

# **CHELTENHAM WHADDON BOWLING CLUB**

## **MINUTES OF 92<sup>ND</sup> ANNUAL GENERAL MEETING OF CHELTENHAM WHADDON BOWLING CLUB HELD AT THE CLUBHOUSE ON 1<sup>ST</sup> NOVEMBER 2019 AT 7.00PM**

### **1. APOLOGIES**

Apologies for absence were received from Mr. Mike Newman (Chair), Mrs. Beryl Wood, Mrs. Jill Whistler, Ms Yvonne Anderson-Foss, Ms. Sue Faulkner, Mr. Malcolm Cooke, Mr. Judd Eastwood, Mr. Bob Savage, Mr. Ray Jones and Mr. Mike Butcher. A full list of attendees is included as an appendix to these minutes.

### **2. MINUTES OF PREVIOUS MEETING**

The minutes of the previous meeting on 02 November 2018, having been made available, were taken as read and approved on the proposal of Mr. Steve Gilman, seconded by Mr. John Petchey. There were no matters arising, so the minutes were duly signed by the acting Chair.

### **3. STATEMENT OF ACCOUNTS (by the Treasurer, Mr. Dave Simmons)**

I would like to thank a few people for helping with the Treasurer's role this year. Don Hughes for his ever-vigilant auditing and prompt action to enable us to present an audited set of accounts (attached as an appendix to these minutes) to today's AGM and to the committee for their ongoing enthusiasm and trust in me continuing with the Treasurer's role.

On an accrual accounts basis the club returned a small surplus of £33 in the last financial year – on a cash flow basis we realised a deficit of over £7,300. This is due almost entirely to the purchase of the new mower for the green. For cashflow we account for the total purchase price (£8,334) in the one year, and on the accrual basis we can spread the purchase cost over 10 years and show a charge for depreciation each year.

Income was approximately down by £3,000 against the previous year – in the main due to lower bar receipts and member subscriptions. The coffee mornings, 50 club, social events, book sales, short mat continue to prove to be a fantastic source of revenue – in excess of £6,000 last year – so a massive thanks to all members who give up time to organise, attend and spend money on these events. On that note we still need 3 volunteers to run the coffee morning planned for January.

Expenditure, once the new mower has been deducted, has actually reduced by £3,000 compared to last year. The full year effect (around £1,400) can be seen in the cost of waste management since changing the contract from Biffa to Cheltenham council, the conscious decision to spend less on general maintenance, lower bar purchases, higher catering costs -these are the main contributing factors to this reduction.

In order to fund the new mower we closed the low interest bearing Post office savings account so all club monies are held with the one current account at HSBC. We did make an application to Sport England but were unsuccessful, as they will not fund replacement equipment.

The contract for green maintenance was awarded to Avonmore for an initial period of one year – the reduction in current green costs is, in part, due to not having to purchase top dressing and chemicals for this year's winter maintenance. A truer comparison of price will be to compare the green costs for 2017/18 (£11,000) to our estimate with Avonmore – currently around £9,000.

Sadly, there were 2 incidents earlier in the year, in which cash went missing, which were unfortunate, as the Club runs very much on the basis of trust between members. These incidents reinforce the need to be remain vigilant.

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The Captain's charity raised £85 but is not shown separately, as it missed the end September cut off – but a cheque will soon be on its way to Maggie's cancer charity.

The committee strives to make decisions to keep the club viable financially whilst seeking to make improvements where we can. Suggestions for improvements, different ways of working from members are welcome and are considered/evaluated by the committee – so please feel free to innovate and even consider standing for a committee position.

## 4. OFFICERS & SUB-COMMITTEE REPORTS

### a. Secretary (Mr. Andy Todd)

As this was my first year in this post, I would like to start by thanking all who have helped me to settle in, especially the committee and my predecessor (Jane Hawkes). I will try to concentrate on changes in the Club during the past year and in the near future from my point of view, some of which I will only mention, as others following will deal with them in more detail and I would not wish to steal their thunder.

