

## **Totnes Bowling Club**

**Management Committee meeting held at the Clubhouse, Borough Park**

**On Saturday 19<sup>th</sup> February 2022 at 10.00 am**

### **Minutes**

**1. Present :** – Alan Mitchell, Mike Hannaford, Hilary Saffery, Lynda Joseph, Tudor Joseph, Ruth Hughes, Paddy Harris, Lydia Stocks, Paul Eames.

**Apologies:** - Mark Willetts, Fred Martin, Paul Brown, Gary Hooper, Ernie Knight

**2. Minutes of last meeting:** - Agreed as a true record of the last meeting and signed by the chairman Alan Mitchell.

### **3. Matters arising:**

#### **3.1 Notice board in club entrance:**

The committee expressed their thanks to Tudor & Mike Richards for getting this done. The sign looks very welcoming.

#### **3.2 A new treasurer:**

Two people have been considered to take on this role, and the committee agreed that we need to wait until they have become members before making an appointment.

#### **3.3 The club's website**

Gary, with Mike's help have done a lot of work on this. Gary knows a company who would be able to make the changes for us at no cost to the club. This will not be ready for this season, but should be in place for next year.

We are not going ahead with the "Bowlr option."

Terry still has control of the website.

#### **3.4 The contract with Avon for green maintenance**

We cannot do anything about the contract with Avon until the renewal of the contract in October.

The green will be available for roll ups from April 4th.

Opening day is 9<sup>th</sup> April and closing date the same as last year, but a couple of rinks will be kept free after the end of the season for roll ups.

### **3.5 The new club strip**

On Monday, 14 February, we ordered a total of 84 shirts, 30 for the ladies which included spare sizes and 54 for the men which also included spare sizes. The majority of all the spares are in the most popular sizes.

With the sponsorship they will only cost members £10 each. For any new members they will have to pay the full cost of around £26 or £27.

Shirts can be re-ordered, the minimum order would be for 15.

We still have quite a few of the old shirts. The cost for these will have to be written off, and we will have to decide what to do with them; maybe offer them to existing members. No decision was made about replacing the trousers for the new strip. This will be done next year.

### **3.6 New display board**

Mike Richards still has a 4 foot wide piece of plywood that was used for the other notice boards. The committee agreed that this should be made into a new display board to show the names of the previous Captains, Presidents and Secretaries, from 2000 onwards.

## **4. Treasurers report**

There was nothing to report this time, except that the current balance is £12,890.78.

## **5. Playing section matters**

### **5.1 Club competitions**

It was suggested by Ruth that the draw for the competitions should be accompanied by some refreshments i.e. pasties and sausage rolls. The date for this was provisionally set for **Saturday 14th May at 12.00 noon**. Ruth will organise.

Members will need to enter for the club competitions by **8th May 2022**.

The opening day will be on **9th April**

Subscriptions should be paid by the Spring Meeting

### **5.2 League matches**

**Mens** - Tudor said that all the men's league matches had been arranged.

There will be 7 teams each in Division 3 and Division 4, so the A team and the B team will have 12 matches each.

**Ladies** – all the dates for the ladies matches have been finalised.

The club will not be entering the Over 55's or Riviera leagues

### **5.3 Tourist matches**

On **12 September** we have a tourist match against Alverstone, who have asked for a lunch to be provided. They will be bringing 40 people plus a driver. They will arrive between 12.30 and 13.00. Play to start at 2.00 pm

Although we haven't provided lunches for tourists for quite some time, the committee agreed that we should provide lunch for them.

Hillary said that she would make sandwiches.

We will tell Alverstone that if they have any members who have specific dietary requirements, e.g. vegetarians, vegans, etc they should bring their own lunch.

## **6 Catering matters**

### **6.1 PAT testing**

Lydia enquired about testing. Paddy said he had checked this, and it does not need doing until September. It was done by Totnes TV & Electric last time.

### **6.2 The microwave oven**

The microwave oven doesn't work. The committee decided that because it is so rarely used we will not replace or repair it.

### **6.3 Dishwasher**

The dishwasher is in need of some attention.

### **6.4 Paper towel dispenser**

In order to improve hygiene in the kitchen, a new paper towel dispenser will be installed.

### **6.5 First Aid Kit**

The first aid kit needs checking and re-charging, in particular with plasters, bandages and antiseptic cream.

### **6.6 Miscellaneous items in the kitchen cupboard**

There are a number of matching sets of bone china cups, saucers and 60 plates in the cupboard which are never used. They are coming back into fashion now. We could possibly sell them on e-Bay.

### **6.7 The Store Room**

There is a lot of junk in the store room. Included are boxes of extra cutlery which is never used. This room needs to be sorted out ASAP. Mike will send out an email asking for people to come and help. A date was set for **Saturday 12th March**.

### **6.8 Large metal teapots**

There are 6 large metal teapots in the kitchen. One of these has a broken lid. We will ask Cliff Watts to go to the Cash & Carry to get a replacement.

### **6.9 Table cloths**

Cliff has been looking at disposable table cloths, which are less environmentally friendly but more hygienic

### **6.10 Tourist matches**

Lydia is doing a rota for members to do the teas for the tourist matches. Wendy and Sally usually buy the provisions. It was agreed that we should buy better quality biscuits. There was a discussion about whether or not we should provide sandwiches or cream teas. Lydia will talk to Wendy about buying the ingredients for cream teas. Paddy volunteered his wife to make scones, and although it would be simpler to buy them, they would not be the same quality.

### **6.11 Catering manager**

It was noted that there is nobody in place as catering manager.

## **7 Bar matters**

Paul Brown has requested that the bar should be moved forward by about one foot to make it easier for people to move behind each other. Mike Richards does not want to be involved. The work would probably take two days to complete. Paddy knows someone who might be prepared to do the work. The cost is likely to be in the region of £125 per person per day, i.e. £500. Paddy agreed to get a quote. It must be completed before the new season starts; but if that is not possible then we will wait until the following season.

## **8. Green maintenance**

### **8.1 Brackets**

The wood and the new steel brackets have arrived. It is the intention to replace the wood on one side of the green this year. There were no other issues raised by Ernie.

## **9. Correspondence**

The club does not receive any/may letters. Most information comes in by email which Mike forwards to members.

## **10. Any other business**

### **10.1 The tennis club AGM**

This will take place on **Monday 7 March at 6.30** for 7.00 pm and will be finished by 9.00 pm. Mike will be talking to Graham from the tennis club before the event. Mike volunteered to do the bar, possibly with Paul Brown. Members of the tennis club will set out the chairs as they want them. The short mat carpet needs to be taken up beforehand.

### **10.2 Invoices and newsletter**

We will need a newsletter to go out with the invoices for subscriptions. Alan, Mike, Tudor and Ruth will each write a short piece for this. Mike has done all the invoices and he will send them out in early March.

### **10.3 Spring meeting**

As the opening day is 9 April, the spring meeting needs to be before that date. The date agreed was **Saturday 26th March** at 10.00 am.

## **11. Date of next meeting – to be arranged.**

There being no further business the chairman closed the meeting.

Chairman

Date