

Minutes of Arscott Golf Club Board Meeting  
Monday 16th December 2019 at 7.00 p.m.

**Present:** Nick Jones (Chair)                      Paul Buckley  
                 Geoff Harding                              Chris Brace  
                 John Simpson  
                 Joe Rimmer (Seniors' Captain)  
                 Jacqui Mullineux (for Ladies' Captain)  
                 Dave Wallace (Club Captain)

**1. Apologies**

Trish Harding.

**2. Declaration of Any Other Urgent Business**

None.

**3. Declaration of Interests**

None.

**4. Minutes of Previous Meetings**

a) The Minutes of the meeting held on 18<sup>th</sup> November were received and confirmed as a correct record;

b) Matters Arising:

There were no matters arising.

**5. Reports from Directors**

**a) Managing Director**

NJ: Club 2000 V1 now installed and seemed to be working ok. A lot of work was being done to transfer data etc., and they were still working out how to make full use of all of the functions, including the new till system. PB provided the administration passwords for the Captains to pass on to their Sections' Competition and Handicap Secretaries. NJ added that the administration costs for the new system would now be a cost met by the Board rather than the Sections.

**b) Finance and IT**

TH had circulated a finance report for November prior to the meeting, showing the impact of the course closures on the revenues and costs for the month – with December likely to be similar. JR and DW highlighted the need to get positive messages out, for example on the work being done by the Greenstaff despite the closures.

**c) Business Compliance**

JS: nothing to report.

#### **d) House**

CB confirmed the impact of the closures on Clubhouse activity, and reported on the likely cost of a 'deep clean' required of the kitchen to comply with annual insurance requirements.

PB: new cellar and bar equipment now installed, which would have benefits in terms of beer quality and reducing wastage. NJ: after negotiation, no personal guarantees had been required by Coors from the Directors.

#### **e) Course**

GH had emailed round notes from the last Greens Committee meeting providing information on tree husbandry, leaf collection, tree surgery, planned path works, recent treatment of fusarium on the greens and planned application of lawn sand, machinery priorities, drainage works at the front of the 6<sup>th</sup> green, pothole repairs required on the driveways (Martin responsibility), and step options for the 7<sup>th</sup> and 10<sup>th</sup> tees (quotes being obtained).

**Action: PB to use the information for the newsletter and to provide positive messages to members – photos requested.**

DW: idea of mirrors rather than steps, and a suggestion from a member of the Men's Committee for the use of fairway mats in the winter to help to protect the course. GH would consider.

#### **f) Marketing and PR**

NJ: Golden Tickets available, but closures have limited the scope for sales. The Black Friday promotion had worked quite well in attracting a number of new members. DW: reported some concerns from the Men's Committee and a suggestion from one member that the deal should require a longer sign up period. NJ stressed that the deal was only available to new members as a once off incentive to join, and that he thought that the cost of a longer period would be off-putting. **Action: PB to include information on the rationale for the deal in the newsletter.**

PB: had spoken with Glyn about collation of visiting society contact details to enable future marketing.

PB: Men's Section needed to more actively promote the Men's Open and Invitation Competitions. NJ: it would help if there was a sub-committee to do this, rather than it being left to an individual. **Action: DW would work with the Vice-Captain and Past Captain as a group to promote the events.**

GH: any interest in the vacant Marketing and PR Director role? NJ: not yet. PB: happy to work with Glyn and Sian on promotional initiatives in the meantime.

#### **g) Company Secretary**

PB: EGM held prior to the Board meeting to amend the constitution as advised by HMRC in order to make it compliant with CASC requirements, with the proposed amendment unanimously agreed by those present and 58 members voting by email. It was hoped that the Club's CASC application would now be approved, allowing the business rates payable to be reduced, backdated to August.

## 6. Health and Safety

Accident Book: No further incidents reported.

## 7. Feedback from Section Captains

JR: The Seniors had held a successful Christmas lunch, with staff invited to attend;

JM: the Ladies Section's Christmas event had also been excellent;

DW: in addition to the matters raised from the Men's Committee discussed in the meeting, DW reported on work to update trophies and honours boards and Captains'/Presidents' photos, and to produce the Diary for 2020. JM was investigating a bulk purchase of photo frames. The individual sections would fund the updates of their trophies/boards and their Captains' photos, but it was **agreed that the Board would fund the costs in relation to the Presidents' photos.**

## 8. Any Other Business

DW: email received from Brian Barrow, the Club's County Delegate, regarding Safeguarding workshops being held by SHUGC/EGUGC. **Action: DW to forward to Sian, who was the Club's Safeguarding Officer.**

NJ: Children's Christmas Party had been held again successfully on 14<sup>th</sup> December, organised by Pearl Dyas.

NJ: queried arrangements to thank the staff for their work during the year. The Seniors had invited staff to their Christmas lunch, GH had taken the Greenstaff out for a meal, the Lady Captain had given gifts to the kitchen and bar staff assisting with their Xmas event, while the Men's Captain and Vice-Captain were providing drinks for the Greenstaff and Clubhouse staff. In the past, the owner had taken the staff out for a meal – NJ thought that it was too late to do this now. **Agreed: All staff to be given Eat Out vouchers (value depending on full time/part time).**

PB: traditionally outgoing Presidents had received a gift in thanks for their service. This had not happened this year, but Pearl Dyas had purchased a gift. PB considered that, going forward, this should be funded by the Board, and Pearl should be recompensed. **Agreed: henceforth, Presidents' presentation gifts to funded by the Board.** PB added that it was planned to make the presentation at the re-arranged Club Captain's Drive In on 4<sup>th</sup> January.

## 9. Date and Time of Next Meeting

Next meeting to be held on Monday 13<sup>th</sup> January 2020 at 7.00 p.m.