

WELLINGTON BOWLING CLUB

Minutes of General Meeting held on 28th March 2018 at the Clubhouse. **The meeting commenced at 9.30am.**

<u>Present</u>	<i>Paul Kelly (Greenkeeper)</i> <i>Clive Manning (Secretary)</i> <i>Chris Williams (Membership Sec.)</i> <i>Tony Gibson (Treasurer)</i> <i>Bill Warnett (Asst Treasurer)</i>	<i>Richard Manning (Dev. Officer)</i> <i>Yvonne Abbott (Ladies Captain)</i> <i>Ian Thompson (Mixed Captain)</i>
Absent	Jay Merrell (Fixture Secretary) Vic Horne (Estates Manager) John Cherry (Indoor Secretary)	Steve Lovell (Bar Steward) Di Dagg (Publicity Officer) Geoff Stamp (Chairman)

Announcement

Before the meeting commenced, Clive made the following announcement;

Having discussed the matter with me, and by mutual agreement, our current Club Secretary (Roger Murphy) has decided to step down from the position.

As a result, as Assistant Club Secretary, I automatically become the new Club Secretary subject to approval by the remaining members of the Executive Committee.

It has become apparent in the last 5 months that the role of Club Secretary involves a considerable amount of work and for the last two months Brian Wombwell has assisted me greatly with various projects that without his assistance, I think I can safely say would never have been completed. E.g. Members Handbook, Tea Rota, Renewal Registration Process etc. etc.

Following Roger's decision to step down, Brian has offered to assist me on an official basis and I have gratefully accepted his offer.

So, I am pleased to be able to confirm that the Executive Committee have approved both positions and that as of the 21st March, I am the new Club Secretary and your new Assistant Club Secretary is Brian Wombwell

1. Apologies for Absence - Geoff Stamp, Jay Merrell, Vic Horne, John Cherry

Whilst commenting on those absent and attending, Paul clarified his position as Club Captain. He confirmed that he had agreed to be Club Captain for six weeks and after that Nick Channon would take over. However, it needed to be clarified that he was not the Official Men's Club Captain as this position was still vacant, but the Men's Captain as designated by the Men's Selection Committee to undertake the duties of the Men's Captain on the day of the match and this would still be the case when Nick Channon takes over.

Whilst discussing this and the new Fixture Booklet, Ian Thomson advised that there was an error on the Fixture List, as on one page all the Rink dates and times were missing. Clive advised that he was not aware of it and would bring it to Brian's attention. It was regrettable, as the book had been proof read a couple of times before printing.

2. Chairman's Opening Remarks

In the absence of the Chairman, Clive asked for a volunteer to Chair the meeting and Paul very kindly offered to do so. As a result, there were no opening remarks other than to welcome everyone to the meeting.

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3. Minutes of the January meeting

These were accepted as a true record, accepted and signed by the Acting Chairman

4. Matters arising.

There were no matters arising from the January Minutes

5. Secretary's Report

In summary, since our last meeting the following significant matters have been undertaken.

The Alarm Company has been advised that we wish to proceed with the upgrade to a Central Station Response and that Walford Security will be acting as our key holders. We are also awaiting a quotation for the installation of an external Key safe, which will reduce the need for so many keys. We are also arranging to have the Fire & Emergency Lighting to be annually serviced and inspected to comply with legislation and for Ernie to test weekly to comply with legislation.

Liaised with Brian re the purchase of further name badges and shirts.

I can confirm that we have invited the Mayor to our "Opening of the Green" ceremony and that we have received written confirmation that he will be attending.

Following discussions with the various stakeholders I have made the necessary amendments to the Constitution following the Motions passed and accepted at the last AGM in October and these are just waiting for "sign off" by the Executive.

Established how many members would like a locker and having ascertained their names have arranged a draw to formulate a Locker Waiting List. We have purchased two more lockers and once the Ladies changing room is decorated the lockers will be put in situ and lockers allocated to the lucky winners. As a result of this work, there will be only 2 remaining members on each of the Men's & Lady's waiting lists.

