

WELLINGTON BOWLING CLUB

Minutes of General Meeting held on 17th January 2018 at the Clubhouse. The meeting commenced at 9.30am.

<u>Present</u>	<i>Geoff Stamp (Chair)</i> <i>Roger Murphy (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> <i>Roland Bath (President)</i> <i>Clive Manning (Asst Secretary)</i>
<u>Absent</u>	Jay Merrell (Fixture Secretary) Vic Horne (Estates Manager) Paul Kelly (Green Representative)	Steve Lovell (Bar Steward) Di Dagg (Publicity Officer)

1. Apologies for Absence - Steve Lovell

2. Chairman's Opening Remarks

Geoff welcomed everyone to the first meeting of 2018 and was looking forward to another successful year.

3. Minutes of the October meeting

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

4. Matters arising.

Clive advised that he had been approached by Steve Lovell, who had expressed his concern that his services had been offered to install a new suspended ceiling in the changing rooms.

He had no knowledge of this and what with other commitments did not have the time to do it and was concerned that his name had been put forward by the Think Tank without discussing the matter with him.

John Cherry agreed to take the matter back to the Think Tank and stress that before anyone is put forward for anything the matter should be fully discussed with the individual concerned.

5. Secretary's Report

Since our last meeting the following has been undertaken.

Been requested by Steve Lovell to track down who currently has front door keys as there is no record at the moment. This, with Steve's help, has been completed and we believe all keys have now been traced and a record of who has keys has been compiled.

Having discussed the matter in depth with Paul Kelly, Mike Groves, Gill Groves and Jay Merrell, I regret to advise that whilst all teams have been registered for their appropriate Leagues – no competitions have been entered. This is an unfortunate oversight by the previous Secretary, but nothing further can be done. However, I am disappointed that no one at the SBA thought this unusual and queried it with us. Clearly lessons need to be learnt for next year and I can confirm that the matter has been diaried to avoid a similar oversight.

The SBA 1 Form in respective SBA/BE Registration has been completed and sent off to the SBA.

Richard Whiting has attended a day long Coaching Course at Ilminster. The second day of the course is in February.

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The New Membership Application Form & Renewal Form have been amended to include gaining consent from the member re the use of personal data as laid down in the new General Data Protection Regulations effective from 25th May 2018.

The SBA & BE affiliation forms have been completed and our affiliation fees of £1,098 have been paid. These were subsequently lost by the SBA and had to be resubmitted, but everything is now in order.

Following difficulties by Martin & Roland to set the alarm one night, the Abel Alarm Engineer was called out and resolved the issue. Cause was the beam transmitter in the indoor rink having been covered by a calendar. The alarm is 30 years old and needs updating to a more modern system and a quote has been obtained from Abel Alarms and is merely awaiting sign off by the Exec. The quotation also includes maintenance and service of the Fire Alarm and Emergency Lighting, which we understand is now a statutory requirement.

Over the last 2 months, we have completely reviewed our insurances and significant amendments and increases have been made and the policy subsequently has been renewed for another year.

The amendments to the Constitution as required by the various motions raised at the AGM have been drafted and it is hope that this work will be completed before the end of January.

Brian Wombwell has rewritten and updated the "New Members Handbook" and once signed off by the Executive Committee, will be printed and be provided to all new members starting this year.

6. Treasurer's Report

Tony presented the monthly financial report and it was accepted.

7. Ladies Administrator

Currently Vacant

8. Development Officer Report

Grants

Richard confirmed that he was having various discussions at the moment with a variety of different bodies regarding Funding and as always this was ongoing. He had received an email from Bowling Tours UK to say that they will be in contact regarding their proposed match.

Sponsorships

There were currently no new sponsors

Recruitment

Over the Xmas period he had been contacted by two potential bowlers.

Other Matters

He has agreed with all parties to host Friends of the Park on the 7th of April and details should be on our website.

9. Membership Secretary

I have supplied the Club Secretary with my thoughts on the Re-registration process along with a proposed timeline and copies are attached at the end of these Minutes. I do want to make sure that the re-registration goes as smoothly as possible - thus trying to ensure that everyone is singing from the same hymn sheet.

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Apart from this there is nothing to report on Membership since the last meeting,

10. Men's Captain

Currently Vacant.

11. Ladies Captain

The ladies who played in the Southey Trophy and the Fear Cup were very disappointed that they have not been entered to play again this summer. For many years there were insufficient ladies to form a team (s); but with last summer's improvement they were looking forward to building on their success. We were therefore pleased that through Gill Groves we received the apology from Brian Wombwell for his error.

On the 14th February 2018 at 7pm I am holding a meeting, with help from senior members, for a get together with all Wellington lady bowlers on a get to 'know' people basis, and a question and answer session.

Sometime in March I am hoping to reinstate the 'Ladies Luncheon' at Oak Manor Golf Club. In the past it has been very successful. And I know that several of the ladies have said they would like to see this annual event back on. Further details will follow when we are more organised.

