



KNIGHTON HEATH GOLF CLUB

Minutes of the STEERING Sub-Committee (MANCO) Meetings held on Monday 6, Tuesday 14 April, Friday 15 May and Friday 29 May 2020 at 17:00.

Present	J Airth (JA-Chairman), M Collins (MC-Vice-Chairman), C Flay (CF-Captain) & D Spencer (DS). R Bauser (RB-Manager)	Action
1671	TUESDAY 6 APRIL 2020 – SKYPE – All present	
(a) Finance	<p>JA opened the discussion and said that he had requested cashflows from both DS and RB.</p> <p>One detailed the current closure to end in September and the other to end in Dec 2020.</p> <p>The Committee unanimously approved the following:</p> <ul style="list-style-type: none"> Members would be invoiced for the full amount, as agreed by Manco, however members would have 2 options, pay the full amount (preferable) or pay 50% of the subscription (to end Dec) on or before 30 June 2020. Lockers & trolley spaces would not have to be paid initially. EG/DCGU/DCLGA fees would have to be paid in full by 30 June 2020. Premium Credit payers would be loaded with the full subscription amount, plus the additions, unless otherwise advised re 50%, by Monday 15 June 2020 (email or letter). 	
(b)	<ul style="list-style-type: none"> Subscription invoices would be emailed or posted by 1 May 2020. Payment would have to be made via a bank transfer or the “howdoipay” secure portal on the website. Instituting joining fees as from 1 August 2020 was still a consideration. <p>RB said that an overdraft facility had been approved and was in place</p>	
(c) General	<p>JA said that he was concerned as to the residents along the 15th tee clearing the bush on the KHGC side of the boundary. They also seemed to be dumping branches etc onto KHGC property.</p> <p>He said that RB should report them to the police for trespassing and also send each a letter advising them to refrain from any activity on KHGC property.</p> <p>RB said that he would also discuss the matter with CM.</p> <p>There being no further business the meeting closed at 18:20.</p>	RB

1672	TUESDAY 14 APRIL 2020 – SKYPE - All present	
	<p>JA said that the meeting was arranged to discuss the clubs Job Retention Scheme (JRS) claim.</p> <p>It was agreed that the club would furlough non-essential staff and claim 80% of their wages through the JRS.</p> <p>There being no further business the meeting closed at 18:00</p>	
1673	FRIDAY 15 MAY 2020 – SKYPE - All Present	
	<p>(a) <u>Finance</u> The Management accounts & report as well as the cash flow projections for April 2020, had been circulated to all Manco members.</p> <p><u>DS reported as follows:</u></p> <p><i>Accounts:</i></p> <ul style="list-style-type: none"> • Club closed with no activity • Furlough scheme in operation • Income higher than expected • Expenses less than budget • Cashflow continuing negative <p><u>RB reported as follows:</u></p> <ul style="list-style-type: none"> • A claim had been submitted to Sport England for financial assistance with monthly expenses. • A claim had also been submitted to Circle Golf for business interruption. The claim is currently in dispute as Circle have advised that they are not liable under the insurance policy. A court case is currently in progress (Army G C) as to business interruption claims from golf clubs. • Bar & Kitchen stocktakes will take place on Tuesday 30 June 2020. • The replacement of the course tee signage was for the account of ProGame, as per the agreement. <p>(b) <u>General</u> <u>JA</u> said that the fairway and semi rough had been cut too short, there was no longer any definition between the two. The Committee agreed to request that all Manco and Capco members submit a first impressions of the course after lockdown as well as any recommended as to improvements. RB to action.</p> <p><u>RB</u> said that the Pro Shop would remain closed as per PGA guidelines, however the telephone would be manned to assist with members queries and tee bookings. The Committee agreed that the Professional would be paid his normal monthly retainer for the service.</p> <p><u>Tee times</u> - It was agreed that the tee times for the forthcoming weeks would be released on each Sunday i.e. tee times for the week commencing 1 June would be released on Sunday 17 May 2020. There would then always be 3 weeks of tee times available for booking.</p>	

	<p><u>The tee booking system</u> had initially been disabled due to the demand and telephone bookings had to be taken, however the system had now been enabled and seemed to be running smoothly.</p> <p>There being no further business the meeting closed at 18:20.</p>	
1673	<p>FRIDAY 29 MAY 2020 – CLUBHOUSE LOUNGE Apologies D Spencer (shielding)</p>	
(a)	<p><u>Course Condition</u></p> <p>The course improvements suggestions from both the Captain's and Management Committees together with feedback from the Course Manager was circulated and tabled for discussion. The Course report for May was also circulated to Manco members.</p> <ul style="list-style-type: none"> - The general first impressions from the majority of the Committee members was that the course was in a good condition. - It was noted that the fairways were very dry, and in some cases turning to dust, 4th fairway left and right. Look at narrowing the fairway. - The 14th tee was very dusty, CM to look at sprinkler water distribution on the tee. - Right of 16th run off was burnt. - CM show look at hand watering the worst tees. - Fairways to be cut at maximum length, 18mm with the semi rough 1¾ ins as per BIGGA guidelines. - Course needs to be presented with more definition. - Disappointing that there were a large number of pitch marks that had not repaired, the course had only been used by members. <p><u>Tee Booking System</u></p> <ul style="list-style-type: none"> - <u>Week Commencing 1 June 2020</u> - new 4-ball format will be available. If a member had already made a booking on the same day that they were now joining a 3 or 4 ball, they must be reminded to delete their previous booking accordingly. - <u>Playing limits</u> - The restriction on the number of bookings (number of times a member is allowed to play) per week would be removed as from 1 June 2020. - <u>Competitions</u> - In order to allow all members to play the course on a more regular basis, competitions will not take place until further notice. The Management would review the situation on a regular basis. - <u>Bunkers</u> - will remain as "Ground Under Repair". - <u>Preferred Lies</u> – in accordance with R & A guidelines preferred lies will no longer be in operation, as from Monday 1 June 2020. <p>The club management does understand the members frustration with the temporary tee booking system which, when a significant number of members try to book at the same time drastically slows up the performance of the system.</p> <p>The tee booking system is a temporary measure instituted in accordance with the government guidelines and the Committee asked that members please bear with them during this uncertain period.</p>	

(c)	<p>The Pro Shop will also assist with any bookings.</p> <p>It is essential that golfers continue to strictly observe social distancing and safety regulations relating to the COVID-19 pandemic.</p> <p>All other guidelines pertaining to the playing of the game remain unchanged from those issued ahead golf's phase one return on 13 May.</p> <p><u>General</u></p> <ul style="list-style-type: none"> - Sport England had rejected the club's application for a grant. - The club would apply for an England Golf grant as soon as the criteria and application process opened. - Fore Business had requested, in terms of their agreement with the club, 4 tee bookings in the afternoon on Thursday 25 June 2020. The Committee would review the bookings and advise Fore Business as to booking times by 11 June 2020. <p>There being no further business the meeting closed at 19:15.</p>	
	<p>CHAIRMAN</p> <p>DATE</p>	