

# WELLINGTON (SOM.) BOWLING CLUB

## Minutes of the Executive Committee Meeting held on Friday 8th January 2021 by Zoom.

The meeting opened at 9.30am

### **1. Members**

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

**2. Apologies:** Paul Kelly

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

The minutes of the meeting held on 11th December were accepted as a true record and signed by the Chair.

**4. Matters arising from the previous minutes** (not included elsewhere on the agenda).  
There were no matters arising.

### **5. Chairperson's Report Janet Moore**

Sadly, under lockdown the Club has not been able to reopen as planned after the Christmas and New Year break. Thank you to Tony Woollard for his quick response in locking the Club down when the new Covid lockdown was announced.

As most people will now know Bodmin died a few days ago. Barry Knott from the Wellington Weekly News contacted the Club on Wednesday to ask if we would like to add a tribute to the article to be published in this week's edition as he has been a member of our Bowling Club for some time. As the copy was about to go to press, we had to act quickly and after discussing with Steve we gave Barry our short words of tribute

### **6. Admin Co-ordinator Henry Richbell**

a) **Gerry Mangeolles** has agreed to take over the role of Indoor Secretary. He has been given the Memory Stick that was issued by John Cherry and he has also contacted John Cherry by telephone who promised to assist him if there are any problems. Gerry did ask if the BowlR System could handle the weekly update of the leagues. Henry will look into this and ask Bowlr how much an upgrade would cost and what alternatives options are available.

#### **Membership**

We have had applications from two people to join the club and they are approved.

### **7. Bowls Co-ordinator Ed Dilley**

a) Eddy said that the club was closed over the Christmas period as planned but could not be re-opened due to the lockdown.

b) Eddy explained that as the lockdown will probably continue for at least another month and the Covid vaccinations are not likely to be done until February plus there is to be a three week wait for the second jab it is unlikely that we will be allowed to open the rink until sometime in March. This will leave only a few weeks before we open the Green for the summer program and it is not now worth organising any Indoor competitions.

It was agreed that no competitions should be arranged for the current Indoor Season.

HR

ED

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<p>However, Eddy will look into the possibility of organising a competition for the members who play Indoors over the summer.</p>	TW
<p><b>8. <u>Asset Co-ordinator Tony Woollard</u></b> <i>(This report correct as of 06/01/2021)</i></p>	TW
<ul style="list-style-type: none"> <li>• The PC monitor needs a bracket to fit it to the wall near the bar, which is planned before next meeting.</li> </ul>	TW
<ul style="list-style-type: none"> <li>• The heating thermostat has been turned down to 12<sup>o</sup> C while club closed.</li> </ul>	TW
<ul style="list-style-type: none"> <li>• Bar card reader in place. Needs to be registered to iPad or smartphone. I have an old iPad which I am hoping to be able to download the app onto. Will update for next meeting.</li> </ul>	TW
<ul style="list-style-type: none"> <li>• Laptop set up and connected to the Internet. Unable to get the "John Lewis" email to work. We do have a "google" email. The plan is to get an email for club use only, which can be automatically forwarded to other addresses as required. Unless we will require bar staff etc. to use their own BOWLR log in (not ideal) we will need a club log in which can be programmed into the laptop.</li> </ul>	TW
<ul style="list-style-type: none"> <li>• The switching of the lights for social events still needs configuring, which will be done before the next social event takes place. <b>Indoor Rink:</b></li> </ul>	TW
<ul style="list-style-type: none"> <li>• The heating thermostat has been turned down to 15<sup>o</sup> C while club closed</li> </ul>	TW
<p><b>Alarm System:</b> The sensor still needs fitting to the new front door, which will need to be done as soon as possible once the door is in regular use again.</p>	TW
<p><b>Front Door:</b></p>	TW
<p>As noted above, the intruder alarm sensor still needs to be fitted. Waiting for TLS to fit door entry lock. Will chase.</p>	TW
<p><b>Outdoor Green:</b> Normal winter maintenance is progressing well.</p>	TW
<p><b>Other:</b> Emergency lighting and fire alarm monthly testing paused during lockdown. I will perform visual testing on a weekly basis until club open again.</p>	TW
<p>Tony was asked "What is the current position regarding the Cleaner". We have continued paying as agreed and she has been carrying some cleaning duties. It was suggested we give her a list of jobs that need doing and get her to tick them off and date when done. This list should include a deep clean of the kitchen at some stage which should then remain locked until the Lockdown is over. We need the club premises to be kept clean and dust free so that we can open as soon as the Covid crisis is over. It was agreed that these measures should continue.</p>	TW
<p><b>9. <u>Functions Co-ordinator Steve Lovell</u></b></p>	TW
<p>a) Nothing to report as everything is on hold until the Covid situation is over and we can re-open the building.</p>	SL/JC
<p>b) Torquay Tour - TLH have been contacted to inform them that three club members want to cancel their places and would like a refund. We have not heard from them as yet. We do not whether the tour will be able to go ahead as planned or not. It may have to be cancelled altogether or may be delayed until later in the year. We will have to wait and see how the situation develops which I guess will be influenced by how fast the vaccination program develops.</p>	SL/JC
<p><b>10. <u>Matters Requiring Attention</u></b></p>	TW
<p>a) <b>Insurance renewal</b> - The Club Insurance has been renewed with Winsons Insurance Co. The cost for the coming year is £1,781</p>	BW
<p>b) <b>Opening of the Green</b> - Brian to ask Jay when it is proposed to open the Green and then ask the Mayor to attend. If the date has to be changed then we may have to make other arrangements.</p>	TW
<p>c) <b>Fire Extinguishers</b> - As soon as it is possible to arrange the testing it will be done.</p>	TW

