOLOGIES</u>	
	N/A	
Attendance	<u>11 Meetings Held</u> <u>Attended</u> A Parsons 8 S Keen 9 M Randall 9 D Spencer 11 C Hill 9 S Rook 9 J Gee 11 M Taylor (or alternative) 11	
2242	<u>MATTERS ARISING FROM PREVIOUS MINUTES</u>	
	<ul style="list-style-type: none">MT enquired about line item 2234, specifically whether the proposal included 1 or 2 greenkeepers within the budget. AP responded that the initial plan is to consider the inclusion of 2 greenkeepers.SK asked whether it remained important to explore the option of engaging outside contractors to carry out the work going forward. However, it was noted that by increasing the in-house team, this would help manage extra costs and ensure additional work is completed on time.MT enquired whether the starter for the winter period would still proceed as planned in line with the budget. DS replied that it would be difficult to confirm until the first quarter of the financial year is completed and the club’s financial position is clearer. The Board voted in favour of holding back on the installation of shower screens in order to accommodate the starter going forward.	KE
2243	<u>APPROVAL OF PREVIOUS MINUTES</u>	
	On a show of hands, the minutes of the meetings held on the 23 rd July 2025 were unanimously accepted as a true record, and the chairperson was authorised to sign them.	
2244	<u>CHAIRMAN (AP):</u>	
	<ul style="list-style-type: none">AP reported that Crane Valley and Bulbury Woods golf clubs may be closing for development. As a result, KHGC could see an influx of new	KE

	<p>members. It was noted that it will be important to review both the number of new members and their playing ability.</p> <ul style="list-style-type: none"> AP mentioned that the Ladies' Section had raised concerns regarding the on-course toilets being unavailable due to time constraints on the greenkeepers' shed project. AP explained to the Ladies' Captain that portable toilets could not be considered due to health, safety, and vandalism risks. The information has been shared with the ladies captain and accepted. 	
2245	FINANCE (DS)	
	<p><u>Management accounts & detailed report for the period to 30th June 2025 was included in all committee packs.</u></p> <p>PROFIT for the month - £45,014 against a budget profit of £27,377</p> <p>The financial reports with the cashflow projections were circulated to the board and accepted.</p> <p>DS reported the following matters:</p> <ul style="list-style-type: none"> Trolleys and Lockers: Current revenues have not met budget expectations. DS suggested either reviewing pricing or sending out information to members regarding availability. Competition Account: Expenses in the membership services area appear higher than expected. DS will investigate further and provide the Board with an update. Cashflow Forecast: DS reminded the Board that the forecast is based on worst-case scenarios and should be considered as a prediction only. Financial Audit 2025/26: DS presented the latest Harrisons Financial Audit and accompanying letter. The Board approved DS's draft reply letter to the Auditors and agreed for DS to sign off the final accounts with Harrisons. <p>Proposer: DS Seconder: SK</p>	<p>KE</p> <p>DS / KE</p> <p>DS</p>
2246	CAPTAIN (MT):	
	<ul style="list-style-type: none"> MT reported that the Scratch Team had reached the knock-out stages of the EAGG competition but were unfortunately defeated by Millbrook GC. KE was tasked with sending a thank-you letter to the General Manager of Millbrook GC. MT reported that recent communication to the membership regarding the potential dissolution of the Seniors Section originated directly from the Seniors and Vice-Captain, due to no members putting their names forward for various positions. <p>JG expressed that the Committee does not have the authority to dissolve any sub-section and that professional advice should have been sought. MT noted that his proposal for having one Club Captain and a restructured Committee, presented at the April Management Committee meeting, had not received comments or suggestions over the past three months.</p> <p>SK emphasized that proper procedures and communication need to be followed.</p> <p>The Board accepted the following actions to be communicated to the Seniors Captain:</p> <ol style="list-style-type: none"> 1.) The Senior AGM will proceed as scheduled on 29th September 2025. 2.) Mark will continue to fulfill his captaincy duties until the end of his current term. 	KE

