

MINUTES OF MANAGEMENT COMMITTEE MEETING

Held in the Arthur Howard Pavilion on Tuesday 20th November 2018

<p>PRESENT:</p> <p>Graham Curtis (GC) President Sally Hurst (SH) Vice President Judith Moss (JM) Secretary Marian Bailey (MC) Past president/Social Secretary Peter Fry (PF) Greenkeeper/Men's Fixtures Secretary Chris Brett (CB) Ladies' Fixtures Secretary Keith Boys (KB) Outdoor Fixtures secretary Tony Cailles (TC) Indoor Fixtures Secretary Bill Bailey (BB) Ordinary Member David Andrews (DA) Former Indoor Fixtures Secretary Keith Waller (KW) House manager Adie Booth (AB) Bar manager</p> <p>Rick Carpenter and Norman Chatfield attended for item 2.</p>	
	ACTION
<p>1. Welcome and Apologies GC welcomed all to the meeting. Apologies Apologies had been received from John Dancy</p>	
<p>2. MVBC Lease</p> <p>GC began by explaining why Rick and Norman had been invited to attend the meeting: a proposed meeting between the Cricket Club and the Trustees to discuss common issues regarding the leases held by the respective clubs had been postponed due to anxieties expressed by some members of the Management Committee. Therefore it was felt that an opportunity to inform the committee of the current situation regarding the lease was desirable.</p> <p>AB pointed out that trustees were able to attend any MC meeting without being invited although they had no vote.</p> <p>RC began by clarifying the responsibilities of the Trustees, which are to support the Management Committee and carry out instructions, not instigate any actions. Many meetings have been held to ensure the security of the existing lease and not put it at risk. There has been a problem getting clarification over BW Council's assertion that taking out a supplementary lease might put the existing lease at risk. It had subsequently been learned that the Cricket Club had similar difficulties. The aim of meeting with the Cricket Club would be to get a clear understanding of the situation and then present findings to the Management Committee.</p> <p>The Parish Council is actively seeking ways to terminate the current MVBC lease but it can be renewed repeatedly as the Club has security of tenure. Rick stressed that it is very important to comply with the Covenant eg ensuring that visitors sign in.</p> <p>MB thanked Rick for the explanation. It was pointed out that there had been no news about the lease at committee meetings since May. GC had emailed the committee in early September to inform them that the proposed meeting with the Parish Council in September had been postponed. It was agreed that such emails should be noted in committee minutes in future. It was Rick's view that the meeting was postponed by the Parish Council in the hope that their solicitor could find loopholes in the Club's lease.</p> <p>Norman commented that both Committee and Trustees should learn from this and communicate more in future. Rick will inform JM of any updates when they occur, for distribution to the Management Committee.</p> <p>KW felt that the Committee should have faith in the Trustees and allow them to carry out their role. A vote was taken on whether the meeting with the Cricket Club should go ahead. The majority were in favour.</p> <p>The subject of the Lease will now be a regular agenda item.</p>	<p style="text-align: center;">JM</p> <p style="text-align: center;">Rick Carpenter</p>

	JM
<p>3. Minutes of the Previous Meeting</p> <p>JM apologised to the Committee for the inaccurate minuting of item 4d. This should have read as follows:</p> <p><i>“ The question of how much we pay the webmaster was raised. GC will endeavour to find this out. It was agreed that if Chris Robinson could take on this roll without any cost to the club she should work as webmaster with the existing Publicity Sub-Committee. This would bring expertise which would benefit the Club”.</i></p> <p>It was mentioned by SH that there had been no meetings with John Gray or the Publicity Sub-committee to discuss their progress over the previous year, which was unfortunate. John had now welcomed both Chris Robinson and SH to the sub-committee meeting on 6th December.</p>	SH
<p>4. Matters Arising</p> <p>There were no matters arising.</p>	
<p>5. Correspondence</p> <p>a. A member had approached JM to ask about the Club holding another course in using the defibrillator. JM has contacted Heartstart who offer such courses free of charge. JM will put up a notice to gauge interest. It was noted that a club member, Peter Duckmanton, is a First Responder, which might be helpful.</p> <p>b. Chris Batty had written to the Parish Council to enquire as to why the streetlighting in Priory Park car park is not functioning properly. BB informed the meeting that the Council say this is an electrical fault and that it is being addressed.</p>	JM
<p>6. Sub-committee reports</p> <p>6.1 Finance</p> <p>JD had reported that the Club stood approx. £2.500 ahead of this point last year, although the repairs to the benches still need to be paid.</p>	
<p>6.2 House</p> <p>a. Cladding: Whilst removing facia at end of building for replacement, it was discovered that the boards under the plastic cladding have rotted away. GC and KW had agreed that a temporary repair should be made before replacing the facia. With cladding wooden buildings, no one knows what is happening underneath. In the long term the cladding will have to be removed for further investigation and repairs carried out where necessary.</p> <p>b. Water cooler : The cooler had been sent for repair. It was found that the thermostat had been tampered with. On another occasion the water had been turned off. KW is concerned about members tampering with the machine.</p>	
<p>6.3 Green</p> <p>There was nothing to report.</p>	
<p>6.4 Bar</p> <p>There was nothing to report</p>	
<p>6.5 Social and Fundraising</p> <p>MB reported that the social committee had held their final meeting under this Presidency. A total of £2,200 had been raised this year so far.</p> <p>There is a need to encourage different members to stay behind help to clear up after events. This will be addressed.</p>	Social committee
<p>6.6 Indoor Match Secretary</p> <p>TC reported that members are signing up for these matches, but several matches have been cancelled due to opposition clubs being unable to field teams.</p>	

