



KNIGHTON HEATH GOLF CLUB

Minutes of the Management Committee Meeting held on Wednesday 18 March 2020 17:30 in the Clubhouse.

Present	J Airth (JA-Chairman), M Collins (MC-Vice-Chairman), C Flay (CF-Captain), A Groom (AG), A Penny (AP), M Randall (MR), D Spencer (DS) & T Townsend (TT). M Welch (MW-President) A Parsons (APA-Vice-Captain) R Bauser (RB-Manager)	Action
	<u>Other Codes used in minutes</u> – C Welch (CW), D Knight (DK), R Collis (RC), PH (P Handley), A Magee (CM), A Windsor (AW) & Captains Committee (Capco).	
	APOLOGIES	
	C Knight & A Parsons	
	WELCOME	
	JA welcomed all and declared the meeting open.	
1659	MINUTES OF PREVIOUS MEETING	
	On a show of hands, the minutes of the meetings held on 19 February 2020 were unanimously accepted as a true record and the Chairman was authorised sign them.	
1660	MATTERS ARISING	
	<u>ProGame Proposal</u> – RB said that he had received a proposal which would, if agreed commence on 1 January 2021. He had circulated the proposal to all members and urged them to read it before the next meeting in April 2020.	
1661	CHAIRMAN	
	Nothing to report.	
1662	CLUB CAPTAIN	
	<i>Minutes of the Captains Committee meeting held on 4 March 2020 were tabled for discussion.</i>	
(a)	CF highlighted the following items: <ul style="list-style-type: none"> Pro-am Charity Golf Day, 2 teams had entered and paid. The Committee agreed that RB should liaise with the PGA in the light of the recent coronavirus outbreak. The Seniors “Terms of Reference” for their Committee was approved. Approved one Bowmaker in winter and one in summer in place of a Medal or Stableford on a Wednesday. 	RB AW

	<p>In the light of the current <u>COVID-19</u> outbreak the Committee agreed to cancel all Board, Medal & Stableford competitions as well as friendly matches until the end of April 2020.</p> <p><u>Forest Holme Charity Golf Day</u> – RB to liaise with the organisers as to the postponement to 7 August 2020.</p> <p><u>Functions</u> – It was agreed that the Elvis Tribute Night & Horse Racing Night would be cancelled, any payments received by the club would be refunded.</p> <p><u>Reciprocal</u>s – Some clubs were refusing to take any bookings as they did not want visitors at their club during the COVID-19 outbreak. The Committee agreed that the club would institute similar restrictions with the clubs in question.</p>	
1663	FINANCE	
(a)	<p><u>The Management accounts and report</u> for 29 February 2020, including an updated Cash Flow and an Actual v Budget spend, had been circulated and were tabled for discussion.</p> <p><u>Draft Budget 2020/21</u> The following documents were tabled for discussion: Overview, Historical actual / budget & Subscription rates.</p> <p>After a lengthy discussion, the Directors unanimously approved the budget with proposed changes.</p> <p><u>Coronavirus outbreak</u> MC proposed that in event of a “lockdown” whereby the clubhouse and course had to close, an emergency committee of JA, MC, DS & RB would be tasked with making any important decisions on behalf of Manco. CF seconded. On a show of hands, the Directors unanimously voted in favour of the above proposal.</p>	
1664	SUB-COMMITTEE REPORTS	
(a)	Course	
	<p>The course report for March 2020 had been circulated for discussion.</p> <p>AG highlighted the following.</p> <ul style="list-style-type: none"> • Bunker sand had been delivered • End of life trees would have to be identified and removed • Aeration of the greens was currently being carried out • Greens were being hand mowed as they were too wet for the heavier mowers. • Generally, the course was holding up well <p><u>Winter 2019 / Spring 2020 Improvements</u></p> <ul style="list-style-type: none"> • <u>Over seeding</u> selected areas, complete • Fill in and reshape <u>16th greenside bunker</u>, complete • <u>16th fairway bunker (eco edge)</u> <ul style="list-style-type: none"> ○ Turf removed, bunker dug out and shaped, drainage installed, base layer installed, rubber crumb layer installed, revetting, banking and turfed 	

	<p><u>To do</u></p> <ul style="list-style-type: none"> ○ Installing sand. This can only be done after the turf had established. ○ Once the sand has been installed, will have to wait on opening the bunkers to allow the sand to firm up so that balls did not plug. <ul style="list-style-type: none"> • <u>6th greenside bunker (eco edge)</u> <ul style="list-style-type: none"> ○ Turf removed, bunker dug out and shaped, 50m of drainage installed, base layer installed, rubber crumb layer installed, revetting, banking and turfed <p><u>To do</u></p> <ul style="list-style-type: none"> ○ Installing sand. This can only be done after the turf had established. ○ Once the sand has been installed, will have to wait on opening the bunkers to allow the sand to firm up so balls did not plug. <ul style="list-style-type: none"> • <u>12th tee path</u> <ul style="list-style-type: none"> ○ Not yet completed due to the weather. ○ Trees removed, roots ground out, levelled, wooden sides installed, 20mm dust installed and compacted with a vibration plate. <p><u>To do.</u></p> <ul style="list-style-type: none"> ○ Topsoil around the wooden sides, 3mm dust topcoat, turf sides where needed. <p>MR asked what would happen to play during excessive winds. RB said that CM had recently completed a risk assessment of the course whereby the course would close if winds were in excess of 40mph.</p>	
(b)	Corporate & Marketing	
	Awaiting responses from various Companies.	
(c)	Health & Safety	
	<p>RB tabled an accident report highlighting a recent accident on the course:</p> <p>CM slipped on the staff access bridge between the 10th and 12th fairways, due to the wet conditions. Corrective action - The bridge would be closed when it rained. The Committee also agreed that a wire mesh be placed on the walkway.</p>	
1665	MANAGER	
(a)	<p>A <u>Membership Analysis</u> as at 13 March 2020 had been circulated and was tabled for discussion.</p> <p>Total Playing – 489 New Playing Members – 29 Full – 321 (410) 5 Day – 82 (100) Flexible – 18 (30)</p> <p><u>Additional members</u> - 12 new full applicants had applied for the full special membership offer. 1 new 5-day applicant.</p>	
(b)	<p><u>Clinical Deep Clean</u> – A clinical deep clean of the clubhouse on Sunday 15 March 2020 had to be implemented when it was found that one of the bar staff, working on the Saturday, had been in contact with a</p>	

	<p>suspected coronavirus person. The club was immediately closed on the Saturday.</p> <p>RB stressed that the closure and the deep clean was necessary due to the recent coronavirus outbreak in the UK and the guidance from the government. Manco approved the emergency expenditure.</p>	
1666	CORRESPONDENCE	
	None	
1667	ANY OTHER BUSINESS	
	<p><u>Disabled Parking Bays</u></p> <p>It was agreed that the disabled parking bays, which were designated for wheelchair users only, would be retained as they were.</p>	
1668	<p>DATE OF NEXT MEETING:</p> <p>WEDNESDAY 20 March 2020 at 17:30</p> <p>There being no further business the meeting closed at 20:10.</p>	
	<p>CHAIRMAN</p> <p>DATED</p>	