12. Mixed Captain

Nothing to report at this meeting

13. Fixtures Secretary's Report

Due to an administrative error WBC will not be entering the 2018 Turnbull, Fear or Southey competitions.

We are waiting to hear back from Bowling Tours limited regarding our prize for winning their 2017 competition. This will include a match v a Somerset president's team. Richard Manning is organising this.

I've handed the fixture list to Brian Wombwell who is going to arrange for the fixture booklet to be printed.

The only changes so far will be the Somerset president's match and the start time for the men's friendly v North Petherton has been brought forward to 2.00pm.

14. Competition Secretary's Report

Currently Vacant

15. Indoor Secretary's Report

League and Roll-ups

All progressing well.

Competitions

Congratulations to Nick Channon and Lynda Manning for winning the indoor Men's Singles and indoor Ladies Singles competitions respectively this season.

Both finals drew good numbers of spectators and great credit also goes to the runners up, Rod Troake and Di Dagg, for making the finals both close contests and great entertainment. President, Roland Bath, was also thanked for acting as marker for both consecutive matches on Christmas Eve.

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The Mixed Pairs competition is on-going, the final match being set for Saturday 27th January at 9.30am.

The last indoor competition this year, the Open Singles, is posted on the indoor notice board and awaits entries. Copies of the notice have been distributed in the clubroom. Deadline for entries is 26th January, draw for the opening matches will be on 29th January, the first matches to take place on Saturday & Sunday 10th & 11th of February.

Members need to arrive early if they want a seat to enjoy watching any matches and especially the final.

Club Open Meeting

A member's request has been made for consideration of a Spring open members meeting to receive suggestions and ideas to improve the operation of the Club and identify any problem issues with ways to resolve them. (Such meetings were conducted in the past it is believed).

The Think Tank could be used to develop any useful feedback with a view to bringing firm proposals to the General Committee for consideration/approval.

16. Bar Steward

We have gained 4 more members wishing to help out with the bar work, which makes life quite a lot easier on the others, but it is with regret that John Lister has decided to call it a day with the bar and handed his keys back to us and these have now been given to Ian Hollingsworth.

We are still asking other people if they have keys when we see them at the club and hopefully this issue will be overcome with the installation of a Key Safe on the outside wall, insurance permitting.

We had a very good attendance on Boxing Day lunch time with takings of £174.00.

This with the Christmas Party and New Year's Eve takes our total to around £1100- £1200, the exact figure would come from Tony or Bill.

I would like to thank all the bar staff for all their hard work over the seasonal period.

We have a booking for 23rd January for the Carnival Committee to use our premises there is no charge for the room but they do require the bar in the evening.

Finally, can we please ask members if they have an evening match starting at 6pm and it has been cancelled, could they give myself a call so that I can stand down the bar staff.

17. Think Tank

Last Think Tank (TT) meeting was held on 05/12/17, attended by Mike Connor, Phil Brigden, Barry Vile, Alan & Liz May, Ed Norris and John Cherry. Apologies received from Ian Stewart & Bernard Barnes.

The last TT had been issued for the General Committee (GC) meeting of 15/11/17 but was not attended by JC. Minutes of that meeting were awaited but JC was advised that no urgent issues for the TT were raised.

ONGOING ISSUES

Honorary Life Membership - criteria for such awards and the processes for initial nomination, committee level review and final approval were noted. TT decided more time was needed to fully develop this, for later GC presentation.

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Outdoor Hooks & Clothing Stands - TT members to bring their preferred ideas for final specifications and cost estimates to the next TT meeting, for a final proposal to go to a subsequent GC.

Club Coaches - The need for more prompted Barry Vile to volunteer to undertake the necessary training to qualify as a bowls coach and support the ongoing coaching needs of club members. This is subject to GC approval.

Locker Provisions - AM referred to this earlier issue and posed the question "is this still a problem?" Should some other action now be considered given the set back of the major clubroom overhaul project?

OTHER ISSUES

Clubroom Hiring Out (EN) - Regarding safety and the security of club facilities, hiring of the club to outside organisations (fitness groups, etc.) should only take place if attended by a responsible club member to oversee club entry, signing in, activities taking place, use of gents/disabled toilets only (no entry to changing rooms), and exit from club premises, including alarm setting if necessary. The person arranging the hiring would be responsible for engaging the responsible person if not themselves.

Covered Outside Walkway (EN) - Beneficial if run alongside clubhouse wall overlooking the green, to allow members access if the clubroom is being used for a function. Also would provide shelter for spectators/players in poor weather. Would need specifying and cost estimation if supported by the GC.

New TT Member (MC) - Tony Woollard identified as a possible good new TT member. Approach to be made if GC supported.

Shelving for Metal Garage Store (MC/EN) - Suitable metal shelving has been identified to provide 3 bays of multi-level storage shelves which would cost £180 inc delivery. EN to take measurements to work out the best positioning of the bays if GC approve of this.

Honours Boards (MC) - Some updating for recent events seems necessary. Given the set back to the major clubroom overhaul project, new modern honours display systems could be identified, specified and priced and progressed as a separate improvement undertaking? For GC consideration.

