

Minutes of Arscott Golf Club Board Meeting  
Wednesday 23<sup>rd</sup> September 2020 at 6.00 p.m.

**Present:** Nick Jones (Chair)                      Paul Buckley  
Steve Turner                                      Barbara Parnell  
Trish Harding  
Joe Rimmer (Seniors' Captain)  
Dave Wallace (Club Captain/minutes)

**1. Apologies**

Jacqui Mullineux, Alex Hughes.

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

None.

**3. Declaration of Interests**

None.

**4. Minutes of Previous Meeting**

The minutes of the previous meeting held on 19<sup>th</sup> August were confirmed as a correct record.

Matters Arising:

DW: suggested that the amendment to the alcohol licence now needed to await the preparation of plans for the new balcony;

NJ: kitchen floor now repaired and no longer hazardous, but waiting for a costing for full replacement.

PB: did BP receive the results of the 'Know Your Market' survey for use in the Women in Golf promotion? BP: yes, thanks.

**5. Reports from Directors**

**a) Managing Director**

NJ reported that 5 new buggies were being delivered the next day. Four were being purchased by members and these could then be hired out by the Club when not being used by them. The fifth was being purchased by Glyn. Parking for all to be rent free. The buggies would go out in rotation. The two old buggies were to be retained for use by the greenkeepers and kept at the Workshop.

Membership numbers now stood at over 340, with 5 joining in the last week.

**b) Finance and IT**

TH had circulated budget information to the Directors showing good income over the last month from Green Fees, normal course expenses, and a small profit on hospitality services, helped by a reduced wages bill. Income from membership was up compared to last year. TH had met with the accountant and hoped to receive the end of year accounts in Mid-October in time for the AGM.

TH had looked into the possible LEP grants for technology improvements but the Government guidance was still awaited.

### **c) Business Compliance**

BP: George Boden (Juniors Coach) had applied to renew his safeguarding qualifications, as required.

### **d) House**

NJ: a further meeting was being held with Nia next week as a follow up to the meeting reported last time. Board members raised various matters relating to the food offer and suggestions were made regarding a dress code for staff.

NJ: lighting in entrance hall and up the stairs needed improvement, and the outside clock needed fixing.

The Board noted the new restrictions coming into force overnight, including table service only. NJ: track and trace forms would be placed on each table and signs regarding the NHS check in app put up. BP: suggested hand sanitiser/hand wipes on each table.

### **e) Course**

PB reported on ongoing liaison with Andrew and plans to identify trees for lopping with Andrew and Martin. BP: trees on left from ladies tee on 8<sup>th</sup> needed cutting back.

DW: what happening regarding the couple of bins to go out on the course? **Action: PB to chase.**

DW: Who responsible to ensure that the bins by the Clubhouse were emptied regularly? Answer: the bar staff.

JR: concerns about some dog walkers on the Course away from the rights of way.

DW: Men's Committee had asked that the improvement of the tees be programmed as part of a 5 year plan – and had stressed the importance both of there being a long term plan and of the members being informed of it.

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

PB: continuing to be active on social media. Patrick Cudmore was doing drone footage for the website. An emerging hashtag for social media messaging was 'Always Improving'.

BP: Meeting held with England Golf's Mark Romasiuk and the Women in Golf Charter would be signed next week. There had been an excellent response (28) to the promotion (free lessons every Saturday in October). Levels of participation and conversion of interest into membership would be monitored. The importance of following up the initial interest was recognised – possibly repeat in the Spring.

TH: maybe have an Academy with reduced membership costs/green fees/passport to play? Encourage individuals to get together with others. **Agreed: Board to fund tea and cakes following the sessions.**

NJ: Welcomed the initiative and congratulated BP and the Ladies Section.

### **g) Company Secretary**

PB: BP had been registered as a Director with Companies House.

## 6. Funding Bids/Projects

### Balcony/Outdoor Seating

NJ: Agreement form had been sent back to England Golf, with the £10,000 grant to be sent to the Club in the next 10 days. An architect had been appointed to prepare the plans, which could then be used to get costings (expected to total at least £20,000, including the outdoor decking, although this could be fully funded from the Club Development Fund, if required). NJ keeping separate spreadsheet of all costs in compliance with Agreement.

The project includes new outdoor furniture - Nia was going to approach the Brewery. TH: picnic benches a good option initially as can be bolted down/difficult to move. **Action: JR to check costs of benches used at Welshpool GC.**

### Outdoor Decking

ST: work started, with the hard core now down. The decking materials were being delivered next week. Aiming for completion by the end of October.

