

# WELLINGTON (SOM.) BOWLING CLUB

## Minutes of the Executive Committee Meeting held on Friday 12th February 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:** No apologies all members present.

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

The minutes of the meeting held on 11th December were accepted as a true record except for clause 11(g) which has been amended, as below, by the addition of dates for clarity.

It was agreed that members who paid full outdoor membership for 2020 can for the 2021 season, 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.

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

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

Due to the Covid restrictions and little activity at the club since the last meeting Janet had nothing to report.

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

- Work will start soon on preparing the documents for Membership Registration and 2021 Fixtures so that they are ready for printing and distribution by the end of March.
- Henry explained that he, with the help of Jay, has resolved the problem with the Bowlr diary but we have to change the email address. The source of the problem has not been established. It was decided to re-start the system as soon as possible so that if there are any further glitches these will be found and resolved before the season starts.
- After encountering many difficulties Henry has registered for a grant with Somerset West and Taunton

#### **Membership**

We have had no applications for membership.

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

- Now that Richard Manning has agreed to source grant funding Eddy commented that we should have a member of the Executive Committee appointed to liaise with Richard on the source and progress of all grant applications. This information could then be passed to the committee on a regular basis. Paul Kelly volunteered and the committee approved his appointment. Paul said that he would contact Richard to explain the arrangement.
- Eddy then suggested that when new members apply to the club that they should be referred to him personally and he would then pass the details on to one of the coaching team who will then arrange the six session coaching courses at mutually convenient times. This will ensure that all coaches get a fair allocation of new members for coaching.

HR

ED

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

- a) The Main Boiler has been repaired. TW
- b) "TLS" have been chased regarding work to the front door. They are awaiting a part from Germany and will contact us as soon as it arrives. Tony to chase next week. TW
- d) Tony has spoken to the Fire Extinguisher engineer and was informed that they are not due a test until June, which is 12 months from last test. Tony will re book him early in June TW
- e) Cleaning appears to be ok. Tony has not yet been able to meet up with Diane to put a list together but will endeavour to do so in the next couple of weeks. TW
- f) The key for the gas cupboard appears to have gone missing. There are several bunches of keys and these will be tried when we get access to the club. TW
- g) Steve has obtained a key safe. This is to be positioned in the Lobby. TW
- e) Everything else is ok considering the time of year, and the green etc. is looking good. TW
- f) Tony has spoken with Jay and he will assist with setting up the club laptop so that it will link with club website etc. This can be done once pandemic restrictions allow. TW
- g) Tony is still looking for a way to link the "sumup" card reader to the internet. He thinks we will be able to link it via an old "iphone" he has somewhere. Will update at next meeting. TW

### **Green Report for Jan 2021 by Paul Kelly**

- a) The Green is looking in good condition at this point in the maintenance period, TW
- b) The moss treatments have reduced the amount of moss growing on the Green but we still have some small areas that will be treated in February. TW
- c) Nick mowed the Green last week that went well. TW
- d) The recent cold weather will stop fungal disease, Nick will monitor and treat when and if they show, as grass starts to grow faster, TW
- e) We have some repairs to undertake to the edging boards that need replacing Nick will plan this for early March. He will order the Tanalised Timber from the sawmill at Milverton to get a delivery in maximum lengths. TW
- f) Soil samples have been taken which will set the treatments and feeds programme for this season. The results are not back yet for the comparisons.

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

As normal at the moment nothing much to report.

- a) Steve asked if, when we return to bowling, we could perhaps have a Memorial Day for the people we have lost over the last year. The committee all agreed that this was a good idea but should be done when the present crisis is over and members can be involved. SL/JC
- b) We are still very uncertain about the bowls tour going ahead. Hopefully we will know more when the Prime Minister gives his report during the week commencing 22nd of February. Steve suggested that we should email all participants to see if they still want to go. He has heard rumours there are quite a few who do not now want to go. Janet said that she would ring John Cherry and discuss the situation with him and then report back to the committee for a decision. In the meantime, John should be asked to send an email to all members who have booked to ask them to confirm that they still want to go on the trip.
- c) It was agreed that as a club we should refund Bodmin's tour money to his daughter, whilst chasing a refund from Torquay. Derrick was asked to arrange. DA
- d) The de fib report was sent to S. Western Ambulance Service after this month's check.

### **10. Matters Requiring Attention**

- a) Opening of the Green - Brian reported that he had contacted the Mayor, Janet Lloyd and she has agreed to attend the Opening of the Green on April Sunday 11th April. We are to keep her informed of progress should the date be changed due to the uncertain Covid restrictions. TW

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|---|------|
| b) Membership Renewal - Henry asked all the Committee to read a copy of the Membership Form and suggest any alterations that need to be made.   | Exec |
| c) First Aiders - It was suggested that we should establish if any of our members had a current First Aid Certificate. We do have some members who have been certified but they are now out of date. Henry offered to find out if we could arrange a First Aid Course at the club and try to get as many members as possible to attend. | HR   |
| d) League Registrations - the club has registered all the teams with the appropriate Leagues.   |      |
| e) League Teams - Paul agreed to prepare the usual application sheet so that members can apply for membership of the league teams and indicate when they are available.   | ED   |
| f) Alarm Servicing and Emergency Lighting - Tony advised the meeting that the annual inspection was not due until September. We have been doing visual inspections and when the club is re-opened for general use we will revert to the monthly testing of the alarms.  |      |
| g) Fire Extinguisher servicing is due in June and this will be scheduled for then.  | TW   |

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

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| a) Open Day Weekend - It was agreed that arrangements for this event should be put on hold until the Covid situation becomes clearer. This item to be put on the Agenda for the next meeting in March.   |      |
| b) Grant Funding - Discussions took place regarding whether we should allow other local community organisations to use the clubroom. It was suggested that we should investigate fully the implications of doing this and we should check the law and regulations in respect of Licensing for alcohol consumption, food sales, insurance liabilities, and tax on profits as we are not registered as a charity organisation. The point was also made that as a Private Bowls Club our primary concern has to be the availability of all our facilities for members.<br>We also have to maintain the right to decide who and when other organisations may use the Clubroom and under what conditions. In addition, bookings would have to be strictly one off as block bookings may interfere with club activities. |      |
| c) AGM - This item was discussed at some length. To prepare all the paperwork and give one months' notice will take us past the agreed date of 15th March. In the meantime, it was agreed that in view of the current restrictions it would be better to postpone the AGM until such times as we can hold it in the clubhouse  | HR/B |
| d) All the members of the Executive Committee confirmed that they are willing to stand for election at the next AGM but if other Full Members wish to they are entitled to stand against them.   | W    |
| e) Brian to prepare a newsletter to members and circulate to all Exec. Members for editing.  |      |
| f) Janet proposed and it was agreed that we should have a special meeting on Friday 26th February to specifically discuss the implications of the Prime Ministers report which will, hopefully, allow us to plan for the start of the summer season. It was agreed that no other issues are to be raised at this meeting.  |      |

### **12. Applications for Membership - There were no applications.**

The meeting closed at 11.05am

**Date of Next meetings:** Special meeting 26th Feb and usual Exec. mtg. on Friday 12th March 2021 at 9.30am, both will be a Zoom meeting and the details will be forwarded by Tony W.

Signed: .....Janet Moore (Chair)                      Date: .....2021

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