<p>6.7 Outdoor Match Secretary KB has circulated the match fixtures list for 2019.</p>	
<p>6.8 Men's Match Secretary There was nothing to report.</p>	
<p>6.9 Ladies' Match Secretary There was nothing to report</p>	
<p>7. Revision of Rules for Indoor Competitions Heathcliffe Moss had forwarded a draft document with his progress so far with revising the rules. This task is ongoing. Committee members were invited to make observations directly to Heathcliffe.</p>	
<p>8. AGM Arrangements Procedures for the forthcoming AGM on 21st November were clarified. The proposal to be put forward at the AGM concerning an executive Committee was discussed and it was stressed that this would operate only in emergencies.</p> <p>This led on to a discussion of David Andrews' thoughts on committee structure which had been circulated in an email and are set out below: <i>As the next meeting will be my last, for the time being, my view has always been that the Management Committee is too large. I agree with Sally below but would go further by having the Executive Committee positions as written below, becoming the Management Committee. Two sub-committees then formed as follows.</i></p> <p><i>Playing Bowls Sub Committee consisting of :- Men's Secretary, Ladies Secretary, Indoor Secretary, Outdoor Secretary, Green keeper, S&D representatives, etc.</i></p> <p><i>Social and Communications Sub Committee consisting of :- Social Secretary, Bar Manager, Communications Secretary, House Manager, Membership Secretary, etc.</i></p> <p><i>Both sub committees would report to the Management Committee and attend Management Committee meetings as and when required.</i></p> <p>The subject of Committee Structure will be a regular agenda item in future. DA was formally thanked for his contributions to the running of the Club during his term on the Management Committee.</p>	<p>JM</p>
<p>9 Pavilion and Outdoor Maintenance KW sought clarification about the team that had been formed to carry out outdoor maintenance work. This appears to be spasmodic. GC suggested that more paid help should be brought in. It was agreed that the Club needed a Forward Plan to itemise priorities and improvements that should be addressed over the next few years, both indoors, outdoors and for the green. Reference was made to a Project List maintained by JD which could provide a starting point.. The Forward Plan will become a regular agenda item. It was agreed that the marks on the carpets should be left alone as they do not impede use. Security continues to be an issue. A priority is to get the CCTV fixed. KW requested purchase of 6 sets of lockers at £104 each to replace damaged green ones and increase provision. A vote was taken and carried.</p>	<p>JD JM KW</p>

<p>10 <u>Lighting in the Car Park</u> This item had been dealt with under Correspondence.</p>	
<p>11 <u>Any Other Business</u></p> <ul style="list-style-type: none"> a. MB – there is a need for a new fridge-freezer in the kitchen. b. BB – would like to talk about club sponsors at the AGM. This was agreed. c. AB – pointed out that in spite of wishing to encourage “new blood” onto the Committee, very few people seemed to come forward. He stressed the importance of every member on the committee being entitled to voice his/her opinions freely on any issue under discussion. 	BB
<p>Post meeting note: the next Management Committee Meeting will be at 6.30pm on Tuesday 11th December in the Arthur Howard Pavilion</p>	