

## WELLINGTON (SOM.) BOWLING CLUB

### Minutes of the Executive Committee Meeting held on Friday 13<sup>th</sup> August 2021 at the Clubhouse.

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	DA	Asset Co-ordinator	Tony Woollard	TW
Functions Co-ordinator	Steve Lovell	SL	Admin. Assistant	Brian Wombwell	BW

**2. Apologies:** No apologies all members present.

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

The minutes of the meeting held on 9<sup>th</sup> July 2021 were accepted as a true record.

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

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

The past month has again been a busy month for League and Friendly matches and thanks go to our hard working Captains for their work in getting teams for matches; not an easy task. We had another successful Acoustic evening and our first Bingo evening this month was well supported.

After our last meeting Brian and I visited a local company to see what they could offer us as an alternative to the shirt we have with our current supplier. Karuta is a local company with a manufacturing base in this country. They are also able to offer a delivery time of 5 weeks as against our current supplier having a minimum 20-week delivery time and require a minimum order of 20 shirts. We want to keep the design of any new shirt as close to the current shirt as possible. We do not want Club members to buy new shirts until they need or require a new shirt. After a small initial order, Karuta are able to offer members the opportunity to place their own individual order. This means that the Club does not need to hold a supply of shirts and members can order the size that they require. Karuta gave us a couple of samples and we had a short meeting of the Executive to show the samples we brought back from our meeting. We agreed on the shirt material we preferred and Karuta is going to produce a sample of the shirt for us to see regarding colour etc.

After last Wednesday's home Over 60s Match, we received a call to tell us that some visitors to the Club had tested positive for Covid. We took immediate action to close the Club until Monday to eliminate any risk to Club Members. We also notified the other Club who were also visiting at the same time. I'm pleased to report that our members who were playing with the infected visitors have since tested negative. Prior to opening of the Club on Monday all areas were cleaned and Rink equipment was also cleaned. I would also like to refute the rumours that 'Covid is Rife at Wellington Bowling Club'. Covid infected individuals came to Wellington and as far as the Executive are aware no member of our Club has tested positive for Covid.

Since our last meeting we have received an email from a local Care Home who may be interested in sponsoring our club. We responded to the email and said we would discuss the matter at our next Executive Meeting.

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<p><b>6. Admin Co-ordinator Henry Richbell</b></p> <p>a. <b>Indoor Season</b> As we approach the start of the indoor season, Hemyock and Uffculme will need to be chased for indoor membership if they are going to compete. I will speak with Gerry and then contact the team secretaries to get the process going.</p> <p>b. Sheets have been posted on the Notice Board inviting members to put their name down for the club Leagues and Roll Ups. Names of those interested will be passed to captains who will draw up programs accordingly. We also need to establish how many teams will take part in these activities.</p> <p>c. <b>BowlR</b> We have tried to set up the winter leagues on the system but without much success. BowlR have been contacted about the problem and we now await their response. On the brighter side there is a new update due in September and I have been told that the facility to edit a booking is included. This will help to ensure that we have a full record of who plays and when.</p> <p>d. <b>Covid easing</b> We need to decide whether or not we monitor people on the indoor rink and consider if we are going to do it how should we go about it. This was discussed and agreed that a book will be placed in the Indoor rink and everyone who plays must log in every time they play.</p> <p>e. <b>AGM 2021</b> I will be starting at the end of this month to put together the framework for the AGM to be held on Monday 8<sup>th</sup> November. All Executive posts are up for election so now is the time to consider if you want to stand. Each member of the Executive indicated that they would continue in their post if elected at the AGM in November.</p> <p>f. <b>Trustees</b> I am pleased to report that the Trustees have now been legally signed up.</p> <p>g. <b>Membership</b> We lost 26 members over the last 18 months but this has partially been offset by some new members signing up and we have some potential members doing the coaching course. To put this in context we know that Wedmore have lost 40 members, Minehead 51, Yeovil 25 and Ashton 25. Speaking to visiting clubs we have learnt that most clubs have lost members and some are in dire straits.</p>	<p>GM/HR</p> <p>HR</p>
<p><b>7. Bowls Coordinator Ed Dilley</b></p> <p>a. <b>General</b> The matches and competitions are all running smoothly.</p> <p>b. <b>Coaching day</b> Twenty members signed up for the coaching event but it had to be cancelled as the club was closed for four days due to a Covid scare. Richard is in the process of rearranging for an alternative date.</p> <p>c. <b>New member Coaching Course</b> We currently have two people doing the coaching course.</p> <p>d. <b>The Triples Competition</b> The event will take place on August 30<sup>th</sup> Bank Holiday Monday starting at 11am. A sheet has been posted on the notice board inviting members to take part. It is a competition for members of all levels of experience as teams will be chosen to make them as equal as possible. It is a fun day for all members and food will be provided.</p> <p>e. <b>Short Mat Bowling</b> This was discussed at length and a decision was made to layout the Short Mat in the Clubroom during the winter season. The mat to be taken up when we have social events. It is hoped that members who want to play will come down to the club and if the Indoor Rink is busy they will have the option to play on the Short Mat.</p> <p>f. <b>Young members</b> It was suggested that we should consider arranging sessions for young people on the Indoor Rink. Clubs who do this have found some excellent bowling members as youngsters who migrate to the Full Membership and strengthen their senior squad.</p>	<p>ED/RW</p> <p>ED</p> <p>ED</p> <p>EXEC</p>

