

# Minutes of the Executive Committee Meeting held on Friday 8<sup>th</sup> April 2022 at the Clubhouse.

The meeting opened at 9.30am

## **1. Members**

Role	Name	Initials	Role	Name	Initials
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:** None

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

The minutes of the meeting held on Friday 18<sup>th</sup> March 2022 were accepted as a true record.

**4. Matters arising from previous minutes** (not included elsewhere on the agenda).

**a)** It was confirmed that Eddy should go ahead and book some rinks to hold an Umbrella competition on Friday evenings. A list to be put up on the notice board to see how many members are interested so that he can determine how many rinks to book.

**b)** Henry confirmed that he has ordered the flyers and other items for promoting the open day from Bowls England.

ED

HR

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

Since my last report we have had a very enjoyable Tour to Torquay. I would like to thank Steve, Janet and other members who helped with the organisation of the Tour. We look forward to another visit to Torquay next year which Steve has provisionally booked

On Sunday we have our Official Opening of the Green, an event we have not been able to hold for the past 2 years. This year we will hopefully have a full programme of Home and Away Matches. Our Green is looking very good thanks to Paul and the Greenkeeping team.

On Monday we have our SGM to discuss the Indoor Carpet followed by the postponed Open Meeting. Details of these meetings have been circulated by Henry.

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

**a)** Henry confirmed that the 2022 Membership Forms are steadily being returned and we have already received about 40.

**b)** The 2022 Fixture Book has been proof-read and delivered to Carley Press for Printing. It should be ready for distribution by next week.

HR

## **7. Bowls Coordinator Ed Dilley**

**a)** The Indoor season has now finished, and most members are looking forward to playing outdoors again.

**b)** An Indoor roll up has already been organised for Tuesday mornings.

**c)** At the last meeting I raised the issue of new members who have completed the six-week coaching course but not been given information about how the club operates, about how to behave at matches etc. etc. These members should be helped to integrate into club activities and given advice accordingly otherwise they will leave.

