

# WELLINGTON (SOM.) BOWLING CLUB

## Minutes of the Executive Committee Meeting held on Friday 11th June 2021 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 Woppard	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 14th April 2021 were accepted.

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

**a) Coffee Machine** - Enquiries have been made regarding initial cost and maintenance and it was decided that we would not purchase a coffee machine. Coffee and tea would be served from the bar.

**b) The new Jacks and Mats** have been ordered but there is a supply problem and all the suppliers are out of stock. The order has been placed with Whitehead Bowls and they will advise us as soon as they become available.

PK

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

The last month has been very busy with a full programme of matches and the opening of the Clubhouse. It was great to see so many members playing on the Green. Although most members have received their 2 Covid Jabs and restrictions are easing we still need to remain vigilant to protect everyone. For many members it was the first time that they had been able to view the Clubhouse renovations and feedback has been very favourable.

Thanks must go to all the Captains and Selectors for their work involved in team selections and support by members in showing their availability for matches. Club Competitions are progressing well. Thanks to Henry for organising the Competitions. Thanks also to all those involved in the Open Weekend, it was good to see so many visitors and club members.

The Executive will be discussing security breaches and the various options available to avoid them in the future.

We look forward to further easing of restrictions so that we can have a programme of social events.

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

#### **Membership**

The renewal process is now complete and has worked well. All the necessary forms have been submitted to Somerset Bowls and affiliation fees paid.

#### **BowlR**

The system is working well and members are able to book rinks quite easily. I am getting a few questions on login details and also when people will be able to book rinks whilst in the club. I have spoken again to BowlR about adding people to playing slots and got the same answer – "Would be nice but don't hold your breath."

HR

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## **Covid Restrictions**

It is looking likely that the date for lifting the restrictions will be delayed and it is important that we comply with the track and trace rules. Sheets are now available near the entrance to the clubhouse and everyone must sign as they enter the club whether they are playing bowls or just visiting. Members to be reminded that Social Distancing to be maintained in the Changing Rooms.

HR

Other than that from my side everything seems to be going well but we will need to start planning, once we know what restrictions if any will apply, for the AGM which must take place in November.

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

### **Open weekend**

The event went very smoothly and I thank everyone who helped on the Friday and Monday sessions. I also thank Richard Manning and Richard Whiting our coaches who were ably supported by Paul and Nick. The weather was perfect and we had members who played on the spare rinks and others who watched. This all gave the impression that we are a very friendly and well organised club and everyone who attended had a good time.

ED

We had 22 guests on Monday and about 6 on Friday. I have tried to contact all of the guests who turned up to "have a go" on the Green and have left messages for some but they have not replied. However, others have already booked their coaching sessions and I am hopeful that we will get some new members.

TW

A problem was raised in that new members being coached may turn up at the club hoping for some practice but there will be no access to equipment for them to use. To resolve this eventually it was decided that a key to the equipment cupboard should be kept in the Key Safe.

ED

### **West Somerset League**

It was reported that the West Somerset League is now open to Ladies so we will contact all our experienced lady members to recruit more team members.

### **Matches**

The green is playing very well and members have enjoyed playing the home friendlies and the Thursday and Saturday matches despite some bad weather and the ongoing Covid restrictions.

BW

### **Competitions**

Our Competitions are now in full swing and progressing well.

**Bowls England Disability Bowls match** - It was agreed that we should inform them that we will host this match on Sunday 21st August 2022 and an email has been sent confirming the date. Arrangements for catering to be agreed nearer the date.

TW

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

a) TLS still waiting for part for front door. My understanding is that this is a problem with a supplier and it is affecting more than our job. Richard Bond, from TLS, is visiting next week. [SEP]

HR

b) Code lock on corridor door fitted and working. [SEP]

TW

c) Once we can open the clubroom to more members we can arrange training on laptop for BowlIR. [SEP]

TW

d) I have been approached about better lighting for the changing rooms, specifically the ladies, and we need to decide on this. [SEP] Agreed to be done as soon as possible.

TW

e) There is some work to be done outside mainly refixing lead flashing and some pointing work. This is planned for the summer months. [SEP]

TW

f) There is a problem with doors and back gate being left wide open when nobody on site.

Exec

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This is a security issue. I can understand the reason that one door is open (to access changing rooms) but cannot see a reason for any others to be open. [SEP]	
g) The outside clock is behaving erratically again. A new battery and cleaning the contacts made no difference. I suspect that that the radio signal, which is supposed to set the clock, is suffering radio interference. I would recommend fitting a standard clock which we would need to set ourselves. [SEP] It was agreed that a suitable clock should be purchased without delay.	TW
h) We have a 30-minute gap between rink times to give 15 minutes for members to leave after a game and then 15 minutes for members to arrive before a game. I have noticed this is being ignored by some members. I realise that the time gap was introduced as a pandemic measure, and is likely to be reviewed, so my concerns probably unfounded in the long term. [SEP]	
i) I have been approached by the bar steward regarding “non bar” related items in the bar store. I believe most of it is related to social activities, so should it be in the social cupboard? I believe that we could do with a cupboard for various facilities items to be stored and happy to receive ideas on where we could site this? [SEP] Steve Lovell has agreed to sort this problem out.	SL/TW
j) It has been reported that the light in the ladies changing room is “flashing”. It is an old fluorescent and it looks like the tube has gone. It is an 8 foot tube, which is difficult to obtain, so a new lamp is required. [SEP] Tony will purchase and install a new fitting. [SEP]	TW
<b>9. Functions Co-ordinator Steve Lovell</b>	SL
a) The Bar and bar Staff have been working without any major problems. We do occasionally have minor hitches with the Sumup which drops out sometimes but we are able to overcome this. It was agreed that Derrick will be issued with a copy of the Sum Up weekly reports.	SL
b) I have arranged a meeting of the Social Committee to start discussing future events. We have already arranged an Acoustic Night on 26th June but following the government’s announcement this will have to be delayed.	SL
<b>10 Matters requiring attention</b>	HR
a) It was agreed that the Indoor Carpet does not need re stretching this year as it has not been played on very much for the past year. When it is done next year it is important that the wood around the edge which holds the carpet in place is replaced.	
b) We need to revise the New Members Booklet so that it does not need to be updated each year.	
<b>11 Any other business</b>	HR
a) <b>Management Structure</b> - It was suggested and agreed by the Committee that the Head Green Keeper should become a member of the Executive Committee and the responsibilities related to that post should be independent and separate from the Asset Co-Ordinator's role. This will have to be approved at the AGM.	
b) <b>The decision on Car Sharing to away matches</b> to be decided by individuals.	TW
c) <b>Security</b> - The Committee discussed several issues with regard to security because doors had been left open when no one was in the club. If we were robbed or damage done to the club premises in these circumstances we would not be covered by our Insurers. It was decided that Tony to contact TLS to come to the club and advise on all the problem areas. A report to be further discussed by the Committee. Meanwhile an email to be sent out to all members making it clear that the last person leaving the club must close and lock all the doors and windows except the front outside door.	HR

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**d) Charity Collection Jar.** It was agreed that the club would have a charity jar placed on the bar and it was unanimously agreed that we would support Sour West Air Ambulance.

**12. Applications for Membership** - Trevor Jenkins, Mike Copping, and J. Walker (Outdoor) Elizabeth Copping (Social) All Approved

The meeting closed at 11.30am

**Date of Next meeting: 9th July 2021 at The Clubhouse.** (Subject to Covid Restrictions)

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

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