

# **Report of the Executive Committee Meeting held on Friday 11<sup>th</sup> August 2023 at the Clubhouse.**

The meeting opened at 9.30am

## **1. Members**

Role	Name	Initials	Role	Name	Initials
President	Ann Cowling	AC	Acting Admin Co-ordinator	Jay Merrell	JCM
Chair	Paul Kelly	PK	Bowls Co-ordinator	Graham Brown	GB
Treasurer	Derrick Alford	DA	Asset Co-ordinator	Tony Woollard	TW
Functions Co-ordinator	Steve Lovell	SL	Admin. Assistant	Brian Wombwell	BW

## **2. Apologies:** Ann Cowling & Graham Brown

## **3. Minutes of Previous meeting**

The minutes of the meeting held on Friday 14<sup>th</sup> July were accepted as a true record.

## **4. Matters arising from previous minutes** (not included elsewhere on the agenda).

All outstanding items are resolved elsewhere on the agenda.

## **5. Chairperson's Report Paul Kelly**

- The Buddy system is working well but not all the new members are participating.
- The various Trophies need sorting out and allocating to the different competitions so that we can get them engraved before the next Presentation night.
- The final design for the new Honours Boards is proceeding well and a decision was made that they are to be back dated to the year 2000. It is hoped that they can be in place before the Presentation Night.

## **Club President Ann Cowling**

Please accept my apologies as I am not able to attend this meeting.

- A big thank you to Steve Lovell for organising the raffle for my charity this year and to his team who will be organising the food on President's Day (closing of the green.) Hopefully, we will have some nice raffle prizes.
- The last game will be Ladies v Men – I am meeting up with Brenda Wilson and Eddie Dilley on the 23<sup>rd</sup> of August to discuss the arrangements. It will be a fun afternoon, weather permitting of course. I will be supplying the bottle, not empty, for the spider plus a couple of raffle prizes.
- Reminiscence Learning donation – I would like to be able to present them with our cheque at our Presentation Evening or possibly before. Alternatively, we arrange a visit to the centre and present the cheque there – this needs to go into the Welly Weekly.
- Congratulations to Janet Moore and Angie Moore for achieving Level 1 on the coaching course. They will be an asset to the club.
- It has been good to see so many new members all thanks to our Open Day back in May plus, of course, keeping the banner up outside.
- Being involved with the selection of the first season of the Saturday Ladies League, together with Lynda Manning, has been quite a season. The bad weather playing a big part in games being cancelled and rearranged. We hope to continue next year.

## **6. Acting Admin Co-ordinator Jay Merrell**

- Should we invite Silvertime Legal Estate Planning Services to talk to us for free. Their talk is about 40 minutes followed by a Q&A which can be 1-2-1 if anyone wants. If we go ahead, I suggest we style it as a social evening with all invited. This was discussed and it was agreed that we should try to arrange this for this autumn.

- b) The nomination sheet for the AGM has been approved. I have added a deadline to it: Mon 23rd October which gives us some time to approach members to fill any slots with no volunteers before the AGM. It was agreed that we should avoid filling vacancies at the AGM.
- c) After the AGM we usually have an open discussion. I would like to propose two items for this- Sponsorship and club-coloured trousers.
- d) Sponsorship- Update members on our sponsorship plans.
- e) Club trousers: A couple of members have suggested we align with some other clubs in the region by introducing coloured club trousers, in our case black trousers to replace grey and white trousers currently used for club representative matches. I would like to take the opportunity at the AGM to see if there is much support for this amongst the wider membership. In my opinion to make this change we would need a good majority in favour rather than simply 51%, or we risk losing members. Depending on how the debate goes we could ask for a non-binding indicative vote, with a view to returning to this either at a spring EGM or the 2024 AGM?

**Webmaster (myself)-** NTR.

**Publicity Officer (Di Dagg)-** NTR.

**Membership Secretary (Lynda Manning)-** NTR

**Safeguarding Officer Henry Richbell-** NTR

**Welfare Officer- Steve Lovell-** Steve updated the Executive on the condition of several members with long term illnesses.

## **7. Bowls Coordinator Graham Brown**

### **Subgroup members reports for the following month's activities.**

**Men's Captain (Eddie Dilly) -** NTR

**Ladies' Captain (Brenda Wilson)** NTR

**Friendlies Captain (Ian Hollingsworth)**

- a) East of Exe team has made steady progress up the table over the season and still has an outside chance of gaining promotion.
- b) Good response to the evening friendly competition on 8<sup>th</sup> August, including several new bowlers.

### **Indoor Secretary (Janet Moore)**

- a) Secretaries of League and Roll Up groups have been contacted to confirm whether they are continuing in post and their team members. A meeting will be convened when all have responded to cover changes from last year.
- b) The Functions Coordinator and Bar Steward have agreed that Rink Fee tickets can be sold over the bar. Suggest multiples of 5 =£10.
- c) A meeting has been arranged for new bowlers on 10<sup>th</sup> August to cover Winter bowling opportunities. The intention is to integrate them with experienced bowlers.

### **Fixtures Secretary (Jay Merrell)**

- a) Agreed to host a Somerset v Devon Men's Friendly on Thursday 13th June 2024
- b) Bids for 2024 mixed friendly matches have started to come in.
- c) We are seeing impressive support for mixed friendly matches, with several requests being made to increase the number of rinks, even for distant away matches (Mark Moor).

### **Competitions Secretary (Trevor Jenkins)**

- a) Competitions progressing well and nearing later stages.
- b) Preparation work on the new Honours Board is underway.
- c) A review of the outdoor competition rules to be undertaken before the start of the 2024 season.

### **Bowls Co Ordinator (Graham Brown)**

- a) The Open Day success is ongoing with a continued number of enquiries taking up the offer of introductory lessons.