Have discussed and organised with Brian the re-registration process and the printing of all documentation. A meeting was held on 16th March with Brian, Chris, Tony, David and Roger to agree the process and prepare renewal envelopes. These were available from Monday 18th March.

Can confirm that having realised that the windows in all the changing rooms and toilets (ex disabled) did not have window locks as required by our insurer, that Ernie and I have now fitted them. The key for them is kept within Di Troake's cupboard and Steve Lovell is going to advise all Bar Staff and those that lock up.

Along with Tony Gibson have made temporary emergency repairs to the fence. Vic Horne has contacted Wadham Fencing and C.S.Fencing and it has been agreed to proceed with Wadham Fencing and we hope that the work will commence soon.

Have also liaised with Vic re the failed double glazing units in the clubroom and the broken guttering on both sides of the Indoor rink and asked him to make enquiries about getting it all repaired before the opening of the green.

Brian has completed the Tea Rota for this year and sent it out. Generally positively received by everyone although inevitably amendments will need to be made as at this point in time, we have no idea who will be renewing their membership or whether members need to change dates due to holidays etc. It was the intention to send the amended rota out with the renewal envelopes but could not be done in time, so will be emailed to all members.

6. Treasurer's Report

Tony presented the monthly financial report and it was accepted.

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Clive expressed his concern that there was a significant amount of sensitive information within the Treasurers Report and who should have access to it. It was agreed, that it would not be included in the draft copy sent to all members nor placed on the website, but that Bill would produce a "Summary" which in future would be added to the draft copy available to members on the Secretary's noticeboard.

7. Ladies Administrator

Currently Vacant

8. Development Officer Report

Grants.

1. Tours Excellence Award. The £500 prize has been banked, still no news yet on the Sponsored day.
2. WTC grant application for £1000 was unsuccessful. The reason for refusal was based on a) previous awards. b) not regarded as a necessity c) > £40k in the bank could be used.

Richard expressed his disappointment at not being successful with this application, but nothing further was said as it was felt that the matter should be discussed at Executive level.

3. The council lottery fund application for £1000 has been acknowledged

Sponsorship.

1. Carly Press, The Green Dragon, Cafe Liscious, Wellington Motors, Mike Condick and Bob Davey sponsored the race Night i.e. £210.00. Richard Gale donated £20.
2. Mark, owner of Carly Press has given the club a special discount on the club's latest copying for the Summer Season

Recruitment.

Venues have been booked for this year. Richard Whiting to join me and there are potential members waiting for the opening of the green.

Renewal of Fencing.

Due to holiday commitment, Vic has finalised the cost.

It is just under a month since the heating engineer carried out some work on the Indoor Rink and he would like some feedback as to whether what he had done was working.

Plants had been obtained for the edge of the Outdoor Green and have now all been planted and Paul agreed to water them on a regular basis.

Richard asked the Committee whether they would like hanging baskets again this year. This was agreed and Richard offered to order them.

9. Membership Secretary

Chris confirmed that the 2018 re registration process seemed to be working well and that at the moment there were no problems. A steady stream of Membership Forms were being received, which will no doubt increase as we progress through the month.

He noted that it had been agreed with Tony Gibson, that any Members with a medical condition who were not able to play until after the 1st of May would be treated as a "New Member" and would pay a discounted rate based on the remaining available period of the season.

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10. Men's Captain

Currently Vacant.

11. Ladies Captain

Our meeting on the 14th February was well attended.

Although I attended the meeting; still feeling unwell, I passed the opening over to Thelma Helps – Vice Captain. Thelma welcomed Betty, a guest of mine; who Christine and I met at Taunton Deane. Betty played for Queen Camel and has played against us in league matches. She has moved to Wellington, and since playing with Chrissy and me at T.D. has decided to join Wellington this summer. A number of our ladies remember Betty and are pleased that she is joining us.

Ann Cowling thanked everyone who played indoors especially those who came forward as reserves.

Gill Groves thanked Liz and Bob Bowrah for the sorting /cleaning of the kitchen cupboards.

The Tea Rota for friendlies was questioned, but as I do not know what is happening I could not give an answer. (Yvonne advised that not everyone had received a copy of the Tea Rota and Clive agreed to send out another one and ensure that it went to all Members).

