KNIGHTON HEATH
GOLF CLUB

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

Present	S Keen (SK), D Spencer (DS – Finance), S Rook (SR), M Randall (MR), J Gee (JG), C Hill (CH), G Tutton (Vice-Captain) & M Welch (MW – President) K Eden (KE – Manager)	
2251	**APOLOGIES**	
	M Taylor (MT - Captain)	
Attendance	**12 Meetings Held** **Attended** A Parsons 8 S Keen 10 M Randall 10 D Spencer 12 C Hill 10 S Rook 10 J Gee 12 M Taylor (or alternative) 12	
2252	**MATTERS ARISING FROM PREVIOUS MINUTES**	
	• DS reported in Section B of the 2244 meeting that it had been confirmed, including by the Chairman, that no portable toilets would be hired for an extended period for the ladies. However, portable toilets were observed in the car park. KE clarified that the portable toilets had only been hired for the day, specifically for the ladies' coffee morning event, in response to complaints received from the ladies' section. • MR reported in Section C of the 2247 meeting, in the last bullet point, that he understood the meeting had given approval to proceed. KE confirmed after consulting with GH that the go-ahead was given for MR to move forward with the application for the water extraction license. No further questions were given.	**KE** **MR**
2253	**APPROVAL OF PREVIOUS MINUTES**	
	On a show of hands, the minutes of the meetings held on the 28th August 2025 were unanimously accepted as a true record, and the chairperson was authorised to sign them.	
2254	**ACTING CHAIRMAN (SK)**	
	• SK, acting as Chairman, reported on a recent conversation with AP regarding his sudden resignation from the board. Concerns were expressed both verbally and in writing about AP potentially returning to the board. SK voiced his concerns, noting that this was the second resignation from AP, which was attributed to a number of factors.	

	• MW confirmed that AP is eligible to reapply for a directorship at this year's AGM, as this would be his second term on the board. However, the decision to reapply rests entirely with AP. • MR also raised concerns about AP's absence from the front table during the AGM, suggesting it might lead to questions from members. SK assured the committee that he would be present at the front and would address any questions if necessary. SK will also speak with AP regarding the board's decision about his reapplication. • SK raised concerns regarding recent meetings held by certain board members without notifying the full board. This was in relation to efforts made after the recent Management Committee meeting to address issues within the senior section. Unfortunately, the resignation of the Seniors' Captain, attributed to lapses in systems and governance procedures, has caused further confusion and frustration among board members. SK emphasized that this situation is unacceptable and that moving forward, all information and discussions must be communicated through the board. • JG clarified that both he and MR had been invited to attend the meeting with the senior section. However, JG offered his apologies to the board for the issues that had arisen.	
2255	**FINANCE (DS)**	
	Management accounts & detailed report for the period to 30th June 2026 was included in all committee packs. Overview Included: • Subscription and Other Income - £77,379 (Budget £76,520) • Bar & Catering Operations – Loss £2,547 (Budget Loss £3,875) • Other Expenses - £62,440 (Budget £84,507) • Trading Profit (before depreciation) - £12,392 (Budget Loss £11,862) • Less Depreciation - £9,267 (Budget £8,996) • PROFIT for the month - £3,125 (Budget Loss £20,858) The financial reports with the cashflow projections were circulated to the board and accepted. Financial comments from DS: DS provided an update on the financial performance. Overall gross income was slightly ahead of budget across most areas, with the exception of subscriptions, which were £1.2k below forecast. However, subscriptions remain slightly ahead on a year-to-date basis. Bar turnover exceeded projections, with margins also performing slightly better than anticipated. Catering income was ahead of expectations, supported by significantly improved margins. In summary, total gross income was reported to be above budget for the period. Total trading expenses were significantly lower than expected, primarily due to timing issues. However, course-related expenses exceeded budget by £5k, driven by the following factors:	

