

**MINUTES OF MANAGEMENT COMMITTEE MEETING HELD ON  
Monday 15th June 2020 by Video Conference**

**Present**

Captain	W Evans	Y
President	I W Sherlock	Y
Captain Elect	S P McGee	Y
Past Captain	S Hanmer	Y
Lady Captain	K Watson	Y
Honorary Treasurer	J Orchard	Y
Greens	G White	Y
Greens & Opens	M Wild	Y
Junior Development	L Butterworth	Y
Social	J Hall	Y
Competitions & Handicaps	A Lambert	Y
House & Clubhouse Development	D Shenton	Y
Bar & Clubhouse Development	D Howles	Y
Marketing	M D Barlow	Y
Health & Safety	D Lewis	Y
Hon Secretary	S Martin	Y

**Captain**

- Captain welcomed all to another video conference meeting and thanked those involved for an excellent Captain's Weekend – in the circumstances. A great team effort.

**Minutes of Meeting Monday 18th May 2020**

Proposed by Lee Butterworth and seconded by Jacob Hall as a true and correct record. To be signed by Captain as soon as practicable.

**Lady Captain**

- **Report circulated**
- Good article in Reporter Newspaper on Academy
- CV-19 playing arrangements working fine.
- Lack of toilet facilities has resulted in cancellation of Ladies Open 10/7/20
- LC remains in contact with vulnerable members

**Matters Arising from Minutes of Monday 18th May 2020**

- **Greens/H&S**
  - Mesh around pond as agreed with Insurance
- **House**
  - Awaiting quotes re Fixed Wire review – delayed due to crisis
  - Fire escape to be painted on completion of new balustrade
- **H&S**
  - Severe Weather Policy to be adapted, adopted and circulated to members

- To discuss fortification of external cellar door with House Secs

### **Secretary's Business Monday 15th June 2020**

Former Hon Sec Alan Jackson and former Treasurer Peter Sidebotham had passed away recently. They both served the Club with distinction. Condolences sent to the families.

Many thanks again to Captain for his generous hospitality on Captain's Weekend.

#### **Membership:**

	7 day	6 day	5 day	3 day	Country	PMG	Junior	Social	Total
<b>Men</b>									
Nov 2015	254	73	26	21	1	-	28	111	514
Nov 2016	254	74	26	59	1	-	76	103	593
Nov 2017	259	54	32	100	1	6	66	89	601
Nov 2018	298	29	21	115	1	31	69	79	643
Nov 2019	292	35	16	100	1	64	67	79	654
Jun 2020	261	35	52	78	2	104	54	77	663
<b>Women</b>									
Nov 2015		50	1			-	5	39	95
Nov 2016		48	1			-	5	42	96
Nov 2017		45	2			0	10	39	96
Nov 2018		52	3	1		0	12	34	102
Nov 2019		56	4	1		1	11	30	103
Jun 2020		49	5	0		0	8	31	93

- Nominal discount agreed by email vote to bring in three new 7-Day members together.
- The above figures include 32 men and 2 women aged 18-30.
- And 15 Ladies Academy Members
- **Trial membership** – Yellow Bags Tags with expiry date.
- **3-Day** – Red Bag Tags.
- **PlayMoreGolf** – Green Bag Tags.
- **Rule 4.4 Defaulters:** Money Claims in course for:
  - 3 defaulters and warning of legal action sent to another.
  - Court date set for one now postponed.

#### **Subscriptions**

- c£10K outstanding and being chased

#### **Reporter Newspaper**

- Article re Ladies Academy featured

#### **County BounceBack Webinar**

- A second webinar, this time on Membership Recruitment and retention, was attended by Captain, Hon Treasurer, Comp Sec, CV-19 leader and Hon Sec on 28/5/20.

- County Grant £325 obtained towards consultation with Jane Carter of GoPlayGolf at cost £650

### Contemporary Club Leadership Consultation – Kevin Fish

- Conclusions circulated with suggested priorities
- We need to get back on track with our County Liaison Officer re planning etc

### Albatross Digital Marketing

- Campaign updated via Marketing Team
- Still generating plenty of leads
- Time to review our **Membership Recruitment Strategy**
  - 18412 from 1/10/20?
  - 1 & 3 Month Trial Memberships from September?
  - Pro-rata for joiners from August?

