



KNIGHTON HEATH GOLF CLUB

**Minutes of the Management Committee Meeting held on Thursday 15 October 2020
17:45 in the Clubhouse.**

Directors Present	J Airth (JA-Chairman), B O'Hara (BOH-Vice-Chairman), A Groom (AG), A Parson (APA-Captain), K Harrington (KH), A Penny (AP), M Randall (MR), D Spencer (DS) & T Townsend (TT). C Hill (CH-Alternate Director & Vice-Captain) M Welch (MW-President) 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	
	None	
	WELCOME	
	JA welcomed all, especially the new Directors, and declared the meeting open. <u>The following portfolios were allocated by the Chairman:</u> Disciplinary Appeals – J Airth Vice-Chairman & Disciplinary Appeals – B O'Hara Chairman Course Sub-Committee – A Groom Disciplinary Appeals & Course Sub-Committee – M Randall Course Sub-Committee – K Harrington Finance – D Spencer Corporate & Marketing – T Townsend Capital Projects (Borehole & Irrigation system) – Course Sub-Committee.	
1715	MINUTES OF PREVIOUS MEETING	
	On a show of hands, the minutes of the meeting held 24 September 2020, were unanimously accepted as a true record and the Chairman was authorised sign them.	
1716	MATTERS ARISING	
(a)	<u>ProGame Agreement:</u> RB said that in discussion with ProGame the following was proposed as an addendum to the agreement: <ul style="list-style-type: none"> The 20 initial tee signs (19 holes & 1 Course info) included in the contract would end on 31 December, however the Committee agreed to an extension of 2 months for the time the course was open but the sponsors were not allowed to play. The contract for the 20 sponsors would therefore end on 28 February 2021. The 2 signs ordered by the club as additional (Welcome & Ball chute) would end on 19 Dec 2021. 	

	<p>JA proposed the acceptance of the addendum as tabled above; AG seconded.</p> <p>On a show of hands, the majority of the Directors present voted (for 8, against 0 with 1 abstention) in favour of the proposal. RB instructed to advise ProGame accordingly.</p>	RB
1717	CHAIRMAN	
	<p>(a) <u>Restructuring Staff</u> JA advised that a re-structuring of the front of house staff was in progress by RB.</p> <p>(b) <u>Directors Duties</u> A pamphlet of Directors' Duties and Responsibilities had been included in the packs.</p>	
1718	CLUB CAPTAIN	
	<p><i>Minutes of the Captains Committee meeting held on 7 October 2020 were tabled for discussion.</i></p> <p>APA said that he was looking forward to his year and congratulated CF on a successful term of office during a very difficult year. He said that his charity would be the golf club.</p>	
1719	FINANCE	
	<p>(a) The following documents were circulated to the Directors prior to the meeting:</p> <ul style="list-style-type: none"> • Management Accounts & Report to 30 September 2020. • Cash Flow projections to 30 June 2021. 	
1720	SUB-COMMITTEE REPORTS	
	<p>(a) Course</p> <p>A <u>Course report for October 2020</u> had been circulated for discussion:</p> <p><u>The following points were highlighted by AG:</u></p> <ul style="list-style-type: none"> • Maintenance week went well despite 100mm rain. • Tees had been overseeded, greens would be next. • Red posts marking the penalty areas work to re-instated. • Mats had been lifted and cleaned • Winter Course off the mats had not been measured, options were: <ul style="list-style-type: none"> ○ Casual golf off the mats and only qualifying competitions off the main tees also allowing late cards, or ○ No qualifying competitions during the winter, or ○ Measure the winter tees, additional winter scorecards and slope signage would then be required. ○ The Committee agreed that the above should be referred to the Captains Committee for a decision. • 3 bunkers were infrequently used, the recommendation was to fill-in and turf, right of 7th under the trees, back of the 10th (clearance of trees and hedges required) & front 14th (pebbles). • DS – would this affect the slope rating, RB to contact DCGU. • Cost of filling and turfing. RB to discuss with CM. 	CAPCO

	<p><u>Borehole & Tank</u> The following draft tender documents were tabled for approval:</p> <ul style="list-style-type: none"> • Outline Tender specification • Outline of bill of quantity & form of tender <p>Committee approved</p> <p><u>Course Improvement projects</u> AG said that in order to improve the course finance was needed. APA said that the members must see something happening, the club could not afford to stand still. BOH said that projects need to start before it got too wet.</p> <p>DS proposed that the following projects, on the priority list, be approved and undertaken as soon as possible, seconded APA:</p> <ul style="list-style-type: none"> • First tee and path • Drainage on the 10th hole • Purchase of additional seed <p>Directors unanimously approved.</p>	
(b)	Corporate & Marketing	
	Nothing to report	
(c)	Health & Safety	
	RB said that no incidents had occurred since the last report in September 2020.	
1721	MANAGER	
(a)	<p><u>Membership Analysis</u> as of 24 September 2020 was tabled for discussion:</p> <p>Playing members – 461 (2020 – 437) Full members – 310 (2020 – 295) 5 Day members – 94 (2020 – 90)</p>	
1722	CORRESPONDENCE	
(a)	<p><u>AGM – Any Other Business</u></p> <p><u>Mrs L Notley and Mrs Gill Tyler – 29 September 2020.</u> We would like to propose MR ALLAN HEBDITCH for Life Membership. He has always been very diligent with any maintenance that was needed. He is a past Captain and President of the club and also a past Captain & President of Dorset Captains. He has been a member of this club for 48 years".</p> <p><u>Response:</u> <u>General Manager:</u> In terms of Rule 12 of the Articles of Association, "The Management Committee and Captain's Committee will be jointly responsible for the recommendation of Life and Honorary Members". The above proposal will therefore be tabled for discussion at the first meeting of the new committees after the AGM on 15 October 2020.</p> <p>The Committee discussed the proposal at length. JA said that there were 2 options available to the Committee, to grant life membership or not to grant life membership. He proposed that the Directors vote accordingly, seconded BOH.</p> <p>The majority of the Directors voted against granting life membership.</p>	

	<p>The above would in terms of the Articles of Association also be referred to the Captains Committee for discussion and a decision.</p> <p>(b) <u>Terence & Marion Crofton - 6 October 2020</u></p> <p>The background music in the club is too loud on occasions and not always appropriate.</p> <p><u>Response:</u></p> <p><u>General Manager:</u> Any member can ask that the music be turned down at any time. I have also discussed the matter with the bar staff, they will keep the music to an appropriate level. The music is relayed from a TV radio station.</p> <p>The club has become a working men's club as opposed to a private members golf club, this is based on the raucousness on some occasions which is very loud, especially for those members in the restaurant/lounge area trying to enjoy their meal.</p> <p><u>Response:</u></p> <p><u>General Manager:</u> all members have the right to enjoy the clubhouse facilities.</p>	CAPCO
1723	ANY OTHER BUSINESS	
	None	
1724	<p>DATE OF NEXT MEETING: WEDNESDAY 18 NOVEMBER 2020 at 17:30</p> <p>There being no further business the meeting closed at 19:30.</p>	
	<p>CHAIRMAN</p> <p>DATED</p>	