Recently one of our Club Trustees, John Robinson, has resigned as he has moved away from the area and I would like to pay tribute to his long service with the Club in this and many other positions. We need a minimum of 3 Trustees, who are appointed by the General Committee and I would like to reassure the meeting that we are currently and actively seeking a successor.

As you are all aware, there was some disruption in early part of year, as first Nigel, then Derek resigned from the captaincy, so Dave Hooper, having been elected by the Committee as Vice-Captain, suddenly found himself pitched into the top spot. He has done a good job in settling things down, not least in his charity work, which Dave alluded to earlier.

There has been a significant change in management of the Green, which as Dave said earlier, is now contracted out to Avonmore: the background and effect of this will be dealt with later in the House & Grounds committee report.

Our Open Day in May was very successful in attracting new members and we will try to build on this in the coming year. In fact, it was almost too successful and put some pressure on the Club's coaches to teach new bowlers the basics of the game. Thanks are due to Roger Avery for his efforts in arranging a number of sessions.

During the year the Committee had much discussion on our membership structure, in particular the Social Plus category, so Dave Simmons and I undertook a review, which concluded that the present structure had worked well and recommended no change. The Committee accepted this recommendation and also proposed no change in subscription rates for next year.

I have spent some time this year on developing the Club Web site to make it a more effective and speedier way of communicating with you, the members. I have added the Google Calendar to act as a single point of reference for all events at Club, not just for matches but for all social and other events which take place at the Club. Where possible I have put in selected teams, which I hope will have saved time and trips to the Club to find out if you are playing. If there is anything else you would like to see on the website or you need to advertise events, just let me know.

As you know establishing availability of members to play and communicating the selected team have caused some problems: modern technology may be able to help solve some of these problems, so I have

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started a pilot project using the Spond application for people playing in the County Short Mat leagues. There is a limited to the pool of 16 players signed up for these games, but if it goes well, then we may be looking to introduce it for all Club matches next season.

I have recently set up a new Facebook Page for the Club, which is more manageable than the current profile. I would like to remove that profile and replace it with the new page, so look out for more developments there.

Speaking now as Competitions Secretary, I would like to thank the Competitions committee for their support. Many people helped on Finals Day with marking and other necessary jobs and I was particularly grateful to Yvonne for organising refreshments. From my point of view, as someone involved in multiple finals, the format over 2 days worked well and we intend to retain it for next year.

Finally, I cannot finish without mentioning the Club's involvement in the County Short Mat leagues: we now have a team in Division 1 of the Senior's League and though we are still down in Division 3 of the main Winter League competition, we are holding our own and were only a few points from promotion last season. It's a change from the normal round of bowling clubs and we get to visit some interesting venues.

### b. Captains' Reports

#### a. Men's Captain (Mr. Dave Hooper)

First of all, I would like to say a big thank you to all the members for the support that they have given me this season, it has been a challenge, one that I have enjoyed immensely.

I would also like to thank other members:

Steve Gilman – seniors captain, for his help and assistance, whilst also acting as my vice-captain and taking the reins when I have not been available. Also, to Malcolm Hodges for his knowledge and experience on the selection committee.

To Steve Pattenden and Peter Weir, our fixtures secretaries for their hard work in arranging the fixtures for the season.

To others, they know who they are, who have maintained and prepared the green throughout the season – giving us an excellent playing surface – acknowledged not only by us but by visiting teams, who have paid compliments to the club.

To all those who have provided refreshments and/or set up the catering for all our home games. The sandwiches and cakes have been of the highest standard, appreciated not only by ourselves but also the visiting teams. The excess of sandwiches has also helped keep Dave Hearle from starving throughout the summer months.

Our performances in the Club friendlies has been somewhat mixed – winning approximately 50% of the games played – a number of defeats and two games cancelled.

The main thing is that everyone gets the opportunity to bowl, both home and away and that the members enjoy the games.

#### b. Ladies Captain (delivered by Mrs. Brenda Miller in the absence of Mrs. Jill Whistler)

I apologise for not being able to attend tonight's AGM unfortunately I have family commitments which necessitate me going to Chester again but am sure Brenda will relay my message and thanks to all committee members.