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### **8. Asset Co-ordinator Tony Woollard**

- a. Front door entry system is now in operation and appears to be working well. I do, however, notice that the door is being wedged open quite a lot. Obviously when teams from other clubs are visiting, we need a way of letting them in but need to decide exactly how to do this.
- b. Outside Clock: As most suppliers of "pavilion" clocks seem to be "out of stock" at present I have fitted a new, cheap, mechanism to the exiting clock. The only small problem is that it is not "self-adjusting". Suggest we see how it goes. Agreed.
- c. There is now a cupboard in the Men's changing room (Thanks to Derrick) which now houses the alarm and emergency light testing books, and the accident book.
- d. The kitchen sink waste has now been repaired, again thanks to Derrick.
- e. The door from the corridor to the green is now being closed when no-one on site. If the "good behaviour" by our members continues there would appear to be little to be gained from spending a lot of money in this area. I do, however, feel that the door is probably getting very close to having to be replaced (£1519). We could have a new aluminium one fitted and then consider some form of automation at a later date. It was decided that Tony should order a new aluminium door asap and confirm with the supplier that it is suitable for adding automation at a later date.
- f. I anticipate being contacted by "Abel Alarms" shortly to advise that the twice yearly service is due. At that point I will get them to reinstate the alarm on the front door and also an audible tone when opening the front door to say that the alarm is set.
- g. There is some work to be done outside mainly refixing lead flashing and some pointing work which needs completing before winter sets in.
- h. There has been a problem with the paper towel holders in the toilets. The one in the Gents was ripped off the wall, and one in the Ladies caused an injury to a club member when the lid dropped open. The problem appears that the keys are being left in them and the locks vibrate open with use. This has caused undue wear in the locks. By the time of this meeting I plan to replace the holders with plastic ones and given the cleaner only one key with the instructions to remove from the lock once towels replenished.
- i. The key safe in the lobby, and the padlocks on the sheds, are being left unlocked when not in use and with the codes still on them. This is poor practice as "visitors" could easily gain access to our keys or note the code to access sheds. Members are to be notified that they must be aware of the correct method of closing doors and securing equipment by locking and changing the codes.