We agreed on the date, time and venue for our ladies' lunch, and the attendance looks like being excellent.

(We have since had our lunch, and it was very well attended and much enjoyed.)

I was requested to point out at this meeting that in the mixed friendly matches; changing a player for another, when the new player has already seen that they have **not** been selected to play; nor as a reserve; or their name was not entered to play in the first place; needs a phone call to see if that person is available to play; **but not** 5 minutes before the match is to start, which happened last summer.

Heating again was a subject of heated discussion (sorry) with many pointing out how cold it is at times. This is not just a problem with the ladies, as many men have remarked how bad it is. One member advised that this matter was still an ongoing investigation; which caused great laughter from members who have been suffering for several years over the poor heating control.

Any Other Business

I would like to make it clear to all male club members; **including** those on the committee, that entering the Ladies changing room without knocking, and asking any lady present whether it is ok for them to enter. It is just poor manners and is sexist and ignorant.

(At this point, Clive admitted that he and Tony were guilty of this when discussing the position of the new lockers, but that the door had always been open. He agreed that it was totally unacceptable for any male member to enter the ladies changing room when the door was closed, without knocking first.)

I was also reminded that in the Constitution it says that 'only full members may hire the club for a function; so, it is felt that it is wrong to hire out the club to outside organizations.

Clive advised that having had the advantage of seeing Yvonne's report before the meeting, that he had looked through the Constitution and could find no such restriction and wondered if this was the case on the old Constitution before it was rewritten a few years ago.

12. Mixed Captain

Ian expressed his concern that the number of players who had put their names down for friendlies were exceeding the possible opportunities to play. The latest list has the names of 40 players, but with Triples

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only 12 players would be able to play. This can only lead to more complaints about Members not playing enough friendlies.

It was suggested that perhaps some thought should be given to 'capping' membership numbers, but Paul commented that part of the problem was that more Members wanted to play than in previous years.

Ian suggested that where a Friendly match was being played only 3 or 4 rinks were being used and wondered if it would be possible to use the remaining rinks for those not selected to have a game. E.g. another 8 players per rink. It was generally felt that this was a good idea and Clive asked Ian to draft his proposal and he would send it out to all the Members.

Summer use of the Indoor Rink was discussed, but it was pointed out that Members were encouraged last year to use the Indoor Rink, but with little success.

13. Fixtures Secretary's Report

An additional home tour match has been agreed against Aston Ingham (Ross on Wye) Bowling Club. 5 mixed rinks on Mon 30th July. This match was agreed shortly after the 2018 fixture list was forwarded to the printers so won't appear in this year's fixture booklet.

We have not heard from Bowling Tours Ltd regarding a potential match versus a Somerset Presidents' mixed team as part of our prize for winning the 2017 Bowling Tours 20-20 initiative.

Mike Groves has kindly agreed to represent us at the re-arranged Exeter and District over 60s Triples League Spring Management Meeting on Wednesday 28th 2018 at the Isca Centre, Exeter. Mike will pay our £10 per team entry fee (£30) and return the two trophies we won last season.

An invoice has been forwarded to Tony Gibson from the West Somerset Bowls League Secretary, Alan Wood, requesting payment of the entry fees for next season- £30 per team- £90.

14. Competition Secretary's Report

I have taken the job as Competition Secretary for the coming season and will take the lead role. Eddy Dilley and Henry Richbell have volunteered to do the role together next season and will shadow me while the arrangements are made and we will become the Competitions Committee this summer

The list of competitors is being compiled as the Entrant Forms are returned and they will be closed on May 1st and completed on May 2nd.

Jay has agreed to prepare the brackets immediately he knows the numbers and we will arrange the Draw during the first 10 days of May. The date cannot be fixed until Jay returns and is given his shift pattern for May. The Draw will take place one evening at the Club and we will advise members as soon as the date is fixed. Myself, Jay, Eddie and Henry will do all the necessary work on the night. The Competitions will be posted on the notice board soon after.

The preliminary rounds will be scheduled to finish by June 1st and we have agreed a start and finish schedule for all the competitions. The competitions with fewer entries will be staggered to start later to keep pressure on the green to a minimum. However, we're anticipating a record number of entries and we will not be able to delay rounds because of holidays etc. except under extreme circumstances and this has been made clear in the Rules.

