



KNIGHTON HEATH GOLF CLUB

Minutes of the Management Committee (MANCO) Meeting held on Thursday 28 September 2022 at 17:30.

Present	A Parsons (APA-Chairman), K Harrington (KH-Vice-Chairman), C Hill (CH), A Penny (AP), M Randall (MR), D Spencer (DS) & T Townsend (TT). R Bauser (RB-Manager)	Action
	G Hastie (GH), M Diment (MD), A Windsor (AW), J Bailey (JB), R Pearce (RP).	
	Capcom (Captains Committee)	
1910	<u>APOLOGIES</u>	
	M Welch	
1911	<u>APPROVAL OF PREVIOUS MINUTES</u>	
	On a show of hands, the minutes of the meeting held on 18 August 2022, were unanimously accepted as a true record, and the chairperson was authorised sign them.	
1912	<u>MATTERS ARISING FROM PREVIOUS MINUTES</u>	
(a)	<u>Upgrading of Clubhouse Toilets & Showers</u> APA advised that he had held discussions with Gary Oates (former owner at Oates Construction) who had said that he had bathroom fixtures and fittings which he would donate to the club. This would reduce the overall cost of the project. Mr Oates also said that he still had contacts at the company, and they could design and cost the project. APA would follow up. MR said that the drainage was an ongoing problem. APA said that it would be incorporated into the project.	APA
1913	<u>CHAIRMAN</u>	
(a)	<u>Senior's newsletter</u> RB said that he had received the newsletter from RP for distribution to the senior members, however he felt that there were, certain misrepresentation in the communication that Manco should be aware of. The Committee agreed that the newsletter was in parts factually incorrect and instructed RB not to publish, until such time as they were corrected or removed. MR said that RP was currently in hospital with a swollen knee and a blood clot. RB would send him a "get well" package from the members.	

	<p>(b) <u>Senior's Questionnaire</u> RB said that he had also received a questionnaire to be circulated to senior members.</p> <p>Two questions were however of concern:</p> <ol style="list-style-type: none"> i) What is your opinion of food and refreshments provided at the Club? ii) If you have a personal buggy, or are planning to get one in the near future, would you make use of a container structure or a secure open-air stockade? <p>The Committee agreed that question i) was not in the remit of the Senior's section and must be removed. Question ii), RP had been advised that Manco had agreed that no more containers would be purchased as storage. If it became necessary for the club to investigate buggy storage facilities other options would be considered. RB was instructed to advise the Senior's as such.</p>	<p>RB</p>
<p>1914</p>	<p><u>CAPTAIN</u></p>	
	<p>The draft minutes of the Capcom meeting held on 30 August 2022 were tabled for discussion.</p> <p><u>CH highlighted the following:</u></p> <ul style="list-style-type: none"> • Ongoing discussions re Ladies' competitions currently reserved at weekend for 09:30 must move back to 11:30 time slot (summer) and 11:00 (winter). Would be discussed at the next Capco meeting. • 5-day members competitions, different formats for 2023, scrambles, greensomes etc. 	
<p>1915</p>	<p><u>FINANCE</u></p>	
	<p>(a) <u>Management accounts & detailed report for the period to 31 August 2022,</u> had been circulated and was tabled for discussion.</p> <p><u>Highlights:</u></p> <ul style="list-style-type: none"> • Subscription income less than expected • Green Fee income less than forecast • Buggy Surplus slightly better than anticipated • Gaming Machines less profitable • Bar & Catering operations showed a small profit but worse than budget • Expenses less than expected • Loss for the month where we expected a profit • Review at the end of Sept 22, 1st quarter which would then include to stocktake. <p>(b) <u>Cashflow</u> The opening balance for September continued to be better than expected, although we are experiencing an income decrease against the budget. The cashflow had been updated to reflect all known or expected costs.</p>	

	<p>(d) Insurance Upgrades DS highlighted the following additional costs:</p> <ul style="list-style-type: none"> • Electrical certification & Remedial work • Fire Alarm clubhouse upgrade • Fire Alarm to sheds • Intruder alarm upgrade <p>(e) Section surplus funds RB reported that the seniors section banking account had been closed and the funds paid into the KHGC Ltd current account.</p> <p>The Ladies surplus and the Seniors surplus as agreed had been transferred to the Project Fund account in the balance sheet.</p>	
1916	<u>SUB-COMMITTEE REPORTS</u>	
	<p>(a) COURSE</p> <p><u>Landfill – Practise range</u> KH said that two contractors were interested in undertaking the project. The club would have to survey the area to determine the amount of landfill required which would then be included in a tender process. Without the survey the project could not be started.</p> <p>DS proposed that the survey cost be approved. The Committee agreed, AP was instructed to contact the surveyor to proceed.</p> <p><u>Course report for August</u> from GH was tabled and would be circulated to members via the newsletter. Regular monthly reports would follow.</p> <p><u>Irrigation</u> MR reported that Abbots would drain down the system in Nov in preparation for the winter and re-commission in March/April as part of the 1st year package. Thereafter the club would have to fund the process.</p> <p><u>Path to the 14th green</u> to be reviewed.</p> <p><u>Winter Mats</u> GH had indicated that he proposed using the grass tees during the winter as opposed to the mats. He would monitor the Par 3's for wear. KH to discuss with GH as to the winter mats being lifted, removed and jet washed.</p> <p>(b) HEALTH & SAFETY No incident or accident since the last report in August 2022.</p>	<p>AP</p> <p>KH</p> <p>KH</p>
1917	<u>MANAGER</u>	
	<p>(a) <u>Membership Analysis on 23 September 2022:</u> Full - 341 (2022-335) 5 Day - 76 (2022-76) Total Playing - 476 (2022-468) Total membership 566 (2022-554) New members – 4 full, 1 5-day, 3 flexible, 1 country, 2 juniors & 2 social</p>	

	<p>(b) <u>AGM – Thursday 20 October 2022</u> APA would chair the meeting in the absence of the President who had resigned.</p> <p>(c) <u>Director’s nominations:</u> R Collis S Hawkrigde OBE C Hill M Randall S Rook (alternate S Keen)</p> <p>If all were elected together with AP, APA, KH, and TT the number of Directors would total 9, which would be within the rules.</p> <p>(d) <u>Finance Director</u> No nomination had been received, in terms of the rules “if no suitable candidate is found the club manager may seek the services of a professional firm.” This item would be discussed at the first Directors meeting to be held directly after the AGM.</p>	RB
1918	<u>CORRESPONDENCE</u>	
	No correspondence.	
1919	<u>ANY OTHER BUSINESS</u>	
	<p>The next meeting has been scheduled for Wednesday 26 October 2022 at 17:30.</p> <p>TT apologised as he would not be able to attend the AGM.</p> <p>There being no further business the meeting closed at 19:40.</p>	
	CHAIRMAN	DATED