ED

<p>It was decided that the coaches should be asked to dedicate one of their sessions to addressing this matter.</p>	
<p><b>d)</b> Royal Household Windsor – An email has been sent out to members to find out who wants to go on the trip and who wants to play in the match. This is now getting urgent as we have to book the bus in May. Until we have numbers, we cannot establish the cost per member.</p>	ED
<p><b>e)</b> Car sharing – Eddy suggested that members should arrange their own transport to away matches until the Covid situation has eased. Members who met regularly could car share journeys or alternatively travel on their own. This would minimise contamination. This was agreed by the Committee and the issue would be raised again at the next meeting in May.</p>	
<p><b>8. <u>Asset Co-ordinator Tony Woollard</u></b></p>	
<p><b>1)</b> Still waiting for “Brendon Energy” to arrange replacement PV invertor</p>	TW
<p><b>2)</b> The indoor rink fans will be fitted with automatic switching during the summer months.</p>	TW
<p><b>3)</b> Outside work is still in progress. The lock on the back gate has been repaired, but further work is required to prevent re-occurrence.</p>	TW
<p><b>4)</b> Additional light planned to be fitted by entrance door to bar.</p>	TW
<p><b>5)</b> Parts obtained to speed up internet, to be fitted a s a p.</p>	TW
<p><b>6)</b> The fire and intruder alarms have been serviced. Awaiting “Abel Alarms” to fit new smoke sensor in indoor rink and battery on indoor rink emergency light.</p>	TW
<p><b>7)</b> New till ordered and training sessions arranged with “Sum Up”</p>	TW
<p><b>8)</b> Club room boiler to be repaired during annual service.</p>	
<p><b>9)</b> “Greengage” are aware that we need members approval for expense of renewing indoor rink carpet. Other suppliers have been approached (“Dales”) but they will only quote after a service visit, which they wish to charge us for. I have not been able to find anyone else to quote.</p>	TW Tw
<p><b>10)</b> have found a window cleaning contractor to take on the task of cleaning the windows inside and out. “Kev’s Cleaning” will clean windows inside and out (and the upvc roof on the porch) for £180 and clean the windows inside in the autumn for £100.</p>	
<p><b>11)</b> Repairs since March include a new flush button in the Ladies toilet and a repair to the irrigation system.</p>	
<p><b>12)</b> We also now have a newer laptop in the clubhouse (thanks to Alan Moore).</p>	
<p><b>13)</b> It was agreed that we should order a blind for the Disabled Toilet.</p>	TW
<p><b>Note</b></p>	
<p><b><i>Indoor Carpet</i></b> – <i>This matter was discussed at length by Club members at the Special Meeting on April 11<sup>th</sup> and it was agreed, unanimously, that we should place an order with Greengage to install a new carpet and underlay during the coming summer.</i></p>	TW
<p><b>9. <u>Functions Co-ordinator Steve Lovell</u></b></p>	
<p><b>a)</b> Last month we had to cancel the Bingo due to Covid doing the rounds at the club. It has also been cancelled for 9<sup>th</sup> April again due to covid. The next Bingo session will be on 23<sup>rd</sup> April.</p>	
<p><b>b)</b> Forty-eight members took a five-day break to Torquay, at the TLH Complex, which included bowls 2 matches per day playing teams from Devizes and The Port of Bristol. Everyone enjoyed themselves.</p>	SL
<p>I have already provisionally pre booked, with the Hotel, 28 rooms. A mixture of doubles and singles.</p>	
<p>I have also enquired and am awaiting a response from them about their organised outdoor bowling, which they also do in the summer with a choice of 20 other clubs to play against. When I get further information, I will pass it on. A few members have already shown an interest.</p>	SL
<p><b>c)</b> The last craft fair is on Saturday there will be no more until September after the outdoor season has finished.</p>	SL
<p><b>d)</b> I have received the new seats and coat hangers for the men’s changing room hopefully these will be constructed on Saturday whilst the craft fair is on.</p>	SL

<p>e) I am considering booking a Race Night for some time during September.</p>	SL
<p><b><u>Greenkeepers Report Paul Kelly</u></b></p>	
<p>a) We are on schedule for the Opening of the Green. It will be slow to start with, but it always is, and it will get faster quite quickly over the next few weeks.</p>	
<p>b) There is a problem with the irrigation system, and this is being addressed.</p>	PK
<p><b>11 Matters requiring attention: April /May</b> No items were raised.</p>	
<p><b>10 <u>Any other business</u></b></p>	
<p><b>a) Opening of the Green</b> – The weather was fine and the event was enjoyed by everyone who attended.</p>	
<p><b>b) Trustee request for Quarterly Accounts</b> – Clive Manning to be asked exactly what he wants.</p>	DA
<p><b>c) Open meeting</b> – due to the breakout of Covid the meeting was re arranged for 14<sup>th</sup> April. Tony to make a presentation about the proposal to replace the Indoor rink carpet and underlay. This matter then to be discussed with members and a vote taken on whether we should go ahead and order for installation this summer.</p>	
<p><b>d) Torquay Tour</b> – This event was again a great success and will be repeated next year.</p>	Exec
<p><b>e) Weekend Closing of the Clubhouse</b> – the committee to consider whether we should close the clubhouse at the weekend when there are no matches, competitions, or other events. Anyone wishing to book a rink can gain access through the back gate, but they will, of course, have to bring their equipment with them as there will be no access to the changing room. The reason for this change is the lack of security and the problem with locking up times.</p>	
<p><b>13. Applications for Membership</b> – None</p>	
<p>The meeting closed at 11.55am</p>	
<p><b><u>Date of Next meeting: Friday 6<sup>th</sup> May 2022 at The Clubhouse.</u></b></p>	
<p><b>Signed:</b> .....Janet Moore (Chair)</p>	<p><b>Date:</b> ..... .2022</p>