	• Course improvements (sand delivery and skip hire) • Purchase of furniture (new greenkeepers rake) • Health & Safety costs (clearance of old chemicals) • Increased water charges • Course materials (chemicals and top dressing) • Repairs to the tractor Services to members were below budget, primarily due to the timing of the DCGU fees. The budget had anticipated the full payment of these fees in a single payment this month, whereas the fees have been charged on a monthly basis. Competition expenses were reviewed and reported to be in credit for the month, which is also attributed to a timing issue. Clubhouse expenses were under budget. Administration expenses were under budget, largely due to the auditors' fees. While these fees were initially included in the budget, the accounts are now writing them off on a monthly basis. The VAT related to the new greenkeeper's accommodation has been classified as part of the asset purchase, in accordance with the agreement made with the auditors. There was no balance sheet report provided this month due to certain items being entered incorrectly and some depreciation charges not being recorded. It is expected that a corrected balance sheet will be available for review at the next meeting. DS expressed concerns to the board regarding the cashflow projections and requested approval to proceed with the following projects: the new greenkeeper's shed and the ClubNet Systems. However, he recommended holding off on future projects for the time being. All voted in favour with the proposal was put forward by DS and seconded by CH. CH suggested that a meeting be arranged with Graham to ensure clarity on which projects are essential and to avoid confusion with the greenkeeping team. KE was tasked with organizing a meeting between GH, CH, SK, and DS to review the project report, highlight the most important initiatives, and prioritize them accordingly.	**KE**
2256	**<u>CAPTAIN (GT on behalf of MT)</u>**	
	• GT announced that the Quiz Night is scheduled for 26th September (Friday). • MT raised a concern about the senior section meetings, noting that it appears they are receiving free coffee or have an account with the club, which should be stopped immediately. KE stated that he was unaware of such an account and had no knowledge of how the funds are being sourced or allocated. • DS clarified that, in the previous Management Committee meeting, it was agreed that both the seniors' and ladies' sections would now be integrated into the club's main finances, and there would be no separate accounts going forward. KE was tasked with investigating this matter further through Clubv1 to determine if any senior club cards have been used and how the funds are being managed.	**KE** **KE**

	• MR inquired whether the red posts for Hole 2 had been placed yet. GT confirmed that he is currently involved in making the posts using leftover wood from previous projects and that they will be placed in the near future.	
2257	**SUB-COMMITTEE REPORTS**	
(a) **(b)** **(c)** **(d)**	**COURSE (CH & SR):** • CH reported that the August Greens Report has been circulated to the Board. • Rainfall for the month totaled 45mm, with approximately 40mm falling in the first week. • Graham expressed satisfaction with the overall condition of the course. However, attention is required for bare areas on the fairways, which will need seeding and verti-cutting. • The 10th hole fairway is in notably poor condition, likely due to the extended dry summer period. It was agreed that this area requires scarification and top dressing as a priority. • GT raised concerns regarding a lack of respect shown by some members towards the course volunteers. • GT noted that comments have been made by members questioning how much the volunteers are paid. He clarified that the volunteer work is not financially motivated, but carried out for the benefit of the course and its members. • GT stressed the importance of attracting more volunteers to assist with ongoing course maintenance and to help accelerate improvement efforts. **HOUSE PROJECT (CAPITAL - SK):** Nothing to report on at this stage **GOLF ACADEMY DEVELOPMENT PROJECT (MR, JG & SK):** • MR reported that the reservoir project will not proceed at this stage. • A recent meeting was held between MR, JG, and AMS to revisit the original landfill project as an alternative option. • AMS will facilitate a meeting between the architect and the planner to explore various possibilities and assess the feasibility of progressing with the landfill approach. MR will organise a follow-up meeting in October to discuss the next steps. **HEALTH & SAFETY – KE** No reports have been given or notified through the office. KE reported that an ambulance helicopter landed near the 1st Hole white tee box in response to a road accident near the main roundabout.	

	As a result, the 18th hole was temporarily unplayable for approximately one hour. KE noted that no complaints were received from members at the time, and the situation was handled with understanding given the emergency nature. **PROJECT REPORT – JG & KE**	
(e)	KE issued the project report to the Board. No further questions were raised. KE confirmed that the project report will be amended following a scheduled meeting with the Course Manager and relevant parties, as discussed under the Financial Report section. Updates to the report will reflect any changes or outcomes arising from that meeting.	
2258	**MANAGER**	
	Membership Analysis on 28th August 2025: Total Full Members – 414 (Budget 430) Total 5 Day Members – 95 (Budget 110) Other Playing members – 51 (Budget 69) Total playing members - 560 Total membership – 684 (Budget 752)	**KE**
2259	**CORRESPONDENCE**	
	KE stated that no correspondence had been received by the office. However, SK noted that an AOB (Any Other Business) form had been submitted by a member for the upcoming AGM. The matter will be prepared and addressed accordingly at this year's AGM.	
2260	**ANY OTHER BUSINESS**	
	CH inquired whether the restructure or proposal for the restructure of the committee would be raised at this year's AGM. SK confirmed that the matter will be included under Any Other Business (AOB) at the AGM and that the relevant information will be shared with the members in advance. SK formally thanked the following directors for their contributions and service to the Board: • DS, for his financial expertise and support; DS will be resigning following this year's AGM. • MR, for his dedication and service over six consecutive years on the Board. • CH, for completing his first three-year term; CH is eligible for re-election at this year's AGM. • MW, in his role as President, for his ongoing advice, guidance, and knowledge, which have been invaluable to the Board over the years.	

	The next meeting has been scheduled for Wednesday 22nd October 2025 at 17:30. There being no further business the meeting closed at 19:45	
	____________________ ____________________ **CHAIRMAN** **DATED**	