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I would like to thank all the ladies for making themselves available to play. We didn't have too good a start to the season but gained more points towards the end of the year. We have had to call on ladies that have never played league before but you all did well and I am sure that this year's experience will shine through for next year. Thank you.

Congratulations to all trophy winners. Thank you for all the help received with regard to catering, especially on presentation night for excellent deserts made.

The green started playing very well towards the end of season and next year brings promise of better things. Keep up the good work chaps; we have a good team of helpers, long may it last.

Good luck to all new nomination winners for next year.

### c. Mid-Week Triples (Mr Steve Gilman)

We played 25 games with only 1 cancelled due to a waterlogged green. 38 members played during the season and 20 games were oversubscribed: what a pity club games are not so popular! Of those games we won 14.

Thanks go to all who helped with setting up the green, with teas and washing-up and transport arrangements.

Next year's fixtures are now in place and we have 12 home and 14 away games. Finally, a massive thank you all those who stood in for me as captain and to Peter Weir for his tireless work in arranging the fixtures.

### d. Membership Secretary (Mrs Carol Savage)

At the start of the season we had 51 full members (34 Men & 17 Ladies), 20 Social plus members, 10 social members & 1 new bowler.

The Open day held on 19<sup>th</sup> May was very successful, with over 50 visitors, who were made very welcome by all our members, and resulted in a further 12 new bowlers & 6 social members joining the Club. Half of these are well established and have been playing matches and embracing the whole club experience. I am confident that next year might see the other half get more involved.

I would like to thank Roger Avery for organising the coaching sessions early on and Andy Todd for assisting with this. I would also like to thank Richard Mason, Jan & Jim Bowd, John & Jill Martin & Bob Savage for arranging and playing in informal games for the new bowlers.

Open day next year is on Sunday 26<sup>th</sup> April. I think it would be useful to put in place a "buddy" system to introduce new members gently into the workings of the club.

### e. Fixtures/Match Secretary (Mr Steve Pattenden)

I would like to take this opportunity to thank Peter Weir for his continuing work in pulling together this and next year's fixtures for the Afternoon Triples matches, which as noted earlier are now complete.

When I was co-opted onto the General Committee in June to act as Match/Fixture Secretary I needed to establish the Club's requirements and strategy for club fixtures, so a sub-committee comprising myself,

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the captains and Peter Weir was set up and in July proposed the following guidelines, which were approved by the General Committee.

- No new men or ladies only fixtures will be agreed: any new fixtures will be mixed club games
- Wherever possible new fixtures will be arranged as Triples, as it was thought that members generally prefer this format, since it provides individuals with more input and playing fulfilment. This also helps the captains and selection committee, given the problems we have sometimes had with availability, since only 15 or 18 players are required, rather than the 20 or 24 for Rinks.
- Wherever possible we will seek the agreement of clubs with whom we have existing fixtures to change these from Rinks to Triples: so far this has been agreed for 6 matches next season, nearly half of our weekend fixtures.
- We will try to arrange weekend matches with a standard start time of 2.30pm, subject of course to agreement with our opponents.
- The standard start time for mid-week triples matches will be 1.30pm, which should help to avoid problems with negotiating rush hour traffic, experienced by ourselves returning from away games and by visiting teams on their way home.

I am pleased to advise the meeting that almost all our regular weekend matches have been confirmed and there will be 2 new fixtures with Coleford at home on Saturday 4<sup>th</sup> July (away in 2021) and with Manor Park, Malvern at home on Saturday 8<sup>th</sup> August (away in 2021).

Notable events are:

- Opening of the Green will be on **Saturday** 11<sup>th</sup> April 2020, as it would otherwise fall on Easter Sunday
- Club Open Day will be on Sunday 26<sup>th</sup> April: this year's event was a great success in finding new players, so we thought bringing it forward would allow new players to participate in more of their first season
- The Men's Festival this year will take place on **Friday** 8<sup>th</sup> May, as the early May Bank Holiday has been moved to celebrate VE Day
- The Club will be hosting 2 County matches next season: Glos Vice-Presidents v. Northamptonshire Vice-Presidents on Wednesday 22<sup>nd</sup> July and Gloucestershire Ladies v. Worcestershire Ladies on Wednesday 20<sup>th</sup> May. The Club will be looking for volunteers from the membership to assist in preparing for and hosting the representative games to ensure their success.
- It is our turn to host the Jubilee Trophy on the late May Bank Holiday on 1<sup>st</sup> June
- The Ladies' Festival will be on 22<sup>nd</sup> August
- At Wotton Bassett's request fixtures against them next season will be mixed, rather than men only.
- Finally, the Closing of the Green will be on Sunday 20<sup>th</sup> September

f. House & Green (delivered by President on behalf of Mr. Mike Newman)