### Societies & Parties

- **Societies** for financial years to:
 

Sept 2012	Sept 2013	Sept 2014	Sept 2015	Sept 2016	Sept 2017	Sept 2018	Sept 2019	Sept 2020
£14K	£17K	£15K	£17K	£14K+	£15.2K+	£14.1K+	£12K	CV19
- Last May projected Society income was £11K
- Ongoing contact with organisers to retain/postpone
- Agreed by email vote; NW Seniors Tour will go ahead on Monday 6/7/20

### Room Hires for financial years to:

- | Sept 2012 | Sept 2013 | Sept 2014 | Sept 2015 | Sept 2016 | Sept 2017 | Sept 2018 | Sept 2019 | Sept 2020 |
|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| 29        | 30        | 46        | 76        | 114       | 101       | 84        | 86        | CV19      |
- Ongoing contact with organisers to postpone
  - Some unavoidable cancellations
  - Kitchen & Clubhouse Closed from c.o.b. 17/3/20
  - Still can't invoice for Kitchen Rent

### Insurance

- Renewed and Premium £14.5K paid with assistance from Sport England Grant of £7,250
- Work in course on valuation of assets and risk improvement including the pond, CCTV in Function Room and upgrading burglar alarm
- Lockdown has impeded progress

### Water Leak

- WaterPlus+ issue ongoing

### GolfSafe

- DBS checks now completed.

### Complaints

- Standards on golf course – resolved
- Ladies/Etiquette – in course of resolution

- Comp booking opening time – resolved

### **Disciplinary**

- 

### **Staff**

- Two more Greens staff now back at work – four of five in total

### **Catering Review**

- CCL consultation has emphasised the need to improve our offering
- Review once we reopen

### **Handbook 2020**

- Now available for collection outside Pro Shop. Members circulated.

### **Captains Picnic**

- Postponed. Venue, coach co and attendees advised.

### **Fire Risk/Policy**

- Will review once we can re-open the clubhouse

### **Scorecards**

- 11K cards ordered. Sponsor having difficulty finding advertisers due to crisis.
- May have to pay for some if economy doesn't pick up soon.

### **Society Organisers Golf Day**

- Postponed to Thursday 17<sup>th</sup> September and almost fully subscribed

### **Fundraising**

- Idea from a member delegated to Opens Team

### **Open Entry Fees**

- Agreed at £15 for visitors and £7.50 for members

### **Treasurer's Report**

- **Report circulated**
- Pros and Cons of financial year end and possible changes to be debated at Finance Meeting 22/6/20
- Updated Cashflow Forecast circulated. Healthier than previous forecast.
- CBILS Application submitted to bank.
- The management accounts to May to be discussed at Finance Meeting

### **COVID-19 Sub-Committee**

#### **June Report**

- **Report Circulated**
- Financial position better than our 'worst case' forecast
- Return to comp golf progressing
- Practice facilities (Field and Chipping area) to be re-opened 12/6/20
- Toilets & Locker rooms - will remain closed at present

- Appropriate furloughed staff returned to work
- The return to 3 & 4 ball golf has led to more congregation around the pro shop and one-way system – reminder to be circulated

### **Marketing**

- **Report circulated re Green Fees**
  - Visitor fee increased to £35
  - Guest fee increased to £17.50
- Following consultation with CCL the new Planning Group will comprise Messrs; Shenton, Howles, Hall, White, McGee & Orchard

### **Junior Development**

- Nothing critical to report
- 16 played in Captain's weekend
- Coaching will hopefully be reinstated soon
- Sat & Sun tee times will be booked so as not to interfere with men's comps.

### **Social**

- Nothing critical to report

### **Health & Safety**

- **Report circulated**
- Most of the interesting H&S is with the Covid Team
- Still monitoring guidance and discussing almost daily
- Captains weekend catering went as per plan
- Incidents - none reported even though we have written to the membership about hitting balls into the garden of the bungalow behind 7. May erect a sign
- Hole ball lifter didn't work as planned. Looking for alternative suppliers

### **House & Bar**

- Darren Howles will take responsibility for both House and Bar for the rest of the year
- Covid-19 compliant
- Awaiting quotes re Fixed Wire review.
- Fire Escape will be painted ahead of reopening
- The area under the balcony will be refreshed

### **Greens**

- **Report circulated**
- Some concern re patches of fungus coming through on the greens which will be closely monitored.
- Fairway mower has gone down - in dialogue with supplier to check warranty etc and loan of replacement.
- Captain will write to Greens Team to congratulate them on course condition

**Competitions**

- **Report circulated**
- Agreed by majority vote to open Saturday comp booking on Monday, 12 days in advance, at 9pm from comp on 16/7/20
- Agreed by majority vote to play singles comps in 4Balls to generate more tee times to satisfy demand
- Calendar updated following resumption of competitive golf from 30/5/20
- Knock-Out comps rescheduled after some work on foursomes
- Some admin issues with one scorecard per group
- 1<sup>st</sup> round of Captain's Prize completed

**Opens**

- **No Report**
- Matt Nixon Open progressing well
- Opens Team will liaise with a member re his fundraising idea
- ClubTalks Charity Golf Day postponed to Friday 25/9/20

**Suggestion Book**

- Nothing – clubhouse closed.

**Next Meetings**

- **Full Committee: Monday 20<sup>th</sup> July 2020 at 7.30pm**

Captain \_\_\_\_\_ Date \_\_\_\_\_

Proposed by: .....

Seconded by: .....