The Handicap scores for each member are being calculated by Jay, Paul, Yvonne and Ann Cowling and these will be posted at the same time as the competition sheets so that there are no delays in starting the preliminary rounds.

It was pointed out that we needed to know if any new members had played elsewhere, as this would affect their allocated handicap.

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15. Indoor Secretary's Report

League and Roll-ups

Nearing end of the indoor season and progressing well. Heavy Feb/Mar snow meant the rescheduling of a Men's League match and three Open Singles Competition matches to new dates (all members effected were properly notified).

Competitions

Congratulations to Mike & Carol Connor for winning the indoor Mixed Pairs competition against tough opposition (Ken Foweraker & Yvonne Abbott). This final, held on 27th January, was greatly appreciated by the many spectators present.

The last indoor competition this year, the Open Singles, is currently in progress with the final match set for Saturday 31st March at 9.30am (Easter Saturday). Members need to arrive early if they want a seat to enjoy watching.

Indoor Season of Winter 2018-19

As approved at the 23./10/17 AGM, indoor season subscriptions for next winter will be payable by members by 1st September 2018. Any none-payers after this will be excluded from membership of indoor league teams and rollup play.

Indoor Secretary will present draft proposals for Committee approval at a meeting well before 1st September to set out a closer control system for indoor league team & rollup group memberships, player transfers & replacements and the creation of new teams. The process will involve pre-approval of all such changes by the Indoor Secretary, all as proposed and carried at the 23/10/17 AGM.

AGENDA ITEM 22 a) - After the close of this year's indoor season, the Indoor Secretary will put proposals to the Rollup Group Secretaries (or any replacement Secretaries going forward) of changes to duration, rink fees and timings for 2018-19. This is to enable another rollup group to be created for members who are so far shut out. **See supporting draft new indoor rink session programme on this.**

This was discussed and generally felt that it was a good proposal. Clive advised that he would put the matter onto the Agenda for the Executive to consider at their next meeting.

AGENDA ITEM 22 b) - Life membership criteria is covered in the Think Tank report to this committee meeting.

16. Bar Steward

No Report received

17. Think Tank

Last Think Tank (TT) meeting was held on 27/02/18, attended by Mike Connor, Phil Brigden, Ed Norris, Ian Stewart and John Cherry. Apologies received from Alan & Liz May & Bernard Barnes.

No General Committee (GC) meeting has taken place since 17/01/18 (prior to the TT meeting of 25/01/18).

ONGOING ISSUES

Honorary Life Membership - Formal proposals for the criteria and process of approval is given with this report. The GC can now decide on its adoption as drafted or with any revisions deemed appropriate. TT have concluded their input on this. A copy of this is attached to the end of this document. Clive agreed to place the matter on the next Executive Committee agenda.

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Outdoor Hooks & Clothing Stands - TT recommends 6 x six hook treated wood blocks for wall mounting between windows outside, plus two more to the sides of the shelter. Also for two 4"x4" treated timber posts

with hooks on each face to be firmly set into the ground midway between the shelter and each end of the green (the hooks to be no higher than 5' above ground for safety reasons).

Installation free by TT volunteers, overall costs should be under £200. Approval to go ahead is required.

The Committee agreed to this work being completed but with the exception of the two 4x4 posts as there was concern about a possible increased H&S risk with their installation to Members. It was agreed that hooks could also be placed on each end of the "Bus stop" and flagpoles.

Changing Rooms Painting – Begins with the Ladies Changing Room & Toilet on 12/03/18. Basic finish in "Magnolia" will apply, works to progress to Visitors & Men's Changing rooms all with notices posted to indicate the temporary arrangements to allow normal bowling play.

Shelving for Metal Garage Store - Moveable metal storage racking in sections with variable height shelves now identified as ideal option from a supplier at **£150 total cost** (assembly free by in-house volunteers). GC approval was needed for this and the GC agreed that it was in order to proceed with this work.

