

MEON VALLEY BOWLING CLUB

Management Committee meeting to be held on Wednesday 31st January 2018 at 7pm
at the Howard Pavilion, Priory Park, Bishop's Waltham

AGENDA

- 1 Welcome and Apologies
- 2 Minutes of Previous Meeting
- 3 Matters Arising
- 4 Correspondence
- 5 Sub-committee Reports
 - 5.1 Finance - JD

For the accounts to 18th January.

Note a copy of the full financial account should be available before the meeting.

In comparison to the previous financial year, income is slightly down being £32k as opposed to £36k, however this is in the main due to a reduction in membership fees received as members renewed before the end of the financial year.

There has been a noticeable reduction in the purchase of tokens (£1,075 against £1,915) and cash payments for indoor bowling have not increased to match, as follows:

For the indoor season to 17th January:

379 tokens have been used (for all occasions) of which 282 were used for roll-ups. Last year the use at this stage was 601 used, 457 for roll ups. Total roll-up attendance to Jan 17th is 1479 against 1643 in 2016/17, a drop of around 10% Expenditure to date at £41.5k matches the previous year (a slight reduction of £400) however we will not be spending money on a new roof so the prospects for our end of year balance are excellent.

Cashflow can be interesting, in that there is a limit of £200 in coins that can be paid in at a time, and recently there has been more than that amassed in the collection period. Something else to manage, but maybe just banking more often!.

5.2 House - KW

1. SINCE TAKING OVER THE MANAGER'S ROLE, I HAVE HAD VARIOUS COMMENTS REGARDING THE CLEANING IN THE BUILDING. AS YOU ARE AWARE I HAVE HAD A MEETING WITH THE CLEANERS, AS A RESULT I HAVE DRAFTED A NEW PROPOSAL, WHICH I WILL TALK TO THEM ABOUT, AND WILL ALSO GET A SECOND QUOTE FOR COMPARISON PURPOSES.
2. THERE IS A WAITING LIST FOR LOCKERS, WHICH NEEDS TO BE ADDRESSED, THERE ARE SOME OLD LOCKERS IN THE LADIES CHANGING ROOMS WHICH NEED TO BE UPDATED, AND REPLACED WITH ONES MATCHING THE OTHERS.
3. NEED TO GET ANOTHER SET PUT IN GENTS CHANGING ROOMS.
4. ONE OF THE VERANDA SUPPORTS HAS ROTTED AT THE BASE, I AM WAITING FOR A QUOTE FOR REPLACEMENT.
5. ALSO THE CLADDING HAS STARTED TO COME OFF THE END OF THE BUILDING, AND THE WINDOW SURROUND NEEDS REPAIR. HAVE ALSO ASKED FOR A SEPARATE QUOTE FOR REMEDIAL REPAIRS.
6. THE OVEN IN THE KITCHEN REQUIRES CLEANING ALONG WITH BOTH MICROWAVES. THERE IS A NEED TO CLEAN THINGS AFTER USE. I HAVE A QUOTE OF £110.00.
7. THERE DOES SEEM AN ATTITUDE IN THE CLUB THAT SOMEONE ELSE WILL DO IT.

8. **THE SPARE LOCKER KEY HAS BEEN MOVED BACK TO THE MAIN KEY CUPBOARD AFTER A COMPLAINT FROM A MEMBER. THE KEY CABINET WILL BE LOCKED AT ALL TIMES. ONLY THE COMMITTEE WILL HAVE ACCESS TO THE KEYBOX. IT IS DOWN TO THE MEMBERS TO ENSURE THEY HAVE THEIR KEYS. ALL LOCKERS SHOULD BE LOCKED AS THE CLUB SHOULD NOT TAKE ANY LIABILITY FOR LOSS OF ITEMS IF THEY ARE NOT.**
9. **KEY CUPBOARD LOCK HAS BEEN REPLACED AND THE KEY IS HUNG BEHIND OFFICE DOOR. THIS IS ONLY ACCESSIBLE TO THE COMMITTEE.**
10. **I WANT TO DE-CLUTTER SHEDS, IF ANYONE HAS A FEW MOMENTS I WOULD BE GRATEFUL FOR HELP.**
- 11 **THE TILES AT THE END OF THE MATS HAVE COME OFF THE FLOOR AND REQUIRE ATTENTION**

5.3 Green - PF

The edge of the far-side of the green has now been levelled, and the work was completed today.