	<p>3.) Mark is required to communicate with the Senior Committee (and all involved) to provide clarity on the situation.</p> <p>4.) The Board proposes introducing both a Senior Representative and a Ladies' Representative to oversee annual competitions (acting as match organisers). Implementing this change will require amendments to the Club's Memorandum and Articles of Association. This proposal will first be raised at the Seniors AGM for discussion and subsequently presented at this year's Club AGM.</p> <p>5.) Seniors may still put forward a committee structure for this year's AGM. However, if no nominations are made for positions such as Captain and Vice-Captain, the section will not be able to operate effectively.</p> <p>6.) The Board is considering a full restructuring of the Club's Committee. Due to time constraints, this will be proposed as a formal resolution at next year's AGM, as it cannot realistically be implemented this year.</p> <p>7.) All Seniors' meetings and matters must be conducted through the Seniors Captain, ensuring proper communication and structure within the section.</p> <p>Summary:</p> <ul style="list-style-type: none"> The Board fully supports the principle of having one Club Captain representing the Club, with the various sections (e.g., Seniors Match Organisers, Ladies' Organisers) reporting directly to the Club Captain. 	
2247	<u>SUB-COMMITTEE REPORTS</u>	
(a)	<p><u>COURSE (CH & SR):</u></p> <p>CH reported on the Course as follows:</p> <ul style="list-style-type: none"> Recent course maintenance went ahead as scheduled, but very dry conditions made sanding the greens more difficult due to lack of rainfall. Work on the 7th and 10th holes has commenced and been successfully completed. A shredder for wood may be needed; however, renting one could be more cost-effective at this stage. The old greenkeepers' container will be collected in the next 2 weeks, with Claymoor Construction scheduled to commence foundation work from 15th September. KE confirmed that payment for the new containers has already been transferred; delivery will occur once Claymoor has completed its work and drying process. A new sprayer may be required in the future, pending further communication from GH. MR enquired about the project leader for the greenkeeping shed. CH confirmed that GH and the office will oversee the project and keep the Board updated. <p>(b) <u>HOUSE PROJECT (CAPITAL - SK):</u></p> <p>N/A</p> <p>(c) <u>GOLF ACADEMY DEVELOPMENT PROJECT (MR, JG & SK):</u></p> <p>MR reported on the Water Reservoir Project as follows:</p> <ul style="list-style-type: none"> Surveyors have completed the drawings and provided dimensions. Unfortunately, the landfill is insufficient to cover the costs of the water reservoir. A meeting with AMS is scheduled for 10th September to explore alternative solutions. 	<p>KE / GH</p> <p>GH</p> <p>MR</p>

	<ul style="list-style-type: none"> An extraction license will be required to apply water to the course, with an expected fee of approximately £2,000. GH will investigate further. <p>(d) <u>HEALTH & SAFETY – KE</u></p> <p>No reports have been given or notified through the office.</p> <p>(e) <u>PROJECT REPORT – JG & KE</u></p> <p>KE issued the project report to the Board. No further questions were raised.</p>	
2248	<u>MANAGER</u>	
	<p><u>Membership Analysis on 28th August 2025:</u></p> <p>Total Full Members – 414 (Budget 430) Total 5 Day Members – 95 (Budget 110) Other playing members – 95 (Budget 69) Total Playing Members – 604 (Budget 652) Other categories - 80 Total membership – 684 (Budget 753)</p>	KE
2249	<u>CORRESPONDENCE</u>	
	<p>A member email was received by the General Manager and certain Board members, suggesting that nomination forms for Director roles should require applicants to be business-orientated and include a full CV for members' consideration. The Board noted that this is extremely difficult to enforce, as the Board cannot control the number or nature of applications received prior to an AGM. Members applying and voting at the AGM ultimately decide who best represents the membership. KE will reply to the member's email.</p>	KE
2250	<u>ANY OTHER BUSINESS</u>	
	<p>The next meeting has been scheduled for Wednesday 17th September 2025 at 17:30.</p> <p>There being no further business the meeting closed at 19:45</p>	
	<p>_____</p> <p>CHAIRMAN</p>	<p>_____</p> <p>DATED</p>