Honours Boards - Two TT members (MC & JC) are meeting on 05/04/18 to visit other bowling clubs to identify more modern and space savings systems to replace our current dark wood boards. All pertinent history must be able to transfer to any new system for continued retention. More to report on this later.

Clubroom Audio - Members seated at the kitchen end of the clubroom can hardly hear meetings speech/entertainment with our existing microphone equipment. Such members are then apt to talk among themselves making a bad situation worse. TT Member (AM) has consulted Tony Woollard who may know of how augmentation can be installed or recommend a new audio system capable of covering the whole room adequately. Any proposals will be specified and priced for GC consideration.

Next TT meet is set for Wednesday 4th April 2018.

18. Social Team Report

Richard reported on behalf of the Social Team that the recent Race Night had been a great success with 40 people attending and the number would have been more had it not been for the bad weather. A total amount of £571.00 had been raised on the night.

Unfortunately, Cleverly Everly had cancelled, but that a disco has been arranged instead.

The Social Committee will be retiring this year and Richard pointed out that they had arranged 31 events over the last 3 years and had raised a significant amount of money. There was clearly a need to replace the Social Team and Clive advised that he was aware that Liz Bowrah was looking into the matter. The Committee asked that Clive write to the Social Team members and thank them for everything that they have done.

Chris Williams advised that many years ago he used to organise general knowledge quizzes for charity and offered to organise two quizzes on Saturday 29th September & 3rd November.

19. Green Keepers Report

Avon Crop took the annual soil samples in January. We are making steady progression against the five key measures to achieve the Bowling Green Standard references.

PH in 2015 was a very low 4.1 target range is 5.5-6 we are at 5.1 this year we have averaged a 0.3 improvement year on year so we should be very close to achieving the target in the next year. PH is key to a healthy sward with good growth and increased disease resistance.

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Our phosphorus needs to decrease and potassium increase, the treatments and fertilisers being used this year have changed to slowly make the changes.

Change has to be slow so as not to cause stress to the grasses.

The practical task of mowing, scarification and aeration will mirror last year's activities as the playing surface was good to play on.

We are just about on target to reduce our cutting height to the playing height of 5mm for the beginning of the competitive league games, and complete scarification to achieve the bowling surface speed, Scarification cannot take place until we have fast grass growth, the cold nights and days are delaying grass growth, we need to see warmer temperatures in the first week of April!

While the green may look good, members will not enjoy playing on it at the start of the season unless we can complete the scarification.

A new dew brush has been purchased as the old brush has rotten bristles leaving gaps in the brushing. I have been made aware that members who have a match early Am on days when the green team have not brushed away the dew are commencing play without removing the dew. This is very bad practice and increases grass damage,

This has to stop.

The new brush is light to use with a 3m sweep it will only take two minutes to remove dew before play commences.

20. Building Representatives Report

No Report received

21. Catering Team

Since the last meeting, Bob and I have spring cleaned the kitchen and done an inventory, a copy of which is in the kitchen. All cupboards have been cleaned and numbered and the contents listed on the outside. Nothing was thrown away, but stored away in the either the loft area or the inside rink cupboards.

I have registered with the Adult Learning Centre to take a Hygiene Course and am awaiting their reply.

22. Publicity Officers Report

No Report received

23. Any Other Business

Revised Roll Up Times for 2018/2019 Winter Season

This was raised and discussed under the Indoor Secretary's Report

Life Membership Criteria

This was raised and discussed under the Think Tank Report

24. Membership Applications

No new applications received

The meeting closed at 11.20pm

WELLINGTON BOWLING CLUB

Date of next meeting

Thursday 17th May 2018 at 9.30am in the Clubhouse.