There has been very little to do on the house side of things. The committee has discussed installing a disabled toilet but the only place I could see this going was in an area between the gents & ladies toilet doors. After some thought I felt the club wasn't really gaining anything, so I spoke to a builder to see if it would fit in the Gents toilet and after looking at the space he assured me it would. It would require taking out the toilet and building a new stud wall to the correct dimensions, widen the doorways and install disabled toilet, new urinals/sinks/pipework/tiling. *[Secretary's Note: The Treasurer has negotiated a grant of £2,500 (50% of the estimated cost for this work) from the Borough Council].*

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Most of the time this season was spent outside and the main concern was the green. It was therefore discussed and agreed at Committee that we needed to purchase a new mower to replace the old one.

However, I felt we struggled through the season with its condition and therefore we called in Avonmore, the Green Specialists, for a meeting to discuss what they could offer attended by Chairman, President, Secretary and Treasurer. Following these discussions, I proposed to the Committee that we dispense with Simon Pearce's services and contract Avonmore to treat our green, which they agreed unanimously. This meant that we would have to take over the job of mowing the grass ourselves to keep expenses down. Fortunately, I been able to put together a marvellous team of 14 members who give their time to cut the grass every day, weed borders & sweep paths. They do a fantastic job and they do it with pride. I think the Green is in good hands and I trust we will produce a better bowling surface for the coming season.

### **5. PROPOSITIONS**

- a. To confirm the following changes to Club Rules as agreed by the General Committee and therefore proposed and seconded by the Committee:
  - i. Amend Club Rule 2 (c) Selection Committee, to read: Selection Committee, which shall consist of the Captain, Vice-Captain, Ladies Captain, Seniors Captain and 2 elected members.

Following a proposal from the floor, the Committee accepted an amendment to add the words 'for mixed club games' to this rule. The rule as amended was then approved by show of hands.

- ii. Amend Club Rule 7 (b) by inserting the following sentence "Socks, if visible, should also be grey or white."

Mr Richard Mason spoke to this proposition, as he felt it had arisen from incidents involving him. Though he supported the proposition, which clarified the rules on dress on the green, others had drawn attention to his alleged infractions, in a way which could almost be construed as bullying. He felt well able to defend himself in this respect, but he was mostly concerned that new members could be discouraged by overreaction to minor breaches of etiquette, which were bound to occur as they were learning the game. His comments provoked a more general and occasionally impassioned discussion on the etiquette of bowls, how to communicate it to new bowlers and how more experienced bowlers should handle such situations. Suggestions included production of a Club Handbook containing basic club information which would include a section on etiquette, to be handed out to all new members. The matter was referred to the General Committee to produce proposals. The proposition was then put to the meeting and was carried by show of hands.

- b. To amend the Constitution by deleting paragraph 2.4 (Qualification period to stand for office).

The Secretary spoke for the proposition on behalf of the Committee: we considered that it was unfair to exclude new members and prevented the club from benefitting from skills and abilities they might bring to it. There being no opposition to the proposition it was carried by show of hands.

### **6. POLICY ON VISITORS AND GUESTS**

The Secretary noted that for some time Club Rule 8 concerning visitors and guests had been ignored and that this non-observance had in fact resulted in a dispute during the summer. Therefore, the Committee gave notice that from the beginning of the next outdoor season they would insist on members who introduce guests signing them in as laid down in Rule 8. A number of members objected that, as we held a full licence for our bar, which allowed us to serve anyone, we did not need to record visitors and that we could not

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legally refuse entry. Members of the Committee responded that the full licence had been obtained to make it easier for the club to put on events attended by non-members, rather than going through the process of applying for a special licence for each event. We were a private members' club and holding a full licence did not mean that we were bound to serve any member of the public. After some debate the meeting agreed to refer the matter back to the Committee for further consideration.