Mixed League Teams (MC) - Such teams SHOULD have mixed gender players. It has been noted that in some cases single gender teams have played (e.g. Weekend Mixed Triple League). If all male or all female teams cannot be avoided for very good reasons, then a play penalty should apply - like the 25% score deduction for teams missing a player. Will the GC agree to adopt this rule or something similar?

18. Social Team Report

On Friday the 17th December after the completion of the new Ladies League evening a "bring and share" took place with 31 members in attendance. A raffle and rink fees raised £120 for Save the Children Xmas jumper day.

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On Saturday 18th December, the Xmas Party took place raising a profit of £543.75 and with Bar takings in excess of £500.

On Tuesday the 26th December, over 50 members attended the Boxing Day festivities, which raised £30.00 and Bar possibly in excess of £150.

On Sunday the 31st December, we had the New Year's Eve Party. Unfortunately, there were 13 cancellations due to illness, but 73 members still attended and had a good time. Profit was £560 on the night plus of course the bar takings at approx. £500.

Richard stressed that the existing Social Team was retiring this year after 3 years of hard work and that we needed a new Social Team to take over to arrange any future events.

19. Green Keepers Report

Winter maintenance of the green is active when weather conditions permit. The green has had applications of fertiliser and lawn sand applied following the monthly calendar provided to optimize the condition of the green.

Looking to get closer to the key targets for healthy greens.

Mowing to 10mm in the close season improved the playing surface last season and we are following the same regime.

Core soil samples have been taken, results will inform the treatments and feed required during the next 12 months.

Everyone commented on how good the outdoor green was looking at the moment and it was agreed that Clive would write to Paul, on behalf of the Committee, thanking him and his team for their hard work.

20. Building Representatives Report

Quotes required for fencing panels replacement.

21. Catering Team

Bob and Liz to carry out a "Deep Clean" of the kitchen and create an inventory of all equipment in the kitchen. Locks have been changed on four cupboards.

22. Publicity Officers Report

For the last few months a weekly report has been sent to Barry Knott at the Wellington Weekly Offices. There have also been some pictures where appropriate.

The report that has appeared in the paper is essentially what I have written but Barry has added the headlines! I have tried to put a general report of the matches and positions of the teams in the indoor leagues with occasional mention of names.

A more detailed report of the competitions, including names, has gone in. I have tried to send the report by Saturday evening to give Barry time sort things out.

23. Any Other Business

Roll Up Times

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The proposed amended Roll Up times were discussed and it was agreed that this would be referred back to the Think Tank for their input. It was stressed that revised timings were based on 1hour 40mins per session starting at 9am and for the morning periods only.

Development Officers Report

Yvonne advised that several members had expressed their concern about the style of the Development Officers' Report and found it difficult to understand. After discussion, it was agreed that the format of the report was more suitable to the Executive meetings due to its financial nature and Richard agreed that in future he would provide a more general report.

Insurance Declaration

Clive advised that whilst the insurances had all been sorted there was a Declaration that needed to be brought to the attention of all Committee Members relating criminal convictions, CJJ etc. He will circulate to all Committee Members and ask for their response, whilst at the same time confirming that any responses would be treated in the strictest of confidence.

23. Membership Applications

No new applications received

The meeting closed at 11.30pm

Date of next meeting

Wednesday 14th March 2018 at 9.30am in the Clubhouse.

Signed: Geoff Stamp (Chairman)

Date:

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Membership Secretary Report

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Member Re-Registration 2018/2019

Please collect your Envelope from the Box in the Club House. This will contain Re-Registration Form(s), Instructions for completion and payment, and the 2018 Fixture List. Envelopes should be available from February 28th.

Please complete the Re-Registration form with all details, even if there has been no change from the current year.

Return Form with appropriate Cash/Cheque payment in an envelope marked with your NAME and MEMBERSHIP FEE via the Treasurer's Black Box in the Indoor Rink. If you are paying by BACS transfer your form should still be returned in this way.

The Treasurer will deal with payments and issue receipts as normal.

The Treasurer will pass your form to the Membership Secretary who will update the lists in the Club House on a fortnightly basis

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Membership Secretary's Report

Re-Registration Process – Spring 2018

For consideration at General Committee Meeting Wednesday 17th January

Secretary/Assistant Secretary

Print already approved/amended Re-Registration Forms	250
Print Fixture Lists	250 plus those required for
	Sponsors, etc.
Obtain Envelopes	500
Pass on to	by Feb 28th

Membership Secretary

Fill Envelopes and organise Box/Notices in Club House	by March 12 th
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Extra Locker Key (No 17 Men's Changing Room) cut for Treasurer	by March 19th
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Treasurer

ALL Individual Forms returned with Cheque/Cash OR Direct BACS payment details to Treasurer via Black Box in Indoor Rink	ASAP
Receipts issued	As convenient
Re-Registration Forms passed to Membership Secretary via Locker No 17	Weekly, if possible

Membership Secretary

Membership Lists electronically updated/paper copies filed	Fortnightly
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