Signed:

Date:

Geoff Stamp (Chairman)

WELLINGTON BOWLING CLUB

WELLINGTON BOWLING CLUB - INDOOR RINK TIMETABLE AND BOOKINGS
DRAFT PROPOSED BASE FORMAT (WITH INDOOR COMPETITIONS)

Week Commencing

(AL= Afternoon League, ML= Men's League, LL= Ladies League, WTL= Weekend Triples League, LFFL= Ladies Friday Triples League)

DAY	9.00 -10.40am	10.40 - 12.20pm	12.20 - 2.00pm	2.00-4.00pm	4.00-6.00pm	6.00-8.00pm	8.00-10.00pm
MON	Roll up Geoff Stamp	"VACANT" NEW ROLL UP	NEW ROLL UP	AL	AL	6.00pm-Club Night 7.30-9.30pm - Coaching	Club Night
TUE	Roll up Lynda Manning	Roll up Chris Williams	NEW ROLL UP	AL	AL	ML	ML
WED	Roll up Ian Thomson	Roll up Richard Manning	NEW ROLL UP	2.00-3.40pm Roll up Win Courtney	VACANT	ML	ML
THU	Roll up Gwyneth Philip??	Roll up Richard Manning	NEW ROLL UP	LL	VACANT	ML	VACANT
FRI	Roll up Lloyd Jeffries??	Roll up John Cherry	NEW ROLL UP	LL	VACANT	6.00-7.30 = LFFL1 7.30-9.00 = LFFL2	VACANT
SAT	9.30-11.30pm Competitions	11.30-1.30pm Competitions	1.30-2.00pm BREAK	WTL	WTL	VACANT	VACANT
SUN	9.30-11.30pm Competitions	11.30-1.30pm Competitions	1.30-2.00pm BREAK	Competitions	WTL	Competitions	VACANT

7th March 2018John

Please find enclosed a rough sketch of Garage and how the shelving units would fit in (but could be placed on other side if preferred.)

The cutting from the Homebase catalogue was the sale price at the time in the Horiton store, but I am not sure if it is still available, but will go down there when I get chance.

I have sourced B&Q & Homebase (on line) and they all seem to be in the range of £20-£30 at the moment. (x5)

Regards Ed

P.S. This is for you in case you have a committee meeting soon.

WELLINGTON BOWLING CLUB



Handy Storage
4 Tier Galvanised Shelving Unit
 137 x 71 x 30.5cm
 Silver
 374332
£9⁹²



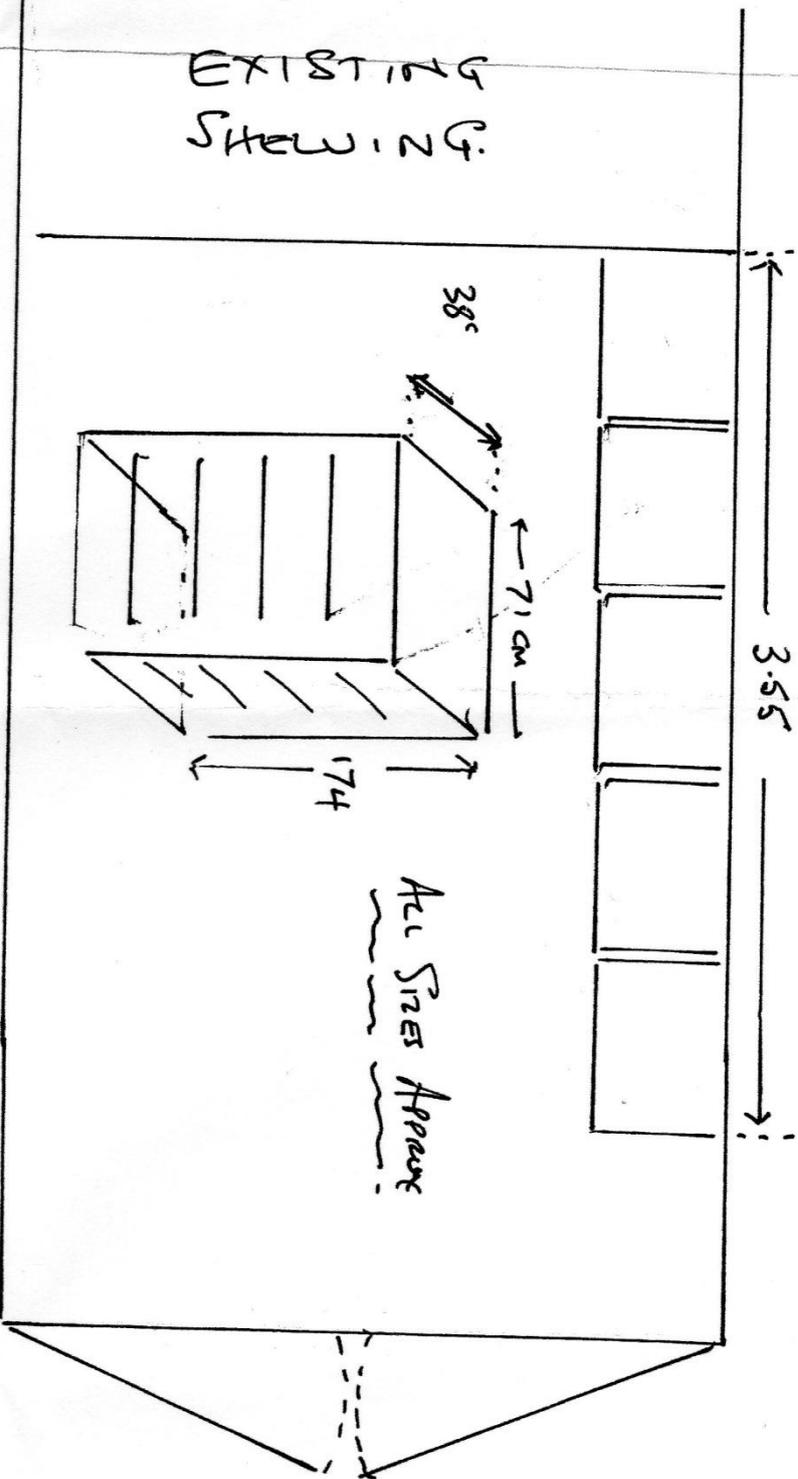
KETER
5 Tier Heavy Duty Shelving Unit
 38 x 71 x 174cm
 Black
 No Tools Required
 783942
£14⁹⁹