### **7. ELECTION OF OFFICERS**

As there was only one nomination for all officers and committee posts the Chair proposed that the meeting take the election of these en bloc. The meeting agreed and elected the following:

Officers:

President:	Mike Newman
Hon. Treasurer:	Dave Simmons
Hon. Secretary:	Andy Todd
Men's Captain:	Dave Hooper
Men's Vice-Captain:	Not filled
Ladies' Captain:	Jill Whistler
Ladies' Vice-Captain:	Brenda Miller
Midweek Triples Captain:	Steve Gilman
Fixture Secretary:	Steve Pattenden
Membership Secretary:	Carol Savage
Competition Secretary:	Andy Todd
Welfare/Safeguarding Officer:	Not filled
Press/Events Officer:	Colin Bassett
General Committee:	Peter McGiffie, Richard Mason, Don Bailey

Committees (not including ex-officio members):

Bar:	Jim Bowd, Mike Newman, David Hearle
House & Grounds:	Mike Newman, Ray Hawkins, David Hearle
Selection:	Carol Savage, Jan Bowd (both nominations from the floor)
Competitions:	Jan Bowd, Jill Whistler, Carol Savage, Geoffrey Hack (nominated from the floor)
Social:	Colin Bassett
Ladies' Selection:	Jan Bowd, Carol Savage

### **8. LIFE MEMBERSHIP PROPOSAL**

Though not on the agenda the Chair, with the consent of the meeting, allowed Mr. Derek Fry to propose that Life Membership should be offered to Mr. John Robinson in recognition of his long service to the Club. The Chair noted that under the Constitution only the Committee may propose life membership. The President explained that for some years it had been the Committee's policy not to recommend any further Life Memberships. The matter was referred back to the Committee to reconsider whether it should continue with this policy.

### **9. CLOSING ADDRESS BY THE PRESIDENT**

In closing the meeting the outgoing President, Mr. Ray Hawkins, gave the following address:

“Firstly, I would like to welcome our new members, who I'm sure will enjoy the club and become

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excellent bowlers. I would like to give thanks on behalf of the members to the officers and members, who give up their time and work tirelessly to run the club. This year has seen major improvements to the green with Avonmore to look after the treatments and we have an excellent team of volunteers, who cut and trim the green and maintain the borders and do lots of improvements and repairs to the clubhouse.

The Club relies mainly on volunteers, so please help out when you can, no matter how small the task, it all helps.

We have a great facility here, an excellent social side and a highly improving bowling side. But with all facilities there are occasional differences of opinion on some matters, so let's not look for criticism but look for solutions.

This is my final year as President and I thank you all for your support. Finally, it gives me great pleasure to hand over the Presidency to Mike Newman and wish him success and support from us all."

Mr. Hawkins then presented Mr. Newman with the chain of office and declared the meeting closed.



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## APPENDIX A: STATEMENT OF ACCOUNTS FOR YEAR ENDING 30 SEPTEMBER 2019

<b>BAR TRADING ACCOUNT</b>				<b>2019</b>	<b>2018</b>
	SALES			30,526	32,065
	LESS COST OF SALES:				
	PURCHASES	18,291		19,594	
	ADD OPENING STOCK	2,775		2,927	
		21,066		22,521	
	LESS CLOSING STOCK	2,783		2,775	
				18,283	19,746
	<b>GROSS PROFIT</b>	(TRANSFERRED TO		12,243	12,319
		REVENUE ACCOUNT)			
	<b>GROSS PROFIT % RETURN</b>			40.11%	38.42%
<b>REVENUE ACCOUNT - INCOME</b>					
	BAR RECEIPTS	12,243		12,319	
	SUBSCRIPTIONS	9,605		10,641	
	SHORT MAT FEES	1,234		1,243	
	Coffee Mornings	1,189		1,209	
	50 CLUB	1,944		2,048	
	RAFFLES	1,026		764	
	DONATIONS	780		2,105	
	Social Club	741		1,334	
	POST OFFICE A./C INTEREST	69		34	
	CATERING	665		422	
	Probus / Hire of Club/Green	1,980		1,725	
	Misc	144		0	
	SALE OF BOOKS	623		345	
	BADGES, TIES, MISC STOCKS	55		10	
	FRIDAY TRIPLES	621		988	
	shirts & jackets	159		-	
	sales of rolls	232		-	
	AFTERNOON TRIPLES	270		-	
				33,580	35,187

