

Minutes of the Executive Committee Meeting held on Friday 12th August 2022 at the Clubhouse.

The meeting opened at 9.30am

1. Members

| Role | Name | Initials | Role | Name | Initials |
|------------------------|----------------|----------|--------------------|----------------|----------|
| President | Paul Kelly | PK | Admin Co-ordinator | Henry Richbell | HR |
| Chair | Janet Moore | JM | Bowls Co-ordinator | Eddie Dilley | ED |
| Treasurer | Derrick Alford | DA | Asset Co-ordinator | Tony Woollard | TW |
| Functions Co-ordinator | Steve Lovell | SL | Admin. Assistant | Brian Wombwell | BW |

2. Apologies: Absent - Henry Richbell

3. Minutes of Previous meeting

The minutes of the meeting held on Friday 15th July were accepted as a true record.

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

5. Chairperson's Report Janet Moore

Just a brief report this month. The end of our Outdoor Season is not far off and has progressed well. We've had a few cancelled and rearranged matches but on the whole, we've had a full Outdoor Season this year. Our Green has played very well this Summer thanks to Paul and the Green Team. Thank you to all our Team Captains and selectors and to all members who have participated in League and Friendly Matches. We've also had a full Club Competition programme this year. Thank you to Henry, Eddie and Angie for their work on the competition programme and we look forward to the Finals Weekend at the end of our season.

This coming Saturday we travel to the Royal Household for our Friendly match which we are looking forward to. Thank you to Eddie and Brian for their organisation of the event.

Our new Indoor Carpet has now been laid, thanks to Tony, for arranging and supervising the installation. We are all looking forward to using it after our Outdoor season has ended.

6. Admin Co-ordinator Henry Richbell

No Report

7. Bowls Coordinator Ed Dilley

- a) The arrangements for the Royal Household fixture are all sorted. Playing members to be made aware that they should apply suntan lotion, drink water and to come off the rink immediately if they start to fall ill.
- b) I had a meeting with Gerry Mangeolles last week and he started to organise the Indoor program.
- c) The outdoor leagues have gone well this year and Paul has informed me that the B team in the West Somerset Bowls League division two finished runners-up, winning £50.00 and promotion to division one next summer.
- d) The Club competitions are proceeding as planned and are reaching the latter stages.

HR

8. Asset Co-ordinator Tony Woollard

- a) The new carpet has been fitted. It is due to be stretched within the next 5 weeks and the dots etc. will be done at that time. We have received the invoice and it is the same as the quote. We did, however, get new spikey ditch fill free of charge (quoted £870) which is a bonus. I was also able to inspect the infrastructure of the rink and no problems were observed. The speed of the rink will be slightly slower due to the wear of the old carpet making it faster. It has been measured and is within specification (16.2seconds over 27meters).
- b) The flush cistern in the ladies toilet has been repaired. I am still investigating more robust replacements.
- c) We have had a problem with internet speed and telephone line. A test by an "Openreach" technician showed that we have had very low speeds since June. It was found that the extension cable feeding the bar is damaged (possibly when the p.v. installation was serviced). I am in the process of repairing this.
- d) The new till is up and running and a staff training session completed.
- e) We are planning a visit to a commercial catering supplier in Bridgwater to see if we can obtain a new cooker and dishwasher and possibly part exchange the equipment we have.
- f) Brian and I have discussed the heating and ventilation in the club with a view to making it more efficient. I am investigating several ideas.
- g) With energy saving in mind, we need to be more aware of switching off lights and also keeping room temperatures at a minimum. To avoid unauthorised tampering, we need to look at boxing in both boilers etc.
- h) Extra lighting in the club room and a new light by the front door to be done before the Autumn.
- i) There are a few other minor maintenance jobs to be completed once time is available.

TW

TW

Functions Co-ordinator Steve Lovell

- a) At the moment there is very little happening on the Functions side of things.
- b) We have moved the Bingo night to Sunday the 2nd October.
- c) There is a list of all forthcoming events on the notice board.
- d) The social group are also looking at holding a coffee morning in aid of the Macmillan Fund.
- e) We have also been asked about arranging a tea for Dick Northam for his 100th Birthday in October.
- f) Everyone seems to be happy with the teas and food that has been put out for all our games. We have found that the cost of the raffle prizes has not been covered by the ticket money so we have changed the system to one set of prizes only rather than one set for Home and one set for away.
- g) Everyone seems to be getting on ok with the new till after a few teething problems.
- h) The social team met on Wednesday, for the first time in a while, and we discussed many items including the list below.
- i) Club Triples August Bank Holiday, we have decided to prepare Hot Dogs for members to purchase. The sausages and onions will be precooked and put into slow cookers to keep warm. There will also be a few vegetarian sausages for those who don't eat meat. We will put an honesty box on the table and ask members for £1.00 per hot dog.
- j) For the Closing of the Green, we will ask members to bring and share, and there will be a list put up with various things people can bring.
- k) We have now booked The Friends of the Park AGM on the 1st October which we normally provide a buffet and wine, at a cost. They also normally have music after the AGM and all club members can attend for free.

