

Minutes of Arscott Golf Club Board Meeting
Tuesday 4th June 2019 at 7.00 p.m.

Present: Nick Jones (Chair) Paul Buckley
 John Simpson Chris Brace
 Geoff Harding Trish Harding
 Jacqui Mullineux (Ladies' Captain)
 Keith Morris (Seniors' Captain)
 Dave Wallace (minutes)

1. Apologies

Claire Evans, Paul Owen (Men's Captain).

2. Declaration of Any Other Urgent Business

None

3. Declaration of Interests

None.

4. Minutes of Last Meeting

a) The Minutes were received and confirmed as a correct record;

b) Matters Arising:

NJ: No follow up yet on the Members' Survey. GH: his summary could be used for the newsletter and go out with the next survey. **Actions: CB will draft the next survey questions on Clubhouse matters, refining the original questionnaire; PB proposed a £50 Club voucher for Tammy as thanks for her work on the survey: Agreed.**

5. Reports from Directors

a) Managing Director

NJ has had the art work for the tee signs back for checking – looking good. Noted that a couple of the yardages on the scorecard are incorrect. After final proof reading, it would take about a month for the signs to be produced. In the meantime, NJ would get sponsorship brochures printed. Sponsors names would go on a bar at the bottom of the main signs (but not on the single posts being placed on subsidiary tees). GH: metal sleeves required for the posts for the signs.

Note for future: next print of scorecards, the player whose card it is should be Player A, with the marker Player D.

NJ set out two promotional ideas from Glyn: sale of golden tickets for £10 to win a year's membership and pay and play on Wednesdays (£10 for 9 holes up to £15 for 18 holes or £20 to include food). **Agreed: good ideas that should be implemented. Glyn to be asked to take the lead on the golden ticket - JS to look at printing of tickets. NJ and PB to promote the pay and play Wednesdays using Facebook, Twitter and the webpage.**

More generally, the Board would like to see more marketing – needs a constant flow rather than occasional initiatives. **The Board recognised CE's time pressures and the need for a sub-group to drive the work, with Glyn having a key role: Agreed.**

b) Finance and IT

TH had circulated a spreadsheet showing actual and projected monthly income and expenditure prior to the meeting. TH expressed satisfaction at the figures and overall picture for the year. PB commented that the Board had fulfilled its commitment to the members to stabilise the Club and make improvements. NJ: green fees have been good over the year, thanks to generally favourable weather. Course costs have also been higher, but with resulting improvements. The financial vulnerability lay in the Clubhouse costs, but two or three big social events/private parties could make a big difference.

TH and NJ would be meeting with the accountant to discuss Corporation Tax (19%) issues. The aim would be to minimise the tax to be paid, whilst keeping some reserves, so the scope to fund additional expenditure would become clear (end of June). The Board considered that replacing the greens mower was a priority, possibly with an iron, with the first tee enhancement also important.

On IT issues, NJ reported that the computer in the office had been fixed, but there remained a problem with the one in the bar. This computer was the responsibility of the Men's Section, with the Ladies' Section paying £10 a month towards the computer costs). **Agreed: PC in bar to be replaced with a new tower PC or laptop – NJ to arrange purchase and installation. DW to ask Men's Committee if they would fund the replacement.**

c) Business Compliance

TH – sensible to put GDPR agreement question on membership renewal forms when sent out at beginning of July. **Action: JS to agree correct wording with Sian.**

d) House

CB had circulated a report prior to the meeting, focussing on manning hours issues. Monitoring showed there to be very little evening use except for the Wednesday Club Night and the Bridge Club booking on Monday evenings. One issue was players using lockers and playing late expecting the locker room to be open but not planning to use the bar services. There was also virtually no custom before 12.00 a.m. on non-event days – opening hours had been changed from 9.00 a.m. to 10.00 a.m. unless there was a specific requirement. Looking at other Golf Clubs, no Clubs provide a routine morning operation without prior notice of an event before 11.00 a.m., with any service before being self service using paid vending machines. Most Clubs close down their bar/kitchen operation around 6.30 p.m. A small working party was being formed to review all aspects of Clubhouse operations and services to develop a proposal for future operation.

JS congratulated CB on his management of the Clubhouse finances with the difficult balancing act between controlling costs and providing a service to members. CB commented on the first year being a learning process – and the need for good two

way communication between the staff and members/officers of the Club. PB and JM provided further useful feedback on bar operations – noted by CB.