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<b>FIXED ASSETS</b>						<b>2019</b>		<b>2018</b>
		SCHEDULE AT PAGE 4				9,425		2,343
<b>CURRENT ASSETS</b>								
	STOCKS	-BAR		2,783		2,775		
		-GREEN		403		403		
		-BADGES,TIES etc.		-		-		
		SUNDRY PREPAYMENTS		-		392		
	CASH	-IN HAND						
		-CURRENT ACCOUNT		17,130		17,139		
		-FLOATS		550		741		
		-NAT. SAVINGS ACCOUNT		-		7,142		
				20,866		28,592		
<b>LESS LIABILITIES</b>								
		SUNDRY CREDITORS		-		677		
		NET CURRENT ASSETS				20,866		27,915
		TOTAL ASSETS				30,291		30,258
<b>GENERAL RESERVE</b>								
		BALANCE AS AT 1ST OCT. 2018				8,857		9,179
		TRANSFER TO BUILDING/MAINTENANCE RESERVE				0		0
		NET SURPLUS/(DEFICIT)				33		-322
						8,890		8,857
<b>BUILDINGS/EQUIPMENT MAINTENANCE RESERVE</b>								
	B/F					21,401		21,401
		TFR FROM GENERAL RESERVE				0		0
		TFR FROM INCOME FOR YEAR				-		-
		DRAWDOWN OF RESERVE IN P&L				0		0
	C/F					21,401		21,401
		TOTAL RESERVES				30,291		30,258

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<b><u>SCHEDULE OF FIXED ASSETS</u></b>					
<b><u>30TH SEPTEMBER 2019</u></b>					
		CLUB PREMISES	FIXTURES FITTINGS	GREEN EQUIPMENT	TOTAL
<b>COST</b>					
BALANCE AT 01.10.2018		56,732	45,209	-	101,941
ADDITIONS IN THE YEAR		-	-	8,334	8,334
BALANCE AT 30.09.2019		56,732	45,209	8,334	110,275
<b>DEPRECIATION</b>					
BALANCE AT 01.10.2018		56,732	42,866	-	99,598
PROVISION FOR YEAR		-	418	834	1,252
BALANCE AT 30.09.2019		56,732	43,284	834	100,850
<b>NET BOOK VALUE</b>					
AT 30TH SEPTEMBER 2018		0	2,343	-	2,343
AT 30TH SEPTEMBER 2019		0	1,925	7,500	9,425

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## APPENDIX B: ATTENDEES

Total in Attendance: 45

Apologies: 10

David Hooper  
Sue Broughton  
Eddie Broughton  
Jacqueline Simmons  
David Simmons  
Richard Mason  
Peter McGiffie  
Pat McGiffie  
Jan Hawkins  
Ray Hawkins  
Jan Bowd  
Jim Bowd  
Derek Fry  
Colin Bassett  
Gill Bassett  
Malcolm Hodges  
John Petcheyt  
Geof Hack  
Don Bailey  
John Robinson  
Alan Adams  
Steve Pattenden  
Peter Robbins  
Bernard Plain  
Pamela Plain  
Eldon Thomas  
Tudor Morris  
David Rose  
Don Hughes  
Andy Todd  
Phil Nelson  
Debby Hooper  
Frank Ladbrook  
Carol Savage  
Peter Weir  
Steve Gilman  
Sue Gilman  
Nigel Kavanagh  
Angela Utteridge  
Doreen Morris  
Brenda Miller  
Teresa Adams  
Ken Aldridge  
Nigel Summers  
Gail Gilbert