- b) Janet Moore and Angie Moore both successfully completed their Somerset Level 1 coaching training and commenced coaching activity for new members. They aim to move up to Level 2 within the next few months.
- c) Janet Moore has commenced preparation for the forthcoming indoor season.
- d) Martin has met with Janet and Angie Moore following their attainment of Level One Coaching status and the team are working well together. See below for a comprehensive account of activity.

### **Coaches Martin Speakman, Angie Moore, Janet Moore**

Since taking up the role of Bowls Coordinator I have involved the coaching team in monthly reports in recognition of the valuable contribution they make to the club. It is my intention to put forward a motion at the AGM that Coaching is added to the Bowls Co-ordinators subgroup to formalise this arrangement. Agreed by the committee.

- a) The two cupboards in the indoor rink have been stocked with sets of bowls ranging 00 to 4, plus a set of 5 and 6 so all requirements should be covered. The intention is to make these available for new bowlers, and anyone wishing to size up or down.
- b) One cupboard (blue stickers) will be kept locked to ensure availability for coaching sessions.
- c) The others (yellow stickers) will be left open for bowlers to access bowls whilst at the club. Please do not take off site and replace in the correct cupboard after use.
- d) Old stickers have been replaced with either blue or yellow, marked "coaching" and the bias highlighted.
- e) Future aims. The team are keen to work together with emphasis on bringing the recent new bowlers together to associate and for match practice.
- f) Unclaimed Bowls. There are four sets of bowls in the visitors' changing room. Attempts will be made to locate their owners, failing which they will be added to the coaching stock.
- g) Coaching. There are a further ten people nearing the end of their coaching and thought needs to be given how to quickly integrate them into the club.

### **8 Asset Co-ordinator Tony Woollard**

Unfortunately, health issues have kept me out of action again for the last month. This has delayed most of the work that I had planned to have completed by now. I list below issues that require attention over the next 6 weeks.

- a) Greengauge are booked for 8<sup>th</sup> September @ 3pm. They are going to roll up the carpet to allow us to add extra securing screws to the flooring so the rink may be out of use for a few days. I imagine four days would be sensible, but it depends upon a date when Greengauge can return to re-lay the carpet. The need for extra screws comes from the fact that a more up to date underlay has been used, which is more durable than the old underlay and not as spongy.
- b) The clubhouse heating system requires some new radiator valves to be fitted and a leak to be traced and repaired. This will require the system to be drained and once this work is completed, we can get the boiler serviced ready for winter.
- c) I plan to fit some more electric heaters to make use of the free electricity from the solar panels. This will be two in the indoor rink and one extra in the clubroom.
- d) There are a few smaller jobs which can be done any time.
- e) I have been asked if the defibrillator in the Club Room is being serviced. I can assure members that Steve Lovell has carried out all the necessary maintenance including changing the pads and reported accordingly to the South-west Ambulance Service.

### **9. Functions Co-ordinator Steve Lovell**

- a) We held our July Bingo on a Sunday evening, which had a great response from members, another £100 was collected on the raffle which will go to the Social Fund. The social team held a meeting for the next up and coming events such as the August Bank Holiday Triples competition. We have decided to have a "bring & share" and there is a list on the notice board for foods to bring, or if not listed, bring what you want.
- b) We have now Launched the sale of raffle tickets at the bar area (£1.00 per ticket) this is for the Closing of the Green (Presidents Day). Gifts of Raffle prizes would be gratefully received, and all the monies raised will be going to "Reminiscence Learning" which is the President's charity.
- c) We have renewed the cupboard in the hallway with the books and Puzzles, which looks much tidier, the glass unit has been put into the ladies changing room for now.

- d) On the 1st of September, the Pétanque Club have booked the Club Room and bar for a discussion about their sport, drinks, and a social evening. All our members are invited to attend.
- e) On the 7<sup>th</sup> of October Friends of the Park have booked the Clubroom and bar for their Annual General Meeting followed by a party. Our members are welcome to attend.
- f) We have an artist booked for our popular New Year's Eve Party celebrations.
- g) **Please see our Notice Board** near the entrance to the club room for all the upcoming events.

#### **10 Green Keeper Paul Kelly**

- a) I am very annoyed and disappointed that our Green has been damaged on rinks 2 and 3 and these rinks will not be playable for the rest of this season. I discovered that a visiting team refused to vary the position of the mat on a very wet green and the result was the cause of the damage.
- b) I also must report that some of our members are not wearing their bowls shoes whilst playing on the Green and this too has added to the unnecessary wear and tear. It is unfortunate but if this continues, we will have to start regular shoe inspections and anyone not complying will be told to leave the Green immediately.

#### **11. Matters requiring attention July/August**

- a) We should have some members who are trained as First Aiders. An email is to be sent out to all members asking if anyone has had training or experience. If not, we should ask for volunteers would be prepared to undergo some basic training.
- b) Continue with preparations for the AGM.
- c) Closing of the Outdoor Green.
- d) Prepare a program for the Indoor Rink Roll Ups, Leagues, Coaching and competitions.
- e) Work out how we can accommodate all the new members on the Indoor rink.

#### **12 Any other business**

- a) Nil.

**13. Applications for Membership** – Victor Greenway, Andrew Woodward, Kate Woodward, Sue Woodward, Guy Courtney, Joy Manley, Peter White, Graham Maggs, Timothy Knowles, Dave Bazley. All Approved.

#### **14. Treasurer's Report Derrick Alford.**

- a) The handover to Phil Ellis of the treasurer role should be completed in the next couple of weeks.

**The meeting closed at 11.05am**

**Date of Next meeting: Friday 8<sup>th</sup> September 2023**

**Signed: .....Paul Kelly (Chair) Date: .....2023**

