

WELLINGTON BOWLS CLUB

Minutes of General Committee Meeting held in the Clubhouse on Wednesday 15th January 2020

Present J Moore, G Groves, T Gibson, C Williams, H Richbell, A May, Roland Bath, J Merrell, H Richbell, J Cherry, D Alford, Di Dagg, A May, B Wombwell (Minutes)

1) Apologies P Kelly, A Cowling,

2) Chairperson's Opening Remarks

We are still looking to fill the Secretary's post and at the Executive Meeting it was decided that we would split the workload of this post and try to find two members to share the role. I have emailed the members who have email addresses but have had no response.

Jay and Bill Warnett have produced proposals that radically change the way in which the club is organised and this will be discussed later in the meeting.

Janet then commented that she was pleased to report that Marguerite Nichols had volunteered to take on the role of Catering Officer and her appointment was approved at the last Executive Committee Meeting.

3) Minutes of the last meeting

The minutes of the November meeting were approved without comment.

4) Matters Arising from the November Minutes

The Maintenance Book is still being progressed.

Job Descriptions for all posts are in progress.

The Membership Form for 2020 is being modified.

5) Secretary's Report

No report but Janet thanked Chris for doing the November minutes.

6) Treasurer's Report - December 2019

See appendix 1

7) Ladies Administrator

No Report but there is a Ladies meeting tonight.

8) Membership Secretary

a) Quiet time and not much change at the moment but one member has resigned due to a move to Lancashire.

b) We have one new Indoor Member who has indicated that they will join as a full member in April.

c) Chris raised the question of email contact with members. He informed the committee that in accordance with the Data Protection Act the club must restrict the availability of the list of members email addresses to a very small number of designated members. This affects the distribution of information more difficult and he suggested that we should amend the Membership Form so that members may opt in or out of the email distribution list. Compiling and managing two lists of members, one who opt in and one who opts out, of the distribution lists could be very difficult. This will mean that the onus for getting information will fall on those opting out of the list but they can do this on the website or club notice board. Jay said that in the future we should consider joining one of the websites that has Restricted Groups or one of the Club Management sites. It was decided that we should amend the Membership Form immediately and the problem can be re assessed when the full scale of the problem is re assessed.

9) Men's Captain Report

No report

10) Ladies' Captain Report

Gill said that she has received a copy of the fixtures from Jay.

11) Mixed Captain's Report

Nothing to report.

The question was raised about the Trip to Windsor and Brian Wombwell gave the following information:

We have 46 people on the list, including bowlers and supporters, who wish to go on the trip and we are in the process of negotiating a price with Redwood Coaches, which we anticipate will be between £750 and £800. Our

list comprises 24 men, 15 Ladies and 7 supporters. The cost of travel will, therefore, be approximately £18 but this will rise if anyone drops out. The Windsor Club have told us that they can only cater for 40 visitors and the cost of the meal will be an additional £6. This will not apply for those not having the meal but the club facilities will be freely available for those not having the meal. Brian will place the order for the bus but the trip organisation and team selection to be organised by the Mixed Team Selection Committee.

12) Fixture Secretary's Report

1. One extra tour match has been arranged versus Long Crendon & Waddesdon BC on Monday 15th June. We have a home East of Exe match that evening so we have agreed 6 triples with a 2.00pm start, tea and biscuits after 9 ends. Our opponents will be playing in greys, Roland has agreed that we will do likewise.
2. For our trip to Windsor Castle Brian reports that the Outdoor Mixed Friendlies Team Selection Committee has taken over organization of the trip. Brian has ordered the coach from Redwoods Coaches. They are the cheapest at £795 and the manager there knows Roland very well so will liaise directly with him to ensure that everything goes well.
3. Brian has agreed to compile the fixture booklet and arrange printing. I will forward the fixture list as it stands to him later today. Experience shows there may still be changes to the fixture list before the start of the season.
4. Gill has forwarded her words for the President's Message and we will include the comments endorsed by Paul regarding moving the mat and following feedback from the last GCM include a sentence about correct footwear on the green.
5. The deadline for submissions has passed and no others have been forthcoming. Brian is having an operation on his hand later this month so there isn't any leeway to extend the deadline.
6. The list of partners to be included and thanked is-
 - A & D Garage Doors. Yeovil
 - Les Marsh Carpets. Taunton
 - SCF Builders. Wiveliscombe
 - Wellington Motors
 - Relyon
 - Viridor
 - Taunton Deane Borough Council
 - Carly Press (who usually discount the fixture booklet in exchange for a colour back page advert)

13) Competition Secretary's Report

- a) The Competition Forms are being prepared ready for the summer season.
- b) Henry told the meeting that the Triples Competition would not be included on the Competition Form as this event is held well into the season and some members have to scratch due to holiday or other commitments. This makes the organisation of the teams very difficult and complicated. He has decided that it will be a separate event and members will be invited to take part later in the season.

14) Indoor Secretary's Report

- a) The five leagues are progressing with a programmed period with no matches over the Christmas period.
- b) Indoor matches for the Men's Singles and Ladies' Singles are complete.
Congratulations to - **Men's Singles Winner** - Martin Speakman **Runner Up** - Rob Higgs
 Ladies Singles Winner - Marguerite Nichols **Runner Up** - Janet Vile
- c) The Mixed Pairs Competition is underway with the final match scheduled for Sunday 26th January at 11am
- d) The Open Singles competition is now inviting entrants with a sign up on the Indoor Notice Board. (Closing Date is 22 Jan at 6pm). Competition details are on the Notice Board with copies placed on tables in the clubroom.
- e) Winners and Runners Up of all competitions will receive cash prizes and Trophy Shield at the Presentation Night in October.