SL/MN

MN

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| <p>l) We have been asked if we could provide a small tea for a past member, Richard Northam, who will be 100 on October the 24th. This will be discussed at the Executive Meeting.</p> <p>m) Presentation night - we will have Pasties on sale from the kitchen at £1.00 each and after the presentation in house music.</p> <p>n) We will also be holding a coffee morning in aid of Macmillan, and we will need volunteers to make cakes for this as we will also be open to the public to attend. This event will be on the 12th September 10am -1pm.</p> <p>o) Karaoke evening 8th October we have quite a few names down at the moment but probably need a few more. Instead of the normal raffle we will hold an auction, so contributions are required.</p> | SL |
| <p><u>10 Greenkeepers Report Paul Kelly</u></p> <p>a) The Green has had a roasting over the past month but is still surviving.</p> <p>b) The Winter dressing has been ordered.</p> <p>c) A Technical Assessment of the Green has been done and we are very pleased with the result. We now have one of the best Greens in the County.</p> <p>d) Paul reported that the Crows are still digging holes in the Green looking for Leather Jackets and asked members to not fill the holes in with the bits of grass. It is important that the holes are filled properly with the correct material.</p> <p>e) The Green will be closed for outside bowling on Sunday 25th September.</p> | PK |
| <p><u>Matters requiring attention: August/September</u></p> <p>a) AGM preparations must be started soon.</p> <p>b) AGM - Those not standing for their current posts are Janet Moore – Chairperson, Henry Richbell - Admin Co Ordinator, Eddie Dilley – Bowls Co Ordinator, and Steve Lovell – Functions Co Ordinator.</p> <p>c) Somerset League Forms – Clive said that the forms will be returned at the due time. Mike Groves has agreed to stand as Club County Rep.</p> <p>d) Tony Woollard has been carrying out much of the maintenance work and arranging outside contractors, when necessary, on the club premises. It was suggested that we contact the membership to ask if anyone has an appropriate skill who would work alongside Tony as part of a Maintenance Team.</p> | JM |
| <p><u>12 Any other business</u></p> <p>a) New Club Flag – It was decided that Janet should order the new club flag which is to be two sided.</p> <p>b) It was decided that we should not order any Umbrellas for the outside rink.</p> <p>c) Vaping – This was discussed as it was raised by a visiting player. It was decided that vaping should comply with the same rule as smoking i.e., that smoking is only allowed in the smoking hut at the side of the green. Tony will investigate a new sign.</p> <p>d) Club Shirts – The new Club shirts are now available to members at £25.00 each. A selection of shirts is now stored in a locker at the club and a men's and a lady's shirt has been placed behind the bar as some members have asked to see a sample of the shirts. Some of the new shirts have been sold and we have been well received with no adverse comments. An order has now been placed to bring the shirt stock up to a manageable quantity. We are now able to order one offs with no increase in price should this be necessary.</p> <p>e) Windsor Trip – All the arrangements are now complete for our friendly against the Royal Household Bowling Club.</p> <p>f) Disability Bowls (21st August) – Arrangements for this fixture are underway.</p> <p>g) Club Mixed Triples (Monday 29th August). Arrangements for this very popular fun event are underway and a list for all those who want to take part has been posted on</p> | <p>JM</p> <p>BW</p> |

the notice board. It was decided that the event will start at 10am to ensure that it is ended before it gets dark. Hot Dogs will be on sale to members at a price of £1 each or bring your own food for the day.

- h) **We have been asked to host a Birthday Party for Dick Northam who is 100 on October 14th.** Dick was a very well-known member of our club for many years. He was also known and respected throughout Somerset for the work he did for our sport. It was agreed that arrangements are to be made and outside organisations should be invited.
- i) **New Bowlers** - There was a long discussion about how we should integrate and welcome new members into club life once they have done the six-week coaching course and joined the club. It was decided that we should have a member and assistant to whom all new members are referred. The new members can then be told how the club is run, rules and regulations, etiquette and how to integrate and take part in team fixtures etc.

13. Applications for Membership

Philip Wiggins - Outdoor/Indoor membership

David Scotcher - Outdoor/Indoor membership

It was discussed and agreed that both applicants should be approved and as the Outdoor Season is almost over, they should be asked to pay £10.00 outdoor membership for this season so that they may use the green until it is closed. This is important to ensure that they will be covered by our Insurance Policy. The Indoor Season charge is £50.00.

The meeting closed at 11.45 am

Date of Next meeting: Friday September 9th 2022 at The Clubhouse.

Signed: Janet Moore (Chair)

Date:2022

Reserved Business on next page.

HR

SL