### 1<sup>st</sup> Tee Improvements

ST: Aiming for a start on 4<sup>th</sup> October subject to digger availability (being provided free of charge). Scheme to include filling the dip up to the top of new retaining sleepers, additional stone drainage to the existing drain, and landscaping. Options for surfacing still being considered. The area would need to be closed off through October, with access to the tee from the road side.

### IT Improvements

NJ: planning to install a touch screen upstairs for entry of scorecards etc and a big screen in the Pro Shop.

NJ: need to encourage members to use Club V1 for scorecard entry on their mobile phones.

## 7. AGM Arrangements and Reports

NJ: As a business meeting, the Club AGM can still take place, if necessary, but Members wishing to attend would need to book spaces. Notices to go out by early October.

BP: the Ladies Section had cancelled their AGM and were sending out reports by email, inviting any issues to be raised.

JR: The Seniors' Section was doing the same, including sending out information on next year's Committee. 3 weeks was being allowed for any issues to be raised.

DW: the Men's Section Committee had decided to hold an AGM electronically, using the website and emails.

NJ: for Club AGM, perhaps need to ask who wants to attend first, then decide on whether or not to hold a live meeting.

## 8. Junior Section Update

DW: a meeting of interested parties had been held on 27<sup>th</sup> August to discuss the future organisation of the Junior Section, given that Phil Sinclair was stepping back

from the role of Junior Organiser. The notes of the meeting had been circulated to the Board. DW outlined the approach proposed to both broaden the base of the Section and to provide a pathway through from the beginners to the Junior Squad. The organisation of the Section was likely to be by a Committee rather than a single organiser, to spread the roles and workload between a number of people. A follow up meeting was planned for 15<sup>th</sup> October.

DW: the meeting had raised a number of questions for the Board:

- commitment to the Section: **Agreed**;
- consideration of the role of Club Pro/scope for additional professional support, if needed on an ad hoc basis, e.g. for promotional work in schools: **George Boden role...funding from England Golf?**
- permission for the Section to use the Course/run a weekly 6 hole Academy competition at quiet times at the weekend: **Agreed**;
- a low cost Academy Junior membership fee: **Agreed can be nominal fee.**

## 9. Health and Safety

No accidents had been reported.

NJ: as reported under Matters Arising from the Minutes, the kitchen floor had been repaired;

JR: a member had had a heart attack on the Course. Thanks to Glyn and Di for their help – Member was recovering.

DW: there had also been a collapse of a Member in the Clubhouse – Nia had handled the incident very professionally, including calling for an ambulance. The Member had recovered sufficiently to drive home.

## 10. Feedback from Section Captains

### Ladies (BP)

Welcomed the plan for no winter tees for the Ladies (i.e. stay on grass);

Holding an all Sections match instead of the Lady Captain's Drive-In on 13<sup>th</sup> October – notice up in the foyer.

### Seniors (JR)

WHS: video tutorials being sent to all Senior Members. PB to send to BP for circulation to Ladies Section members too.

Seniors Open well attended and had raised £375 for the Club in Green fees.

NJ: commented on some issues relating to food orders and prizes. JR: explained arrangements and reported that the Organising Committee would be reviewing all aspects of the day.

### Men (DW)

DW: nothing to add to matters raised during the meeting.

## 11. Any Other Business

PB: had registered the Club for 'Fast Track to Work' programme, which could potentially provide support for training and wages for an employee for up to 25 hours per week for 6 months – scope on greenkeeping side of the Club in

particular?

PB: update on score cards redesign for WHS (adding slope index);

NJ: getting a slope index table sign for display outside.

NJ: no EGU fees for Ladies this year;

NJ: advised that the VAT reduction on food and soft drinks had been intended by the Government as an incentive to the hospitality businesses for a temporary period (to January) rather than a subsidy to customers. The decision by the Board to pass the benefit on to the Members was affecting the profitability of the bar – NJ proposed that prices be left as they were but that the **VAT reduction not be passed on to the Members for the remainder of the period of operation: Agreed, with the Members to be informed.**

### **Date and Time of Next Meeting**

Next meeting to be held on Tuesday 13<sup>th</sup> October 2020 at approximately 4 p.m.  
(after the Ladies All Sections competition) in the Clubhouse.