

MINUTES OF MANAGEMENT COMMITTEE MEETING

Held in the Arthur Howard Pavilion on Wednesday 17th July 2019

<p>PRESENT:</p> <p>Sally Hurst (SH) President John Dancy (JD) Treasurer Judith Moss (JM) Secretary Keith Waller (KW) Pavilion Manager/Junior Vice President Bill Bailey (BB) Vice President Marian Bailey (MB) Social Secretary Keith Boys (KB) Outdoor Fixtures Secretary Adie Booth (AB) Bar Manager Dave Reynolds (DR) Ordinary member, Health and Safety Representative Chris Brett (CB) Ladies' Match Secretary Peter Fry (PF) Green, Men's Match Secretary Tony Cailles (TC) Indoor Match Secretary</p>	
	ACTION
<p>1. Welcome and Apologies SH welcomed all to the meeting.</p> <p>Apologies Apologies had been received from Graham Curtis</p>	
<p>2. Minutes of Previous Meeting</p> <p>a. Tony Cailles' name had been omitted from the list of members present. The Secretary apologised.</p> <p>b. Item 7: The final paragraph was amended to read: <i>All agreed that it was crucial for Trustees and the MC, notwithstanding their separate roles, to continue to work together for the good of the Club, in particular with regard to negotiations over the Lease, and to ensure all affected are included in any communications circulated.</i> It was requested that the Trustees' job description which is displayed on the website should be removed until approval at the AGM.</p>	
<p>3. Matters Arising</p> <p>Item 8: KW questioned why there had been no vote on this item, and requested that it be revisited at the next committee meeting.</p> <p>Item 4d: The Secretary informed the meeting that two sessions on the use of the defibrillator had been arranged, to be run by Paul Pritchard. The dates of Monday 9th September pm and Tuesday 10th September am were approved by the Committee. JM will circulate to members.</p>	JM
<p>4. Correspondence</p> <p>a. A letter had been received from Bowls Hampshire with information about a Centenary Dinner on Saturday 24th October 2020. JM had replied requesting that MVBC be issued with invitations.</p> <p>b. The Secretary had been copied in to an email conversation between Ted Quincey and Chris Robinson over arrangements for the Smith Plate competition. This indicated some concern over competition organisation this year, which was shared by JM. It was agreed that this item would be added to the agenda for the next meeting.</p> <p>c. An email had been received from BWPC thanking the Club, in particular Bill Bailey and Dave Reynolds, for their help over the Council's Community Party in the Park event.</p> <p>d. A letter of thanks for the Club's donation in memory of Eddie Rowe had been received from Countess Mountbatten Hospice Charity.</p> <p>e. The Secretary had made enquiries about the Club's small grant application to Ford Britain</p>	

Trust in January 2019, but had not been able to glean any information.	
<p>5.SUB COMMITTEE REPORTS</p> <p>5.1 Finance (JD) The Treasurer's report had been circulated previously.</p> <p>The roof repairs had cost £4,400. The cost of the new roller will be £7,500 approx.</p>	
<p>5.2 Pavilion (KW) A report had been attached to the agenda</p> <p>The work on the pavilion has been completed and it now needs painting. KW observed that the building of the new store cupboard was taking a while, due to the builder's domestic circumstances.</p> <p>The water cooler has been checked and serviced. The gutters have been cleaned. A request would be made to the PC to pollard the walnut tree outside the Club.</p>	BB
<p>5.3 Green (PF)</p> <p>There was little to report except for a small patch of "dollar spot" on the green.</p>	
<p>5.4 Bar (AB) A report had been attached to the agenda. There was nothing further to discuss.</p>	
<p>5.5 Social Secretary (MB) The next event will be the Fun Bowls Day. Last year 70+ attended, and it was hoped that a similar number would come this year.</p>	
<p>5.6 Indoor Match Secretary (TC) There was nothing to report.</p>	
<p>5.7 Outdoor Match Secretary (KB) It was confirmed that the President would be present at the match against Hedge End on 31st July, as a special tea would be provided.</p> <p>Matches against Lockwood, Fair Oak and Solent had been cancelled.</p>	
<p>5.8 Men's Match Secretary (PF) MVBC is now top of the Comb 4 league. Comb 1 had a win the previous evening. PF informed the meeting that Bob Kirton (a former County President) had died.</p>	
<p>5.9 Ladies Match Secretary (CB) A report had been attached to the agenda. In addition, CB reported that the S&DWBA had requested to hold a friendly match at MVBC next year.. The proposed date is MONDAY 17th AUGUST 2020 (<i>note change of date since meeting</i>) CB will take a bottle of wine as a raffle prize to the S&D President's Charity Match on Saturday.</p> <p>Post meeting update to County Competitions: 2 wood singles: Janet Felgate reached the area final; 4 wood singles: Chris Brett reached the area final; Pairs: Chris Brett and Marian Bailey reached the area final; Over 55 Pairs: Chris Robinson and Janet Felgate are area champions and have gone through to the County last 4s later in August;</p>	CB