CB had also circulated a security review and reported that a fire drill had been completed satisfactorily on 9th May. CB and JM both expressed concerns about possible visitor use of the course in evenings without payment. The conclusions and recommendations of the security review were noted, with some additional comments made.

CB also reported on gas safety work planned in the kitchen, with the kitchen to be out of action on 24th and 25th June.

e) Course

GH had circulated a note relating to a Greens Committee meeting held on 29th May and covering various issues, including in relation to the irrigation system, greens maintenance and related equipment, the possibility of creating a buggy path down the side of the ladies' 6th tee, repairs carried out to the steps by the 7th tee, equipment, health and safety issues, the length of the rough, bunker sand, volunteers for bank strimming, hedge trimming by stiles (not if not public rights of way), repairs to the trolley cleaning area and replacement of air gun, and possible replacement of ferrels/cups/flagsticks on the greens.

On the length of the rough, JM reported a concern that some fairway carries and fringes were not 'ladies friendly', and could the Ladies Section be represented on the Greens Committee. GH commented that the sculpting of the fairways would be reviewed, aiming to catch the long drivers (where inaccurate) rather than penalising the ladies and seniors, and that the length of the rough was the same as last year, but there were particularly good growing conditions at the moment. He thought that the current set up of the Greens Committee was good, and it was better for members to feed comments on the course through their Committees and Captains. DW referred to an issue raised at the Men's Committee regarding the edges of the holes on the greens. NJ also commented on the issue and whilst explaining that the holes were moved once a week, GH agreed that there was a **need for a new hole cutter – Action: GH to procure.**

GH also reported that he had spoken with the local Parish Paths Partnership representative who was going to put up additional signs relating to the public rights of way. He had also obtained an application form from Shropshire Highways for brown promotional signs.

There had been further progress with regard to GolfMark, including regarding DBS (Disclosure and Barring Service) checks, but some staff on line training remained to be completed. GH would be going through the Club's application with Mark from the EGU – aiming for the end of June.

GH reported on the trials of greens mowers and irons – the head greenkeeper preferred a hydraulic mower to an electronic one, for ease of maintenance/repairs and the length of the warranty (3 years). **The Board agreed that GH and NJ should proceed to procure a new mower on either an operating lease or lease purchase, seeking to negotiate the most favourable terms. The**

Board also agreed in principle to the purchase of a greens iron, subject to finances.

f) Marketing and PR

See discussion and decisions under Item 5 (a).

The Board also confirmed its agreement to the annual membership fees for 2019/20 to be as set out in principle at the last meeting, i.e. the full subscription at £650 with £25 bar credit (and £25 for Club improvements), keeping other categories the same.

g) Company Secretary

PB: nothing to report.

6. Health and Safety

CB reported that a fire drill had been held satisfactorily.

7. Feedback from Section Captains

KM: confirmed that he did feedback from the Board to the Seniors, commenting on the benefit of the two way communication. DW gave the information provided by CB on evening use of the Clubhouse as an example of information that he would take back to the Men's Committee, as he was aware that concerns about opening hours had been expressed by the Committee originally. He queried whether up to date/daily information on opening hours/bar service was being displayed at the front door for anyone playing, as had been suggested. CB reported that this was still being explored.

JM: questioned control of dress code on the course. NJ/PB – initially it was for the Pro Shop to apply the code. GH thought that there needed to be a reminder about no golf shoes in the bar. **Action: reminders on both matters to be included in the newsletter.**

JM and PB raised changing room maintenance issues – noted by CB.

8. Use of Course Development Fund

TH/GH commented on the need to develop a costed wish list of possible improvements to put to the Section Committees to prioritise – could include first tee enhancement, new flag poles and cups, one or two new golf buggies, a new shoe cleaning station, and more winter mats. GH will circulate an initial list.

9. Any Other Business

PB: email query from Stewart Cumming regarding the scope for juniors on the coaching programme to play a few holes on the course without being Club members. Phil Sinclair had supported the idea of having a package to offer juniors. NJ pointed out that children were already free with parents' membership, but the **Board agreed that from 1st August a parent/grandparent would be able to**

bring a child under 12 on to the course free of charge and that, in the meantime, there was no problem with this happening on an occasional basis.

JS: was the Club getting Business rates back this year – TH: no (about £4,000).

NJ: scope for a working party to do some redecorations of the changing rooms...potential winter job.

CB: are recent newsletters on the website? **Action: PB to check. DW: and put Board minutes on.**

10. Date and Time of Next Meeting

Next meeting to be held on **Monday 15th July at 7 p.m.**