

# **CHELTENHAM WHADDON BOWLING CLUB**

## **MINUTES OF MANAGEMENT COMMITTEE MEETING**

**Held at the clubhouse on Tuesday 12 August 2025 at 2.00pm**

Present: Graham Hughes, Dave Hooper, Dave Simmons, Andy Todd, Gail Gilbert, Micky Martin, Debby Hooper, Julie Beaven, Mike Newman, David Hearle, Jill Whistler

### APOLOGIES

Ken Campbell

### PRESENTATION TO OUTGOING PRESIDENT/INVESTITURE OF ACTING PRESIDENT

1. Graham Hughes, Acting President, presented flowers and a gift to Jill Whistler on behalf of the Committee to recognise her long service to the club in many capacities. He thanked her for all she had done over the years to make the club well-run and successful. In turn, Jill presented Graham with the Presidential chain of office and wished him well in his new post.

### MINUTES OF THE PREVIOUS MEETING

2. The minutes of the previous meeting on 03 July 2025 had been circulated. Dave Hooper asked for a correction to para 9: black shorts were an option for a new club uniform, but the Committee had not yet agreed on the matter. Subject to this correction the Committee approved the minutes and Dave Simmons, Chair for this meeting, signed them as a true record.

### MATTERS ARISING

3. We briefly reviewed the status of outstanding actions:

- 2506/04 and 2506/05 were now complete. A new dishwasher had been installed in the kitchen and a new cooler cabinet in the bar.
- 6 other actions remain in progress
- 2507/01: Complete. We would be discussing financial forecasts in para 4 below.

### SUBSCRIPTIONS AND OTHER FEES

4. Dave Simmons distributed copies of his latest cash forecast for the current financial year (Attachment A), which showed a shortfall of £8,800. To offset this, we would soon sign a new contract for gas and electricity, which should reduce costs by c. 20%, and we would have additional income from Cheltenham Probus and Iglu Bars. The forecast then showed the effect of increasing subscriptions by £5 and £10 and raising short mat fees by 50p and £1. Excluding exceptional items (e.g. upgrades of electrical system, these increases would produce small surpluses for next year.

5. Dave felt it was important to plan for a surplus to build up reserves: as the problems with electrical system showed, the club infrastructure is ageing, and it is likely there will be further unpredictable costs. Already the chiller unit for the cellar will have to be replaced at a likely cost of £3-4,000. He therefore proposed that an increase of £10 to subscriptions should be put to the next AGM, based on a conservative estimate of 70 full paying members (currently we have 80 but this is likely to decrease).

6. The Committee agreed that Short Mat session fees and competition fees should rise to £2, effective immediately, noting that these had remain unchanged for at least 15 years and this would better reflect the costs of heating and lighting.

7. Discussing the increase in annual subscription Dave Hooper argued that £10 would produce only a minimal surplus, so suggested raising it by £20, which would be justified by the foreseeable rising costs and the need to build up reserves to cope with unexpected ones. Graham Hughes observed that even with a £20 increase the price of membership at this club would still compare favourably with other bowling clubs and was much cheaper than many other sports or gym membership. There was concern that £20 might be too much and could result in losing members, however, we eventually voted in favour of proposing an increase of £20 to the AGM. The Secretary would draw up a resolution to this effect and announce the increase in short mat fees.

**Action: 2508/01**

### CLUB UNIFORM

8. Andy had produced additional designs in consultation with Zapkam, our current supplier, some in a more traditional predominantly white style, and some more modern. However, after some discussion around cost and possibility of sponsorship and whether a change had sufficient support from the membership, the Committee concluded that we would stick with the current shirt.

9. We went on to debate how we could achieve a more uniform appearance for shorts/trousers etc. for greys. Having rejected black, we could insist on a single supplier to standardise the shade of grey, though even then there could be fading with use. As for shirts, we finally decided not to change at all and to keep greys and whites.

### RENEWAL OF AVONMORE CONTRACT

10. Dave Simmons had received a renewal letter from Avonmore with proposals for how they would maintain the green over the winter and next season with estimates of the cost (Attachment B). They also wish to move away from payment by direct debit, to paying for visits as they occur. Several members reported that other clubs had commented very favourably on the condition of our green and we agreed that it had improved vastly in the 6 years since Avonmore took over its management. We therefore agreed to renew the contract and asked Dave to respond accepting the new terms and to inform them of the date of Closing of the Green.

