

Minutes of Arscott Golf Club Board Meeting (Virtual)  
Monday 18<sup>th</sup> January 2021 at 6.00 p.m.

**Present:** Nick Jones (Chair) Paul Buckley  
Steve Turner Barbara Parnell  
Alex Hughes Meurig Jones  
Stuart Thomas (President)  
Jacqui Mullineux (for Ladies Captain)  
Joe Rimmer (Seniors' Captain)  
Dave Wallace (Club Captain/minutes)

**1. Apologies**

None. NJ welcomed Stuart T to his first meeting.

**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 7<sup>th</sup> December were confirmed as a correct record.

Matters Arising:

PB: the Diary had not yet been received from the Printers.

PB: asked BP for an update on SafeGolf – BP confirmed that SafeGolf status had been awarded to the Club.

NJ: had not yet arranged the updating of the Honours Board. **Action: NJ to check if Sign and Poster Ltd was open for business during the lockdown.**

**5. Covid-19 Issues**

NJ: England Golf had emailed for a progress report regarding the Covid-19 Support Fund balcony and outdoor seating project. NJ had spoken with Mark Romasiuk today. **Action: NJ to send an update to England Golf.**

NJ: Clubhouse remains closed, with hospitality staff furloughed but Nia and Sian doing some hours. PB: the staff involved had been sent their furlough letters.

**6. Finances**

NJ: outlined the finances for October, November and December – profit in October but losses in November and December. There had been anticipated expenditure on essential items e.g pellets. There would clearly be a lack of income while the lockdown continued, so there would have to be tight control of expenditure.

NJ: reported on discussions with the Hospitality Manager. The Board recognised the difficulties faced in running the hospitality service in the last year and welcomed the improvements achieved in the last 6 months, including the new staff appointed. The Board recognised that the difficulties had reduced Nia's profit share significantly.

**Agreed: that Nia's profit share for 2020 be augmented to a more**

## **appropriate figure. Action: NJ to consider future arrangements.**

NJ: the Club would be receiving the Local Restrictions Support Grants for hospitality and other businesses from the Council (£700 for every two weeks closed), as well as a one off Coronavirus grant for businesses required to close by the national restrictions in January (possible £6,000). The grant received for November had been £2,000.

## **7. Projects**

### IT project:

PB: the equipment had been purchased, with the personal entry point screen for Club V1 for installation in the bar due to be delivered next week. The existing display screen would be moved to the Pro Shop. JR queried if scores would still be able to be displayed in the bar? PB: the new screen would show scores when cards were not being entered. NJ: also, the TV could be set up to show information from a laptop for the Seniors Team Open.

NJ: confirmed that the LEP had agreed the revised equipment and resulting costs, which would be reclaimed once the installation was complete.

### Balcony and Outdoor Seating Project

NJ: He had contacted two further companies – one had declined to quote and a price was awaited from the other. Stuart T offered to circulate the details to other building companies. **Action: NJ to provide details to Stuart T. and to continue to seek additional quotes.**

DW: suggested some reassurances to Members on costs/funding. NJ: some Members did not realise that the grant was to improve business resilience under Covid-19 restrictions and for the longer term.

Steve T: there could still be a lower cost self assembly option but it would take longer and a design and build would be his preference.

AH: any deadline issues? NJ: originally there had been a January deadline, but England Golf had accepted that there would be delays due to the Covid-19 restrictions, and also that the Club had made a start with the construction of the decking element of the project.

PB: had been looking with Steve T at the scope to create a secure area at the rear of the Clubhouse for the proposed buggy parking and trolley store, cutting into the grass bank.

## **8. Survey of Members/Forward Plan Review**

PB: 150 responses had been received to the survey of Members – a response rate over 40%. PB thanked those who had helped to summarise the responses. The need now was to decide on achievable priorities and to meet with the staff to bring them into the Club's Forward Plan.

JR: suggested that the improvements identified for action should be included in a Project Plan, with the top priorities costed and with feedback to the Members.

Steve T: need to recognise that there were timing issues e.g. availability of Greenstaff in the summer months which would affect potential delivery.

**Action: PB to draft a summary of the results of the survey to feed back to the Members, based on MJ's overall summary.**

PB: questioned how to respond to negative/pointed comments made?  
AH: the majority of comments were positive and constructive.  
DW: the Board should just continue being open and honest with the Members, keeping them informed.

**Action: PB requested Board members to send through their achievable/quick win priorities. PB would do some work on an update of the Forward Plan and send it round.**

Stuart T: suggested that the Club needed to look at how the Course could be partially opened in wet conditions. PB agreed that it would be ideal to have a short course that could be kept open and maybe drainage works to these holes could be prioritised. Stuart T: numbers of players could potentially be restricted through the tee booking system. AH: some holes could be shortened to avoid wet areas.

**Agreed: wet weather short course options should be looked into.**

DW: recognised that finances would be tight going forward, but thought that consideration should be given to some form of loyalty bonus for Members given the continuing lockdown restrictions e.g. via the bar tab. PB noted a suggestion in the survey of providing a free round of golf for a guest.

## **9. Review of Constitution**

MJ reported on the responses that he had received. JR would be providing some feedback from the Seniors. DW had not received any comments from the Men's Committee on the notes that he had circulated and thought that there was more chance of getting feedback on any draft proposals for changes. PB had contacted Phil Sinclair and would provide information to MJ on the Juniors Section.

NJ: main issue for him was the structure of the Board – he would prefer having Sub-Committees for the various management areas rather than single Directors.  
DW: the existing Constitution did envisage Sub-Committees assisting the Board, including involvement by non Board members.

PB: would be happy with having Directors as Chairs of Sub-Committees.

NJ: Finance, Course/Greens and Clubhouse were the main areas to cover, plus ideally Marketing and Membership Retention.

JR: and Projects?

PB: Constitution/Governance?

MJ: timescales? PB: any changes to the Constitution would be for the AGM/an EGM, but the Board could choose to work differently in advance of this.

NJ: agreed that could set up Committees now and asked who would be prepared to do what. Initial responses were:

Finance: NJ, AH

Clubhouse: PB, BP

Course/Greens plus Projects: Steve T

Marketing: Stuart T (with key roles for Sian and Glyn)

NJ invited the Board members to think about this and what they could do for the next meeting.

## **10. Any Other Businesses**

BP: was undertaking the online courses for Safe Golf.

PB: had circulated a Greens Committee Report to the Directors, asking for approval to spend £6,400 + VAT on chemicals and sprays for the Course for the coming year. **The Board agreed to this expenditure.**

PB: drew attention to plans by England Golf to offer handicaps to nomad golfers – a potential threat to Clubs like Arscott GC.

Steve T: need for provision to be made to replace the hours of the member of the Greenkeeping team who was retiring. NJ: had an interested party in the part time role. **Action: NJ and Steve T to meet with the interested party.**

JR: any progress regarding funding for an apprentice? PB: application had been submitted for a 6 month position – response awaited.

NJ: problem with an adjoining landowner blocking a drain under the former railway alongside the 7<sup>th</sup> hole, resulting in flooding. He had contacted the Council Drainage Officer for assistance in resolving the matter. PB had obtained old Ordnance Survey maps showing the presence historically of a watercourse/drain.

NJ: reported an issue with attempted fraudulent withdrawals from the Club's bank account. NJ in contact with the Bank.

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

Next meeting to be held on Tuesday 16<sup>th</sup> February 2021 at 6 p.m.