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### **11. Any other Business**

a) Open Weekend in May - There is no point in making arrangements at this point in time but it will be continually reviewed until the current situation becomes clear.

b) Indoor Secretary - Gerry Mangeolles has agreed to take over as Indoor Secretary and Jay to be asked to put this on the Website.

c) We have been notified by Somerset and Taunton District Council that we have been awarded a grant for £800.00 but we have not yet received the payment yet. Our thanks go to Tony Gibson for his persistent efforts in this regard.

d) Eddy is to contact Richard Manning who has previously investigated and successfully applied for grant funding in the past to ask if he wants to continue in this post. If he doesn't then we need appoint someone else as it is essential that whilst have virtually no income at the moment, we still have bills to pay.

e) AGM - This item was discussed at some length and it was decided that it is extremely unlikely that we will be able to have a physical AGM in March. There is a considerable amount of work to be done before we can hold an AGM and to do this on top of the registration process for the annual membership, and the organising of the various activities for the summer season will put a great strain on the workload of the committee members. In the circumstances it was agreed that the AGM will be held in early November by which time we should be able to invite all members to attend. However, it is essential that we make preparations, as soon as possible, to distribute a copy of the new Constitution by email or post to all members. A copy of the current accounts, a note with details of membership fees, membership forms for Indoor, Outdoor, and Indoor members and a letter from Henry containing a list of the Executive Committee members can be included with this package.

g) Membership Fees - It was agreed that the fees for 2021 should be as follows: -

- Full Membership i.e. members who pay both Outdoor and Indoor Membership before 1st May 2021. £100.00 plus £1.00 per hour on the Indoor Rink.
- Members who pay Outdoor Membership only £85.00
- Indoor Membership only £15 plus £1.00 per hour on the rink.
- Social Membership £10.00
- Lockers All lockers are £5 per annum.

It was agreed that members who paid full outdoor membership can for the 2021, pay a reduced fee of £50.00. However, the Executive Committee hoped that members would choose to pay their full fees as the Club currently has no income and still has expenses to keep the Club running.

**12. Applications for Membership** - There were two member applications and these were all approved.

The meeting closed at 11.05am

**Date of Next meeting:** Friday 12th February 2021 at 09.30am This will be a Zoom meeting and the details will be forwarded by Tony W. in due course.

Signed: .....Janet Moore (Chair)

Date: .....2020.

Exec

HR

ED

HR

HR/BW