

KNIGHTON HEATH GOLF CLUB

Ladies & Junior Girls Section

Committee Meeting Held on: Tuesday 11th August 2020 at 4pm via Zoom

Present:

Cicely Welch	Lady Captain
Sandy Wright	Handicap Secretary
Sally Hawkridge	Secretary
Sharon Aldrich	Assistant Secretary
Linda Holden	Committee Member

The meeting started at 4.00pm. The club conference room was unavailable, so the meeting was held via Zoom.

1. Apologies for Absence

Received from Jackie Wilson and Debbie Knight.

2. Minutes of previous meeting

The minutes of the last meeting were agreed as a true record. To avoid further delay, a copy was signed by the Secretary on behalf of the Lady Captain.

3. Matters Arising

- (4a) Competitions started on Sunday 9th and Tuesday 11th August as it had proved difficult to start competitions on 26th/28th July 2020 as originally planned.

4. Reports

a) Lady Captain:

i) Management Committee and Captain's Committee

- The Coffee Morning can still go ahead, although numbers will be reduced due to Covid-19 restrictions. CDH numbers or contact details will be required from all visitors for Test and Trace purposes.
- Two extra dates have been agreed for Ladies Competitions in addition to the one Stableford and one Medal per month. They will be the Margaret Joyce 4BBB on Tuesday 13th October (ladies AGM day) and 5 clubs and a putter, which will be held on Sunday 27th and Tuesday 29th September.
- County South West Bowmaker cancelled at Tidworth.
- Draft Terms of Reference: See paragraph 5b below.

ii) Social

- 31st August 2020 – Bank Holiday 4BBB and BBQ
- 13th September 2020 – Sunday carvery.

iii) Junior

- Nothing to report

b. Secretary

Coffee Morning: we currently have 48 players (13 tee times) – emailing clubs had increased numbers to a good level. Covid-19 restrictions mean we will need to run things slightly differently e.g. no stalls, manage the flow of visitors through the clubhouse, no access to locker rooms. See also paragraph 5 below.

c. Treasurer

This role is currently vacant. The Lady Captain said that competitions will be dealt with by the pro-shop for the foreseeable future due to Covid-19 restrictions e.g. members cannot add their own score to a shared computer/keyboard. This would include managing handicaps and competition prize money. Sandy Wright said she was happy for them to undertake her handicap secretary duties given the current EG guidance. Reunert also offered to take care of section finances at no extra cost while the treasurer role remains vacant. The committee thanked both Reunert and the pro-shop for this additional help.

d. Handicap Secretary

- Nothing to report

5. Topics for Discussion

a) **Coffee Morning arrangements.** The Secretary raised the following points for discussion:

- i. She asked if there would be a ceiling of visitors due to Covid-19 restrictions - 48 players already felt close to the limit. The Lady Captain said she would check this with Reunert.
Action: Lady Captain
- ii. It was agreed that we would not ask the men's section for a starter. Subject to Reunert's approval, we would provide each tee time with an information sheet.
- iii. Committee members would help 'police' the clubhouse on visitor's arrival and while coffee and pastries were being served to ensure rules on social distancing are adhered to. Linda Holden offered to undertake this role.
- iv. The Secretary and Assistant Secretary will book visitors in, although the desk arrangements will need to be set up differently and flow of visitors arriving actively managed.
- v. The cost of coffee and pastries will remain at 2019 prices of £2.80 per head.
- vi. She will liaise with the pro-shop re numbers and tee time slots. If numbers are fixed at 48, additional tee times can be released to members. **Action: Secretary**

b) New Ladies and Junior Girls Section Committee Terms of Reference (ToR). The Lady Captain provided feedback from the Captain's Meeting and raised points requiring further discussion:

- i. ToR para 3.1: The Captain's Committee asked why we have a Handicap Secretary and suggested this role could be done by the pro-shop like the men and senior sections. The committee agreed this role could be removed but replaced by a Competition Secretary who would act as the liaison point with the pro-shop for all internal competitions.
- ii. ToR para 3.1: The Captain's Committee explained that there is no longer an Immediate Past Captain role on the men's or senior committee. The committee questioned this as they all believed that this role added continuity to the ladies committee, especially when several members change, and that past captain knowledge was often invaluable. The Lady Captain said she had challenged this point and provided justification for the role to remain. However, the Captain's Committee objective is still to have uniform Terms of Reference across all sections. Linda Holden said that at her previous clubs they didn't have an Immediate Past Captain committee role, however, the person still held a prominent position within the Ladies Section and consulted whenever necessary. It was agreed that, to maintain continuity, the Immediate Past Captain could be voted on to the committee as a Member or even co-opted if necessary. The committee were happy with this solution.
- iii. ToR para 4.2: The Captain's Committee were happy with the vice-captain selection process although did not feel it was necessary to seek approval from the Ladies Committee, so this element could be removed from the draft. However, all members have the right to nominate, so the selection process will also include that self-nominations from playing members, seconded by two members, will be added. The current Standing Orders and Rules (paragraph 7, final sentence) was discriminatory and potentially unlawful. The committee felt that opening up the election process to the incoming Captain's preferred candidate and other members was potentially divisive, but accepted that the process should be fair, open and transparent.
- iv. The Lady Captain said she would redraft the ToR ready for the next Captain's Committee meeting on 2nd September. The Secretary asked that it's agreed out of committee so that she can start the AGM process within the usual timeframe. Naturally these ToRs will make the AGM process slightly different.

Action: Lady Captain

6. Forthcoming Events

- Medal Sunday 23rd and Tuesday 25th August
- President's Day Sunday 29th August
- Captain's Day Saturday 5th September
- Stableford Sunday 6th and Tuesday 8th September

7. Correspondence

The Lady Captain received an email from Linda Pickford suggesting adding the option of a 9-hole competition to the 9th and 11th August Stableford, in light of the hot weather.

Unfortunately, she received/read the email too late to introduce this option before the 9th.

However, the committee agreed this was a good idea, regardless of hot weather, so the Lady Captain will ask the pro-shop to add a 9-hole competition alternative for all the medal and stableford competitions currently scheduled. They will be separate competitions with separate prize money.

Action: Lady Captain

8. AOB

- i. Linda Holden said there had been 4-ball groups immediately before today's Stableford competition. This held up several ladies who played in two-balls from 9am. The Lady Captain said she would raise this with Reunert and the pro-shop.

Action: Lady Captain

- ii. Sandy Wright said she thought that the course was being cut during today's Stableford competition. If so, this made Sunday's course conditions different to today's which shouldn't be the case when it's the same competition. The Lady Captain said she would check what had happened today with the green keeper. **Action: Lady Captain**
- iii. Sally Hawkrige reminded the Lady Captain that prizes would be needed at the AGM for the San Deb – this had been played before lockdown. Along with the Club Championship prizes – and now the Margaret Joyce 4BB just added to the schedule - they were the only prizes required this year.

MEETING CLOSED AT 5.40pm

DATE OF NEXT MEETING: 8th September 2020 at 3pm

Signed:Lady Captain

Date:.....