

Minutes of Arscott Golf Club Board Meeting (Virtual) – Directors  
Wednesday 22nd April 2020 at 3.00 p.m.

**Present:** Nick Jones (Chair) Paul Buckley  
Geoff Harding Chris Brace  
Trish Harding John Simpson  
Dave Wallace (Club Captain/minutes)

### 1. Apologies

None.

### 2. Declaration of Any Other Urgent Business

As notified by the Managing Director, the meeting had a limited agenda linked to the discussion of the management of the Club in the context of the current Coronavirus pandemic.

### 3. Declaration of Interests

None.

### 4. Minutes of Previous Meeting

The minutes of the previous Directors only meeting held on 16<sup>th</sup> March had been received and confirmed as a correct record at the last full Board meeting on 23<sup>rd</sup> March.

### 5. Finance

TH reported on progress in securing financial assistance:

- £25,000 Hospitality Grant from the Government secured via Shropshire Council;
- £2,500 flooding related Business Recovery Grant applied for via Shropshire Council;
- overdraft arranged with Lloyds Bank (fee free) – only to be used if needed;
- business interruption loan application submitted – seeking £30,000, interest free for 12 months;
- 5 members of staff furloughed and being paid 80% of normal wage, which the Club can claim back through HMRC. First claim made and should be received on 27<sup>th</sup> April in time for first payment to staff. TH checking if staff had any questions. Sian to work for 2 days from home at the beginning of May to do invoicing and VAT return, with **Club to pay her wage for the hours worked: Agreed.** PB keeping copies of furlough letters;
- Donations received to Club Improvement Fund now totalling £2,440 (£1,325 from individual members and £1,115 from the Sections);
- aided by the grant received and staffing arrangements, cashflow sufficient for the next 3 months even if no income received – **Action: TH and NJ to review cashflow projections;**

GH: no significant expenditure required on course – fertilizer already in store. Top dressing required for greens (about £1,000) but can wait until May/June. Greenstaff doing basic hours – no overtime.

JS: position regarding the lease payments? TH: included in cost projections and not seeking payment holiday.

TH: need to provide information to members on the finances and the positive news on funding received. **Action: PB to publish newsletter – contributions requested.**

DW: use of Club Improvement Fund – would prefer to see used for specific expenditure rather than general costs, unless absolutely necessary.

NJ: tractor tyres will need replacing (about £1,400 for set of four).

#### Green Fees

NJ: need to increase green fees, both to boost income and to strengthen the value of membership. After discussion of rates charged by other Clubs, **Agreed: £30 weekdays and £35 weekends; 2 for £30 after 2 p.m. Members' guests and County Book to be set at half day rate, so £15/17.50, but number of times a guest can play to be limited. Glyn to set other charges/deals. Names and contact details of guests to be recorded.**

#### Annual Subscriptions

NJ: need to reduce and simplify categories. **Agreed: reduce categories, with full membership for men, ladies and seniors all to be set at £650, including levies, but no bar credit** (to be explained to members that is in context of coronavirus pandemic and avoids need for an increase). Members still to have cards and discount at bar, and any funds on cards to be carried over into new year.

JS: need to be aware that over 70's may be subject to extended lockdown, potentially affecting seniors' membership/participation.

**Action: NJ to circulate rates for all remaining categories. PB to include information in the Newsletter.**

GH: 1<sup>st</sup> August renewal date beneficial, as many Clubs use 1<sup>st</sup> April and may have lost Members as a result.

NJ/JS Golden Ticket ideas - **Agreed: free Golden Ticket for everyone paying early in July, then available for sale, to win free membership in 2021/22:**

#### Tee Signs

NJ: going to be difficult to secure sponsorships at present time – try again when course re-opened. GH: signs all up. **Action: PB to include information in newsletter.**

#### Re-Opening

NJ: when and on what basis is out of Club's hands, but the Course will be ready and Glyn is prepared for action. Bar unlikely to be opened for longer time.

CB: all heating and hot water in Clubhouse now off, fridges emptied, beer and soft drinks lines held empty as per advice. CB and Nia looking at what can offer once open, but have a process which can work, providing takeaway service from balcony, pre-ordered and paid for via Glyn. Access to balcony to be limited to one person at a time to ensure social distancing. Nia and Dan would come off furlough.

CB: CB and JE have donations to allow for completion of redecoration of bar/lounge and new curtain tracks, which they will do before re-opening. Also paviers at front of Clubhouse have been sprayed with weedkiller and will be re-sanded.

JS: hygiene arrangements – provision of hand sanitiser etc? CB: should be able to obtain for when re-open.

NJ: suggested **planning for an early May course re-opening (next Government lockdown review is 7<sup>th</sup> May): Agreed.**

#### Course

GH: had circulated information notes from a virtual Greens Committee setting out plans for putting up the new practice nets, working on the bunkers (possibly with a volunteers working group if needed), the 1<sup>st</sup> Tee, and top dressing, plus progress with the tee signs, investigation of drainage and irrigation issues, and notices for walkers coming on to the course.

GH: as regards old sleepers available for sale, he now considered that buying new, if required, was a better option, e.g. for 1<sup>st</sup> Tee improvement. Unfortunately Luke O'Brien not likely to be able to work/available for some months for 1<sup>st</sup> Tee project, but the greenkeepers may have some time available to do some of the work.

**Action: GH to ask Andrew to price up materials.** General view that this project could be a good use of the Club Improvement Fund.

NJ: asked GH for costings for treatment of daisies and from ALS for the year.

**Action: GH to provide to NJ and TH.**

GH: reported on meeting with farmer regarding works carried out affecting drainage on the 7<sup>th</sup> and also looked at the 8<sup>th</sup> with him. NJ: good that there was hope for a working relationship with him.

#### Marketing and Business Planning

NJ: had held virtual meeting with Mike Kenyon, Mark Kudarenko, Glyn, Sian and PB to discuss marketing. They had lots of good ideas and they would try to get as much ready as possible before the course re-opened. Mark had provided some excellent photos of the course. They wanted to do more on Twitter, Facebook and Instagram and to update the website as much as they could.

GH: any progress in appointing a Marketing and PR Director? NJ: the Marketing Group could take the work forward for now.

NJ: wanted to keep the members involved, including ideas for competitions.

PB: changes to Dropbox – emails sent to Directors.

DW: raised a concern from a member of the Men's Committee to ensure priority for members rather than visitors once the course re-opened. NJ: most members were on Club V1 and so could book tees ahead that way (as well as through Glyn).

GH: there may be a need to look at tee time intervals to aid social distancing.

NJ: Directors please complete their 4 P's assessment and return to PB.

GH: will need a Strategic Plan for Golf Mark. NJ: still working to the original Business Plan, but can add to it from the 4 P's assessments.

DW: reported on steps taken to ensure the future organisation of the Junior Section, given that Phil Sinclair was stepping back from this at the end of the season.

NJ: would welcome encouragement to members from Captains e.g. on early payment of subscriptions, rather than it just coming from the Board.

Note: Meeting took place virtually – via Zoom.