On Tuesday, I held a meeting of the "green" staff to discuss the future of the maintenance of the green. I had a discussion with Keith and Steve (of SLS) two weeks ago. In my pigeon-hole, I found a leaflet from a firm from Salisbury called LAWNtech, who do bowling green care and maintenance. I asked Keith and Steve what they could offer us in the future in addition to what they already do. Steve said he was quite happy to come down once a week if necessary as he only came from Aldershot, about 40 minutes away. I passed this information on to the green staff. We would continue to cut 3 times a week. After views were expressed, it was agreed that we would carry on as we are, but that if it was necessary in an emergency, Steve would be contacted and he has agreed to this. It was suggested that LAWNtech be contacted to organise a visit for a free analysis to see what they could offer.

In my view, Steve has now become "familiar" with the workings of the green and he would be the obvious choice to do any extra work.

I have penned this report to keep the Management Committee informed of the situation so that at the moment, maintenance of the green for the future has been taken care of.

Peter, Green Manager

5.4 Bar – AB

The bar has had a successful year, we have made changes to the beer stocks and this seems to please most and we are going to stock gluten free bitter for next season. Thanks again to all those who have given up their time to make the bar run smoothly.

5.5 Social and Fundraising - MB

Nothing to report at this meeting

5.7 Membership – RA

Nothing to report at this meeting

5.8 Indoor Match Secretary - DA

We have been getting good results from our Friendly matches. We have been winning away on the Short Mat games quite often which shows our regular players have adapted well to a slightly different game. All we need now is for more members to sign up for these away matches and reduce the load on our reliable regular players.

Two matches have been played against Fair Oak in the Harris Trophy. We have won both and have a healthy 7-1 points lead.

Following agreement by the Management Committee to move the Roll Up Booking Sheets to a different location, this has been undertaken for a trial period.

The corner desk location made it very difficult due to the volume of people trying to undertake other tasks as well. There is a lack of other practical positions to site the folder so you will have seen where it is now. It's been temporarily placed here for the trial period before being made a permanent fixture. A writing slope and possibly a light will be fitted shortly to aid members using the sheets. I have not received any complaints to date

5.9 Outdoor Match Secretary - KB

Nothing to report at this meeting

5.10 Men's Match Secretary - PF

Nothing to report at this meeting.

5.11 Ladies' Match Secretary - CB

The ladies have decided to go for it and have three teams next summer, 1 rinks and 2 triples. We might be tight on numbers at times but hopefully we will be able to field the three teams successfully so giving the chance for the maximum number of ladies to play competitive bowls.

6 . Clubmark - GC

7. The cleaning contract - KW

8. The future of the newsletter - GC

9. Changes to data protection regulations - JM

10. Indoor Competitions – BB

11. Chris Robinson's Hockey Team - GC

12.Publicity sub-committee proposals:

The publicity sub-committee would like to receive the Management Committee's approval of the following proposals for 2018:

- 1) That the production of the Club's Newsletter be discontinued.

2. That all sections use the “Round Robin” e - mail system as described below to communicate their section’s activities. The use of a “Round Robin” via e-mail has proven to be an effective way of communicating to members:

Where a section Secretary wishes to notify members of results or forthcoming events relating to their section, that they send a suitably worded e-mail message to John Gray (who with assistance from Russell maintains a full e-mail directory of all members). John will then circulate the required message to all those who have informed us of their e-mail address. On receipt of the message Jean Riche Webber will place the message on the relative Section’s page or on the website notice board under the tab “Members Only” whichever is appropriate. Dependent on the importance of the content of the message we suggest that the Section Secretaries place a printed copy on their section of the Club Notice Board in the Club house. We would be happy to provide a template that secretaries could use each time they wish a message to go out to our members.

By employing this system members will receive communications from the Management Committee when it is relevant. We do, however, appreciate that it will still be necessary for members to visit the club to sign up for events, but at least the majority of our members will be aware that the sign up sheets have been displayed. This system could also be used to inform members of funeral arrangements when a member of the club dies as recently a number of members were not aware that Doreen Stone had died.

3). That usage of the website (on the basis that we keep it up to date) is promoted to members at regular intervals.

13. Date and time of next meeting