KNIGHTON HEATH
GOLF CLUB

Abridged Minutes of the Management Committee (MANCO) Meeting held on Wednesday 23rd September 2026 at 16:30.

Present	T Townsend (TT – Chairman), C Hill (CH – Vice Chairman), G Tutton (GT – Captain), J Webster (JW), K Crain (KC), J Gee (JG) & D Burns (DB) K Eden (KE – General Manager)	
2361	**APOLOGIES**	
	S Howlett (SH – President)	
Attendance	**12 Meetings Held** **Attended** T Townsend 11 G Tutton (or alternative) 10 C Hill 11 D Burns 10 J Webster 12 K Crain 10 J Gee 11 S Howlett 11	
2362	**MATTERS ARISING FROM PREVIOUS MINUTES**	
	Not applicable	
2363	**APPROVAL OF PREVIOUS MINUTES**	
	On a show of hands, the minutes of the meetings held on the 19th August 2026 were unanimously accepted as a true record, and the chairperson was authorised to sign them.	
2364	**CHAIRMAN (TT)**	
	• TT reminded the Management Committee that the Trophy Presentation Evening would take place on 2 October 2026, followed by the Club's Annual General Meeting on 15 October 2026. • TT reported that no nominations had been received for Director positions or the Vice-Captaincy for the 2026/27 season. He highlighted the challenges this could present for the current Captain, GT, in the coming year, and noted that the Board was operating with six Directors, the minimum required under the Club's Articles of Association.	**TT**
2365	**FINANCE (JG)**	
	Management accounts & detailed report for the period to 30th June 2027 was included in all committee packs.	

	Overview Included: • Subscription and Other Income - £77,262 (Budget £81,720) • Bar & Catering Operations – Loss £1,722 (Budget Loss £2,937) • Other Expenses - £55,359 (Budget £68,896) • Trading Profit (before depreciation) - £20,181 (Budget Profit £9,887) • Less Depreciation - £9,616 (Budget £9,366) • PROFIT for the month - £10,565 (Budget Profit £521) *Financial Report:* • JG reported that the monthly financial figures were affected by the timing of invoices and accounting adjustments, including audit fees and BIGGA invoices. • JG emphasised the need to increase membership numbers to strengthen the Club's financial stability and support future projects. He noted that budgets would need to be reviewed against current membership subscription levels. • JG also suggested exploring opportunities to increase bar and catering income by attracting more visitors to the clubhouse and introducing promotions to encourage greater use of the facilities. • KC queried the increase in irrecoverable VAT. KE explained that this related to the membership renewal period, as membership subscriptions were exempt from VAT. • KC also queried the increase in administration expenses. KE advised that this was attributable to higher bank charges associated with membership renewal payments during July and August. The Board voted in favour of authorising JG to sign off the Club's financial accounts for the 2025/26 financial year with the auditors, for presentation to the membership.	**JG & KE** **JG & KE** **KE**
2366	**CAPTAIN (GT)**	
	• GT reported that competition participation remained low and advised that the 2027 competition calendar would be reviewed. He also expressed an interest in exploring alternative prize structures for future competitions.	**GT**
2367	**SUB-COMMITTEE REPORTS:**	
	a) Greens (CH): • CH reported that the August Greens Report had been circulated to the Board, providing an overview of the work undertaken by the greenkeeping team. • KE advised that the bunker project would commence on 5 October 2026, with the designated bunkers expected to remain out of play for approximately two weeks. KE would notify members of the works and the associated Ground Under Repair (GUR) areas.	**CH** **KE**

	• Work on the 1st tee, including the installation of sleepers and heather planting, was scheduled to commence in late October or early November 2026. *b) House Projects (DB):* • DB confirmed that a schedule of proposed works and associated costs would need to be prepared for the new Club Shop in the committee room and the Golf Simulator Room in the dining room area. DB would coordinate the costings and arrange the necessary meetings. *c) Communication (JW, KC & KE):* • KC confirmed that the Q&A system had been installed in the lobby and was available for members to use. Responses would be provided by the office or the Directors responsible for communications. *d) Marketing & Advertising (SH, KC, JW & KE):* • KE confirmed that he had signed a 12-month agreement with Intuitive Edge Marketing to support the Club's marketing activities, generate membership enquiries and increase visitor income. The Board endorsed the agreement.	**KE** **DB** **KC & JW** **KE**
2368	**MANAGER (KE):**	
	Membership Analysis: *Membership category Total* Full Playing 383 Five-Day 88 Junior 65 Social 69 Suspended 7 Life 5 Honorary 2 Other Categories 63 **Total Membership 682**	**KE**
2369	**CORRESPONDENCE**	
	• KE reported that members had received an anonymous letter requesting various information from the Club. Referring to the Q&A system noted in section 2367(c), KE expressed the hope that members would use this facility to raise future queries. • KE emphasised that any questions requiring a response from the Management Committee should be submitted directly to the office so that they could be brought to the Board for consideration at its meetings.	**KE**
2370	**ANY OTHER BUSINESS**	
	The next meeting has been scheduled for Wednesday 21st October 2026 at 17:30. There being no further business the meeting closed at 18:45	

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	CHAIRMAN	**DATED**	