Handy Storage
4 Tier Boltless Shelving Unit
 137 x 71 x 30cm
 Black
 374335
£20⁷⁰



SAVE!



PRICES VARY DEPENDING ON SUPPLIER AND IF STILE
 (I.E. HOMEBASE / B&Q) — £20 TO £30 EACH IE (5x £30 = £150)
 AVAILABLE AT ENCLOSED PRICE (SAVE)

07/03/18

WELLINGTON BOWLING CLUB

PROPOSAL

CRITERIA & PROCESS FOR GRANTING CLUB LIFE MEMBERSHIP

CRITERIA:-

- 1. MEMBERS MUST HAVE HAD 15 YEARS OR MORE AS FULL CLUB MEMBERS (EITHER CONTINUOUSLY OR WITH GAPS).**
- 2. MEMBERS WHO ARE RECOGNISED AS HAVING SERVED THE CLUB WITH DISTINCTION IN COMMITTEES, WORK GROUPS, CLUB OFFICER DUTIES AND/OR GIVING EXCEPTIONAL TIME & EFFORT TO EVENTS, MEMBERSHIP RECRUITMENT OR FUND RAISING.**

PROCESS:-

- 1. ANY MEMBER CAN PROPOSE ANY OTHER MEMBER FOR LIFE MEMBERSHIP OF THE CLUB BUT THIS MUST BE IN WRITING TO THE CLUB SECRETARY.**
- 2. THE EXECUTIVE COMMITTEE WILL BE ADVISED AND THE PROPOSAL PASSED TO THE GENERAL COMMITTEE FOR CONSIDERATION.**
- 3. THE GENERAL COMMITTEE WILL REACH A RECOMMENDATION AND RETURN IT TO THE EXECUTIVE COMMITTEE SETTING OUT THE GROUNDS FOR THEIR RECOMMENDATION.**
- 4. IF THE PROPOSED AWARD IS AGREED, THIS WILL BE ADDED AS AN ITEM FOR THE NEXT AGM (OR EGM IF APPROPRIATE) FOR FULL MEMBERSHIP ENDORSEMENT.**

NOTE: PROPOSALS FOR LIFE MEMBERSHIPS GIVEN FROM THE FLOOR OF AGMS/EGMS WILL NOT BE PERMITTED.

FROM THE THINK TANK

12/03/18