Other Indoor Issues

- f) John reminded everyone he ceased to act as Welfare Officer at the last AGM and the post remains vacant.
- g) John also ceased as the General Committee representative on the Think Tank but is continuing the role for the time being. He queried whether the Think Tank should be stood down until the role is filled.

h) Torquay Tour - this has been arranged for 6th April and a date will be set for a meeting for all those going on the tour to explain the various protocols that apply and answer any questions. 40 member players have confirmed with 5 supporters.

i) John said that he had been asked if a member could use the disabled wheelchair normally used on the Outdoor Rinks. It was thought that this could be a hazard to players and the user due to the restricted space on a single rink. The matter will be referred to the Executive Committee for a decision.

j) A question was also asked if the Men's Leagues could be extended to Thursdays to reduce the number of 8pm to 10pm sessions. John agreed to look into this for next season but said it would reduce the availability for members practice or ad hoc Roll Ups.

15) Bar Stewards Report

I still do not feel fully in place but I will get there and hopefully keep all existing personnel on board.

I want get the bar committee together and find a way to improve the communication between all involved.

For instance twice my name was been put down to man the bar without my knowledge, once I was on the way out after an afternoon match was able to skip tea and do it, the other I never found out till a few days later.

I look forward to being involved in the alterations to the Club Room and bar.

16) Think Tank Report

a) The last Think Tank meeting was held 18th November. Feedback from the General Committee Meeting is published in the November General Committee Minutes.

b) Following input from members it is recommended that future AGM's give a limited period of time at the end of the Agenda for members to raise any issues or suggestions that concern them. This should augment but not replace pre submissions in writing ahead of the AGM's to add to the formal meeting Agenda. Any issues of value should then go forward to the General Committee for consideration.

c) Future Think Tank meetings will be set for a date to be agreed in late January or early February 2020.

17) Social Committee Report

The Race Night is this Saturday night and there are 37 names on the attendance list and other members have indicated that they may be coming.

The Bingo sessions have proved very popular and the next event is on February 25th

18) Green Representative's Report

a) The Green Maintenance Team managed to carry out all the necessary work on the Green while the equipment was off site due to the building works. This required considerably more planning and operation time. Paul said he was very pleased to report that all the equipment and consumables are now relocated in the new storage area on site. The new store allows us to easily access each piece of equipment individually unlike the original store where we had move things around all the time.

b) The Green has been mown when the weather has allowed so that the grass is kept at a reasonable height. Mowing allows the grass to put strength into the roots, which particularly helps the new seed growth and strong germination. We do have a problem with more moss compared to this time last year and we are applying multiple doses of moss killer to check this problem.

c) Soil samples were taken in December and we are expecting the results back at the end of January. The results will allow us to devise an action plan to continue making improvements to the Greens' soil structure, which reduces the need for more fungicide.

d) The wooden timbers that support the edging carpet around the green need replacing. The Green Team will do this work during suitable weather conditions in February.

19) Building Representatives Report (Report from Tony Gibson)

The extension is almost complete with just a few small items to complete and removal of their equipment from site.

There are a number of issues from the Fire Assessment Report. We have 3 months to complete work relating to this and the recommendations contained in the Report. Our Main issues are:

1 Replacing the Kitchen Door with a compliant Fire Door

2 The main corridor, between the main entrance door and the clubroom is a Fire Exit and is partly clad with wood panels that must be fire proofed with special Intumescent paint which is extremely expensive. An

alternative would be to strip out the wood panelling and line the walls with fire retardant boarding. Costing for both alternatives should be submitted to the Executive Committee for a decision and approval.

Tony had spoken to Steve Horrill, who had agreed to take on the role of Fire Officer and would be consulted about recommendations made in the Fir Assessment Report

20) Catering Officer's Report

No Report

21) Any Other Business

- a) Clubhouse Extension Update (see Item 19 Building Representatives report).
- b) EGM Meeting - Items to be discussed with members. This has yet to be arranged.
- c) Jay has submitted a Proposal, which suggests that the Hierarchy and Structure of the club administration should be comprehensively overhauled. This is necessary because the membership has massively increased from 80 to 145 Full Members with an added 20 Indoor Members. This has greatly increased the work of the individual volunteer members in all the different sectors who carry out their duties. Basically the plan would be to appoint four Managers who would each be responsible for running a department i.e. Asset Manager, Administration Manager, Functions Manager, and Bowls Manager. These managers plus the Chairperson and the President would comprise the Executive Committee. The various elements of the club administration would be sub divided and allocated to the four departments with each element having a separate committee. There was considerable discussion between the members and potential difficulties were raised but members agreed that something had to be done otherwise the club administration would implode with disastrous consequences. It was decided that copies of the Proposal would be sent to all members and an EGM would be called so that members can be consulted and have the opportunity to air their views before a vote is taken. This meeting to be held as soon as possible so that if a decision is made to adopt a new system the job descriptions and skills needed for each position can be identified.

Date of Next Meeting

Wednesday 11 March 2020 starting at 9.30am in the Clubhouse

Approved and signed by the Chairperson as a correct record _____

On _____

