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**MINUTES OF THE ST ATHAN GOLF CLUB GOLF COMMITTEE MEETING**

**Tuesday 8th December 2020**

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| Present: | P Lindsay  B Asbury  L Sloan  A Williams  S Kenyon  G Williams  G Turnbull  S Jennings/M Hurry  A McKinstry | President  Director of Golf  Captain  Chairman of Play  Vice-Captain  Ladies Committee Rep  Vets Captain  Committee Member  Club Manager |  |
| Apologies: |  |  |  |
| Item | Discussions and Decisions | | Action/Date |
| 1. Minutes from previous meeting. | The minutes published were a true record of the Management Committee Meeting on Monday 9th November 2020. | |  |
| 2. Matters Arising | See action register at annex A.  Discussions from action register:  FB account. Has been set to have posts vetted before going out onto the page.  Costing for extending veranda canopy. LS and SK to cost out to cover up to Ladies locker entrance before the next committee meeting.  Opportunity to hire Marquee. GT explained this would be an extension of veranda not extension of clubhouse. Especially as at present not everyone comfortable sitting indoors. Directors had asked numerous questions relating to insurance, lighting, positioning, extra cleaning etc. LS to price lighting.  Explanation decision making, cost, planning 3rd tee area. Directors required to formally write to committee with explanation.  Junior section funds. BA to speak with GT. It was suggested that going forward to oversee accounts from the Vets, Ladies, and Junior sections.  GT suggested going forward that on the action sheet the “by when” column should be used rather than let the actions run on. | |  |
| 3. Directors | Directors had had a meeting on 30th November. BA, PL, LS and GT had not been invited.  Voting Forms for the AGM had been sent out. On Friday 18th December between 10am and 4pm members can put their votes in the ballot box provided.  The first Board meeting will take place in January 2021. BA asked the committee for any agenda items that they wanted raised.  If there became an issue with no Directors of the club BA felt the committee should be able to take on decisions.  GW asked should Directors be in consultation with the management committee. BA responded that there should be interaction between the two groups.  It was agreed that the reports produced at meetings should include: Cash in hand, known income and expenditure and members figures.  Water rates. This had been an ongoing issue with incorrect meter reads and billing. AMcK has persevered and after numerous months has managed to have an accurate update. Awaiting a Credit Note but the amount is substantial. | |  |
| 4. President | The President asked the director present at the meeting, and the Club Manager, if they knew when the last Board Meeting of the Golf Club had taken place; neither of them could recall a recent board meeting.  The purpose of the question was that several key decisions affecting, finance, employment, Covid 19 issues and membership, had been taken by directors without a Board Meeting taking place. The President stated that on the Club Notice Board there were 5 sets of “Minutes” of Directors meeting, 2 of those were dated in 2020 and 3 were dated in 2019.  As the President understands, the Board comprises himself, the Club Captain, the Company Secretary, and the Directors. The full Board Meeting allows input and discussion so that correct decisions are made regarding legal standing, financial situation etc.  The President stated that without a properly constituted Board Meeting, decisions with regard to finance, employment contracts, etc could not be made.  The President then referred to the annual statement of accounts for FY2019/20. Whilst the accounts appeared to be a fair and true record of finances for FY19/20, he suggested that the accompanying statement from the Directors was lacking vital information to the members:  There was no mention of deferred payment, and in particular the payments for the lease which were deferred by 6 months but now need paying in FY20/21 along with the regular payments in that FY.  The repayments of finance for the recently procured “green keepers” equipment, a sum understood to be in excess of £100,000 was deferred for 3 months but will need to be paid in FY20/21.  The Directors statement discussed an overall loss in FY19/20 of £500 in comparison to a profit of £10,000 in the previous FY. Clearly, Covid 19 has had an impact on the accounts, however, the Club had a grant of £25,000 to cover losses from Covid, plus the majority of the staff were Furloughed, with the Government paying their wages, NI, etc. for the period. Had Furlough and the Grant not been forthcoming then the losses for FY 19/20 would have been approximately £30,000.  These are all important matters that should have been discussed at a full Board Meeting prior to the AGM. | |  |
| 5.Club Captain | This would be the last meeting as Club Captain. He thanked the committee for what had been an interesting year and wished Steve Kenyon all the best for his year of captaincy. The committee concurred. | |  |
| 6. Chairman of Greens | No apologies received. | |  |
| 7. Chairman of House/Ents | No representative. | |  |
| 8. Chairman of Play | AW asked for assistance with BRS to allow bookings for next year. LS will assist.  On Sunday 27th December will be holding a mixed team of 4 competition open to full paying members. | | LS |
| 9. Vice-Captain | The usual Christmas Card box will not be used this year under the current situation.  The sensor light at Men’s locker room entrance is not working. | | AMcK |
| 10. Immediate Past Captain | Nothing to report. | |  |
| 11. Ladies Committee Rep. | GW had had a few of her questions answered earlier in the meeting.  The fairway bunker on the 2nd in need of attention. There are numerous weeds growing through it. Accept that members are unable to rake at present. Green keepers to address. Could bunkers be raked on a Friday by Green staff? No answer could be given as no representative from greens present.  GT suggested that if CoG is unable to attend meetings then the HGK be invited.  Can the 3rd raised tee for the Ladies be cut as the aera they are using at present is extremely boggy? AMcK will mention to GK. | | GT  AMcK |
| 12. Junior Organiser | No representative. | |  |
| 14. Vets Captain | GT mentioned that there was an offer of help with processing scorecards on the computer. SJ accepted the offer.  GT asked what is happening with the Caterer. BA read the Directors minutes; a meeting was held in September with Leanne after receiving her letter of resignation. It was agreed that she would continue with the catering until the end of December beginning of January at a reduced rent to make it viable. Directors would meet with her in the New Year to review the situation. | |  |
| 15. Committee Member | MH mentioned at a previous meeting the committee had agreed to John Hastings teaching from our course. John Hastings had recently mentioned that he would be interested if acceptable to use the practice area to teach a few clients for a small fee. John has recently retired but is teaching the odd client. The request was agreed to.BA mentioned this would have no affect on Ruth teaching out of our club.  MH announced that should he not be successful with the role of President that this was to be his last committee meeting. Having proudly served on the committee for 30 years in different roles should this be his last wished his successor well. | |  |
| 16. Health & Safety | PAT Testing. Three items had failed. Microwave, Dishwasher, and computer in office. The two appliances have been replaced and the part for the computer is on order.  A laptop has been supplied for use by the bar staff. This will enable them to take bookings for BRS when the Office is closed. | |  |
| 17. Club Manager | Nothing to report | |  |
| 18. A.O.B | LS thanked AW & SJ for organising the competitions during this restricted year.  SK looking forward to 2021 with the support from the committee. | |  |
| 19.Date of next Meeting | The next committee meeting is Thursday 7th January 2021 @ 6.00pm. | |  |

Distribution:

All Management Committee Members.

Club House Notice Board.