<p><i>Fours: Janet Felgate, Chris Batty, Chris Robinson and Sally Hurst reached the County last 8s; Janet Felgate and Chris Robinson are both eligible for their county badge.</i></p>	
<p>5.10 Membership Secretary Report The Membership Secretary's report had been circulated previously. Numbers reflect the usual totals for this time of year. There was no further discussion.</p> <p>JD is able to give male/female figures if requested.</p>	
<p>6. The September Cup PF PF informed the meeting that he had received a notification from Atherley BC informing him that they did not have sufficient members willing to compete in the usual format of this competition.</p> <p>Various options were discussed on how to adapt the competition. The favoured option was that all other teams should play just 4 rinks against Atherley, but the usual 6 against all other clubs involved. This was voted on and agreed. PF will inform Atherley.</p>	<p>PF</p>
<p>7, Committee Issues KW KW wished to air some grievances concerning his position on the Committee. He felt that pressure was being put on him to become more involved in bowls events in his capacity as Junior Vice and subsequently Vice President, and he did not wish to do so. KW felt there should be more "training" provided for JVP and VP on what would be involved in their year as President. As he had been told that another member had been approached to take on the role of Junior Vice President, he informed the meeting that he had decided to step down with immediate effect. He referred to a comment from another committee member about his approach to his role that he felt had been inappropriate.</p> <p>KW observed that he had picked up a lot of overdue maintenance work following on from GC's time as President, and felt this reflected the fact that the two roles of pavilion manager and President were simply too much for one person.</p> <p>KW felt that currently office space was being misused without his agreement or knowledge. He had been asked to form a committee to work on building issues and wanted to do this without interference. He asked the meeting to decide if they wished him to continue with these jobs or not.</p> <p>CB and AB had put raffle prizes in the cupboards as it had seemed sensible to them at the time. MB stated that legislation had required KW to bring matters up to date, which was what the Committee had required. This was supported by the committee members.</p> <p>KW has drafted a planning committee, but felt he needed more input of ideas from the MC before meeting with them.</p> <p>There was general agreement that lack of space was an issue and some discussion on how more space could be gained, especially in the kitchen. The number of windows is a problem. The suggestion of getting paid advice on kitchen improvement was made but not taken up. The discussion was inconclusive.</p> <p>It was agreed that lost property should be kept in a box in the pavilion rather than in the office.</p> <p>KW agreed to change the code for access to the office, as it seems several non-committee members are using the office, in particular the computer. If unauthorised members continued to gain access, a Yale lock would be installed and the Committee provided with keys.</p>	<p>MB</p> <p>KW</p>

<p>8, Score Card Holders SH The President proposed the purchase of some new score card holders, as some of the Club's are becoming very worn. It was agreed that PF would purchase 6 (or 12 if better value).</p>	<p>PF</p>
<p>9. Signing in/out book DR Documents about the T-card procedure for recording arriving and leaving the Club had been circulated to the Committee. The advantages and disadvantages of this system were discussed. but it was agreed to continue with the current signing in/out book for the time being, and try to get all members to conform to that first.</p> <p>An electronic entry system (EPOS) is being investigated by JD which might impact on this matter. It was agreed that the muster point for emergencies should be moved to the far end of the green, away from the pavilion.</p> <p>DR plans to ask the Fire Service to conduct a risk assessment at the Club.</p>	<p>DR</p>
<p>10. Any Other Business</p> <p>a. JD – the EPOS System will be an item on the next meeting agenda. He is willing to continue looking into this beyond the next AGM. There was some discussion on the number of officers who would need replacing at the AGM, and the need to prepare these volunteers. Job descriptions are in place for most committee members (including President) and are held in the Members' Information File.</p> <p>b. KW – gave details of the cost of wooden benches (£240 each) and chairs (approx. £40 each). It was agreed to order 4 benches and 4 chairs.</p> <p>c. BB questioned whether accessing the CCTV recordings from mobile phones was acceptable. It was agreed that this was not necessary. Only KW and DR will in future have access to the CCTV. Marilyn Masters has agreed to repaint the club sign which will be put back on the end wall of the pavilion. Dave Masters has agreed to refurbish the scoreboards. BB – the weather shelters will need another coat of paint soon. The timber removed from the end wall will be disposed of, apart from some boards which KW had asked them to leave to be reused.</p> <p>d. DR suggested a sign on the club gate informing visitors of the need to sign in. This idea was not taken up. It was agreed that a sign was needed to stop people parking in front of the overflow car park. BB will investigate. There was some discussion about the possibility of a gate in the fence at the far end of the green, but no decision made. DR has a good quality projector which he is willing to donate to the Club. The Committee thanked him.</p> <p>e. AB asked for details of the Forward Planning Committee: Keith Waller Arthur Reading (experience in gaining sponsorship) Jerry Draper (former architect) Richard Ashton-Poole (carpentry) Malcolm Croucher (carpentry) Rick Carpenter (experience dealing with PC)</p> <p>It was confirmed that the President should be invited to meetings of this Committee.</p> <p>f. AB – informed the meeting that with regard to the autumn trip to Portugal, since Flybe are no longer flying to Faro from Southampton, the airline will transport the group to Cardiff Airport to fly from there to Faro.</p>	<p>KW</p> <p>BB</p> <p>DR</p>

g. KW informed the meeting that Saje will be coming next week to fix the warped door in the ladies' changing room and prepare quotes for windows	
23. Date and venue of next meeting Monday 2nd September at 7pm in the Pavilion.	