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### **9. Functions Co-ordinator Steve Lovell**

- a. We held our first bingo on Saturday 31<sup>st</sup> July and had a very good attendance which raised £85.00 towards the new mower but we have a long long way to go yet though.
- b. We have arranged another social meeting for the 19<sup>th</sup> August. At the last one only a few of us attended as the others forgot even though they had it written in their diary.
- c. Have had a few meetings with Marguerite regarding Kitchen duties as we need to find someone that can deputise for her when she is away on holiday. Unfortunately, I had to go for my op when she went away a few weeks ago but our thanks go to Tracey who stepped in and did the teas for the men on Thursday evenings.
- d. I have approached one person and asked if they would like to deputise but they have said no. I will have to go back to the drawing board on this unless the Executive committee can think of anyone else or we put an email out, it really does need to be someone who lives locally to the club.
- e. When we came to the club yesterday lunch time for the ladies match it was brought to my attention that the Key Safe had been left open again so I have now moved it up to

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<p>the bar area so that we can keep an eye on it also no one from outside can get to it without coming into the club room.</p>	
f. The bar seems to be doing well with the takings and Alan is managing this very well. I need to meet with Richard Whiting and go through the till and adjust things.	SL/RW
g. On the 30 <sup>th</sup> August Club Mixed Triples are we going to do food? We could provide cheese and ham rolls but we need to get a list on the board to get an approximate number of people. It was agreed that food would be provided by the club as it is a fun day out for members.	MN
h. At the end of the season, we have decided to do a BBQ and Derek has agreed to bring his equipment and cook the food.	SV/DA
i. It was brought to my attention that last time we did this people were going for second helpings before some members had got any at all so I suggest we give tickets out when people arrive. That way, they hand the ticket in when collecting food? When everyone has had what they want they can then go for seconds. It was agreed that this is a very sensible approach to resolving this problem and tickets should be used.	DA
<b><u>10 Matters requiring attention</u></b>	
a) We need to revise the "New Members Booklet" so that it does not need to be updated each year.	HR
b) Work has to start on organising the <u>AGM</u> .	HR
c) I have contacted Abel Alarms requesting an annual schedule of maintenance and testing which they are required to do.	TW
d) Lead Flashings and pointing need attention under the gutters.	TW
<b><u>11 Any other business</u></b>	
<b>Regalia Badges, pens etc.</b> Brian to request a catalogue and Henry will order 100 pens for sale behind the bar.	BW/HR
<b>Claim for work not done</b> Henry has obtained a copy of the paperwork and it turns out that we have only been charged for the work done. No further Action required.	
<b>Appointment of Auditor</b> Henry has been in contact with a local lady who is qualified to audit our accounts and it was agreed that she should be retained as our auditor.	HR
<b>Honour Boards</b> Steve is in the process of manufacturing the new boards and they will be installed in due course.	SL/TW
<b>Bowls Stickers</b> It was suggested and agreed that all new playing members are given a set of bowls stickers when their membership is accepted.	ED SL
<b>Oaktree Care Homes</b> It was agreed that Janet and one other Exec member should arrange a meeting with a representative at our club to discuss sponsorship.	JM
<b>Craft Group</b> Jenny Dillely has asked if she could use the Clubroom on occasional Saturday mornings and afternoons for her Craft group. It was agreed that we allow this on a temporary trial period during the Indoor Season. Henry to draw up a suitable Hire Agreement.	HR
<b>Donated Bowling Equipment</b> – This is taking up room in the shed. It was decided that it should be sorted and anything not worth keeping should be thrown away.	PK/TW
<b>Old Chairs</b> – these should be scrapped as soon as possible.	
<b>Newsletter</b> – Brian agreed to start preparing a newsletter.	
<b>12. Applications for Membership</b> – Lisa Moore, Andy Dart and Suzanne Worth were accepted as new playing members	
<b>The meeting closed at 11.45am</b>	
<b><u>Date of Next meeting: 10<sup>th</sup> September 2021 at The Clubhouse.</u></b>	
Signed: .....Janet Moore (Chair)	Date: .....202

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