**Action: 2508/02**

### AOB

11. David Hearle reported that the **chiller unit in the cellar** had failed; an initial repair to the fan on the roof had failed to solve the problem, so a specialist engineer was called in. He had recommended replacement at an estimated cost of £3 – 4k, noting that the unit was not repairable and used chemicals no longer permitted. We asked David to obtain a second quote for comparison before deciding on whether to go ahead.

**Action: 2508/03**

12. Graham Hughes proposed that we set up a small sub-committee to **review how the bar is managed**. It would look at the training of bar staff and maximising income. We agreed to set up a committee comprising David Hearle, Dave Hooper, Dave Simmons and Graham Hughes.

13. Mike Newman reported some of the boarding supporting the **edges of the green** was warped and rotting. We agreed that repairs should be carried out in the close season.

14. Julie Beaven announced that she was considering **dropping certain ladies friendly matches**: these were often cancelled (not by us, usually) and she felt the time could be better used for practice for league matches. She was advised to liaise with Micky Martin on fixtures.

15. Julie also mentioned:

- Decoration of Ladies toilets not yet complete
- Requested that a message go to members asking them not to put bowls & equipment on the outside table,
- Asked about catering for NGL Shield matches; she was informed that catering not normally provided
- Configuration of tables after matches: we agreed that we would no longer have a 'top' table

16. Gail Gilbert reported that the football club were concerned that the new ramp from the fire exit into their car park could be a trip hazard, so it had been moved to the side.

17. Gail advised that BDA recommended that all Committee members should **undergo DBS checks** as a routine. She thought we should consider inviting a BDA representative to speak at the AGM to raise awareness of safeguarding issues.

#### DATE OF NEXT MEETING

18. We agreed that our next meeting would take place at 2.00pm on Thursday 04 September 2025.

Prepared by:

Andy Todd

Secretary

Signed as a true  
record:

Graham Hughes (President)

## Attachment A: Financial Forecast, August 2025

CWBC cash forecast @ 12th august 2025		1st July		
	£			
Forecast cash shortfall	-9 800			-10 800
Allow for exceptional items				
Electrics	8 300			
Dishwasher	350			
Memorial Bench	300			
revised shortfall	-850			
improved income				
Probus	300			
IGLU	200			
Lower Expenditure				
Gas	300			
Electric	500			
running total	450	450	450	
*				
increase full subs by £5	350			350
increase full subs by £10		700		
increase short mat to £1.5	500			
increase short mat to £2		1 000	1 000	
Surplus / (De	1 300	2 150	1 800	800

\*Based on full membership of 70

## Attachment B: Avonmore Renewal Letter



REF PAB/AM

Cheltenham Whaddon  
The Pavilion  
Whaddon Road  
Cheltenham  
Gloucestershire  
GL52 5NA

14 July 2025

Bowling Green Maintenance

Dear Members of the Committee,

Please find attached our Specification and Estimate applicable to the management of the Bowling Green for Autumn 25, Closed/ Spring and Playing Season 26.

**Autumn Maintenance.**

Scarification to remove accumulated Thatch Layer  
Hollow Core or Solid Tine  
Collect Deposits and Power Brush  
Deep Slit Tine  
Over Seed  
Top Dress

You will note that we have detailed our thoughts for the Autumn Operations to be much the same as previous years, however we hasten to state that if Climatic Conditions remain as they are at present with little or no natural rainfall then certain operations might well be deleted.

As a company we appreciate the value of Top Dressing, however cost might well have a determining factor considering that our charge is to be that of £200.00 per tonne +VAT.

With reference to the Closed/Spring and Playing Season operations will follow the same format as previously undertaken

May we thank you for your continued interest in our Company and that our correspondence will receive your careful consideration, should you however require any further information please do not hesitate to contact us.

Your sincerely

A handwritten signature in black ink, appearing to read 'P A Buttler', with a long horizontal line extending to the right.

**DESIGN • CONSTRUCTION • IRRIGATION • MAINTENANCE**

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Directors: Brian G Buttler, Philip A Buttler

Company Registration number: 09220334