

## MINUTES OF MANAGEMENT COMMITTEE MEETING

Held in the Arthur Howard Pavilion

On Wednesday 4<sup>th</sup> July 2018 at 6.30pm

Present:	Graham Curtis (GC)	President
	Sally Hurst (SH)	Vice President
	Judith Moss (JM)	Secretary
	John Dancy (JD)	Treasurer
	Marian Bailey (MB)	Past President/Social Secretary
	Pete Fry (PF)	Greenkeeper/Men's Fixture Secretary
	Chris Brett (CB)	Ladies' Fixture Secretary
	Keith Boys (KB)	Outdoor Fixture Secretary
	Keith Waller (KW)	House Manager
	Russell Algar (RA)	Membership Secretary
	Adie Booth (AB)	Bar Manager
	David Andrews (DA)	former Indoor Fixture Secretary
	Bill Bailey (BB)	Ordinary Member

**1. Welcome:** GC welcomed all to the meeting.

**. Apologies:** Brian Armstrong

**2. Minutes of previous meeting:** The minutes of the previous meeting, dated Monday 14<sup>th</sup> May 2018, were approved.

### **4. Matters Arising:**

**Item 13:** It was confirmed that the names of Chris Brett and Bill Bailey would be added to the Club Honours board in due course regarding their S&D Presidencies

### **4. Correspondence:**

a. Chris Robinson has provided the Club with an updated certificate for Safeguarding and Protecting Children.

b. Chris Robinson has also requested that the Club look into the purchase of a "bowling arm" for members who find grip or bending a problem. GC confirmed that one of these was already available from the coaching cupboard.

c. A letter had been received from the charity London Hearts enquiring about the Club's defibrillator and whether this could be made available to the general public. The answer was no.

The committee was informed that a new member is a qualified First Responder

d. John Gray had submitted a Coaching Report which had been circulated to all committee members, outlining the success of this year's Open Day and beginners' coaching. John also referred to a recent situation where because of a variety of matches only one rink had been available for the regular roll-up. It had been suggested that more rinks be set aside for roll-ups. ( This item appears later on the agenda) However, it was agreed this was a rare occurrence and no change planned.

It was agreed that a book should be made available for members to sign when attending a roll-up, for security purposes and to gauge numbers attending. MB will arrange this.

## **5.. Sub-committee reports**

### **5.1 Finance (JD):**

Copies of the accounts had been circulated to committee members in advance of the meeting. JD referred to the Club having been overcharged for a sewage bill, but this had been sorted.

### **5.2 House (KW):**

A report was attached to the agenda. Various jobs had been completed: hand driers fitted, alarm and heater fitted in disabled toilet, pipes boxed in same, gutters cleaned, fire extinguisher fitted outside machinery shed, removal of light above Pavilion entrance. Richard Ashton-Poole was thanked for his help with some of these jobs.

There was some discussion on the possibility of creating storage space within the ladies' changing room.

KW outlined his plan for making parts of the flooring safer, especially at the changing rooms end. This would probably necessitate the closing of the changing rooms for at least one day. A quotation from "Just Floors Ltd" of Romsey was agreed to be the most acceptable.

KW had also obtained three quotations for replacing the fence behind the Pavilion. It was agreed to go ahead with installing a V Guard mesh fence, and Fernden Construction will be engaged to do this. Various club members will help to prepare the ground.

KW was thanked for the hard work he has put in to his role as House Manager.

### **5.3 Green (PF)**

A report had been circulated before the meeting. The direction of play was clarified: league, county and matches against other clubs go across the green; roll-ups, other afternoon matches go up/down. If in doubt those responsible should check with PF.

PF and GC will discuss a new direction sign to be placed in a more prominent position.

The sprinklers will be checked by John Whelan. If the pump is found to be faulty a replacement will be needed at approx. £1,000. This was accepted.

BB enquired about the roller, which can only be used by Phil Walker at present. BB will investigate a replacement.

The match and meal with Arundel Bowling Club had gone smoothly in spite of a perceived shortage of helpers during the afternoon. It was generally accepted that two matches on one day is not desirable but occasionally unavoidable

### **5.4 Bar (AB)**

Nothing further to report.

### **5.5 Social and Fundraising (MB)**

The last social event (Race Night) had been cancelled due to lack of support. There was some discussion on why support was down in spite of membership rising. MB had had little response to asking members what they wanted. There was a suggestion that perhaps there should be more events in winter and less in summer. KB felt there was a need to encourage new bowlers to support these events. There followed some discussion about the Buddy programme, and it was generally agreed that one established member holding a session about club procedures would be more straightforward and encourage more members to befriend new members..

### **5.6 Membership (RA)**

25 new members had been enrolled and approximately 20 members have left the Club. A new membership list has been put on the usual board. RA will circulate the new list to all committee members.

RA announced his intention of standing down at the end of the year, providing a successor could be found.

### **5.7 Indoor Fixture Secretary (BA)**

There was nothing to report.

### **5.8 Outdoor Match Secretary (KB)**

There was nothing to report

### **5.9 Men's Match Secretary (PF)**

A report had been circulated before the meeting. There was no further discussion.

### **5.10 Ladies' Match Secretary (CB)**

A report had been circulated before the meeting. There was no further discussion.

### **5.11 Publicity Sub-committee**

There was nothing to report.

## **6. GDPR**

Three documents had been circulated before the meeting (Letter to members re. GDPR/amended membership application form/ MVBC GDPR policy document). These were discussed and minor amendments made. The Policy document will go on the website. The question about membership of previous Bowling Clubs will remain on the application form. In future an annual renewal form will be available when subs are due requesting consent to hold data.

The members' information list held in the Pavilion will not in future contain postal addresses.

## **7. Dress Code MB**

It was felt that a few members were slack about adhering closely to the dress code of greys or whites. The current dress code document in the club rules is out of date. GC will update and ask John Gray to circulate to members.

## **8. Annual Dinner GC**

Graham asked for information about catering. MB will contact previous caterers to ask for a quotation.

## **9. Use of green for matches and roll-ups JM**

This item was dealt with under Item 4 (Correspondence).

## **10. Security and locking of doors KW**

KW has been called out three times at night by the police, as the gate has been left open. Members need to be reminded about locking up.

The security cameras may need adjusting but this has to be done by a professional.

KW will change the code for the office door as this seems to be accessible by several non-entitled members.

### **11. Coaching woods GC**

This item was deferred until the next meeting.

### **12 Any Other Business.**

- a. Rain/sun shelters** BB circulated copies of a quotation from Equestrian Fencing for rain shelters. This was lower than previous quotations BUT The price is for self assembly. BB will enquire as to the price for them to come already assembled.
- b. Lease of new land** GC read out a letter from the County Council received a few days earlier by Rick Carpenter. Essentially this letter lifted the restrictions on the security of the current lease. This opens up the possibility of raising the matter of leasing more land again. It was agreed that this should be done. GC and BB will seek to meet with the Parish Council to discuss further.
- c. Windsor Trip** It was agreed that a meeting about arrangements for this visit was not necessary. An email would suffice.
- d. Spotlight by Pavilion entrance.** KW was asked to investigate as the light trips out.

### **Date and Venue of next meeting**

Wednesday 29<sup>th</sup> August at 6.30 pm in the Pavilion