

Minutes of Arscott Golf Club Board Meeting  
Monday 19<sup>th</sup> July 2021 at 7.00 p.m.

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

**1. Apologies**

Stuart Thomas, 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 8<sup>th</sup> June were confirmed as a correct record.

Matters Arising:

DW reported that he had had an email exchange with one of the Members regarding looking for volunteers to take on producing the Newsletter or helping with other administrative jobs. JR suggested one possible contact for the Newsletter job.

All other matters arising would be covered in the main business of the meeting.

**5. Covid-19 Restrictions Update**

NJ/ST: the restrictions on play had now been lifted, with the bunkers back to normal rules and the rakes in place, and the sponges out of the holes. The covers would now be removed from the ball washers and the bells. It was considered that the provision of sanitiser at the Clubhouse was sufficient provision.

PB: table service would continue to be operated in the Clubhouse, but customers could now order at the bar as well. The wearing of masks was optional. The screens on the bar had been retained but relocated.

## 6. Reports

### Business Compliance (including Health and Safety)

MJ: MJ and PB had looked at the last Fire Safety Report and reviewed the action taken on issues raised. Most of the actions required had been taken, but:

- combustible material under the stairs needed to be removed (Junior Coaching materials and equipment) - **Action: PB to explore alternative storage and arrange removal of the items;**
- the Fire Escape needed to be accessible at all times – **Action: PB to instruct Nia accordingly;**
- The treads on the balcony stairs were unsatisfactory (owner's responsibility) – the new balcony would resolve this issue.

PB: a fire drill had been carried out satisfactorily.

PB: The Payment Card Industry Security Standards update had been completed.

### Managing Director/Finances

NJ: the Club's finances were very healthy, with month on month increases in green fees, bar sales and food sales. A couple of new members had joined, and renewals were going well. **Action: PB to issue a subscription renewal reminder through a Club V1 email to members, plus a mention in the next Newsletter.**

NJ would produce a more detailed financial report for the next meeting including end of the year projections of income and expenditure.

NJ: would ask the Accountants for a fee estimate for doing the annual accounts, and would seek a fixed fee.

Green Fees – with the advent of Nomad golfers, PB considered that green fees should be increased, particularly for twilight golf...which should be from 3 p.m. in the summer months. **The Board agreed in principle with the proposition – Action: PB to research rates at other Clubs before circulating a proposal for decision by the Board electronically – for implementation on 1<sup>st</sup> August.**

JB enquired on the profitability of the buggies. NJ confirmed that income had increased significantly, at no cost to the Club.

### Clubhouse

PB confirmed the profitable operation of the hospitality services, but explained the ongoing problems of staff recruitment and retention, particularly in terms of more skilled/experienced staff. Nia was having to interview on a regular basis, with mixed results.

JR provided the contact of an experienced Senior who had offered to volunteer for some shifts.

PB referred to letters received relating to the hospitality service – he would reply with an explanation of the staffing issues, which were being faced by pubs and

restaurants nationwide.

PB also took the Board through a note received from the Ladies' Committee via the Lady Captain, highlighting the need for adequate staffing numbers and equipment with the major Ladies Am Am taking place on 10<sup>th</sup> August. **Agreed: a dishwasher should be purchased, to be installed before 10<sup>th</sup> August – Action: NJ.**

JR: the Seniors could provide extra volunteer staff for the event, if needed.

JB: New cups and plates also needed.

JB: the ladies would be doing extra cleaning on a voluntary basis for the event. NJ: the Cleaner could be asked to do extra hours if needed.

JB: issue of mess/litter around the outdoor seating areas, particularly before 10.00 a.m. (when the Clubhouse staff started) from the night before. NJ: down to all staff and members to tackle if they saw a problem.

JB: stressed importance of plaque for Pauline Chapman to be in place for the 10<sup>th</sup> August – **Action: NJ.**

PB: proposed standard pricing of food was good value and compared well to other Clubs. JR confirmed the satisfaction of the Seniors for food and prices for their events.

PB: outlined costs of provision of Sky Sports provided by a Sky representative – too expensive, even with Brewery subsidies.

PB reported good sales of Madri lager. DW asked if a second real ale would be offered again – PB: yes, was an ongoing option.

In answer to a question regarding the provision of more menus on tables, NJ suggested the use of a QR code for this on each table.

JR: could coffee quality be improved? NJ explained the issue with currently leased equipment.

DW: asked if there was any interest in the Club purchasing barbecue equipment – he had hoped that to hold a BBQ as part of the next weekend Fundraiser. The general view was that this was not the best option – DW would discuss alternative food provision arrangements with Nia.

### Course

ST: the condition of the Course spoke for itself, with the investment in controlled chemical programmes for the greens producing dividends. PB: congratulations to the team.

PB: a new junior had started today under the Kickstart programme.

ST: the documentation for the provision of a new electricity supply for the Workshops had been completed with Western Power. The proposed date was 1<sup>st</sup> September, but it might be possible to bring this forward slightly – a generator was being hired in the meantime

ST: timber required for the various jobs in the programme was being delivered this week – including for the knee rail to be installed along the Pound Lane driveway, a fence at the back of the 8<sup>th</sup> tee, and the pathworks from the car park towards the 15<sup>th</sup> tee (may start this at the end of July, but would be a major job).

ST: The levelling of the 5<sup>th</sup> tee was still planned – for the autumn, if possible.

JR: congratulated on the Course condition...just a few minor comments/suggestions – one bunker rake needing replacement, signage at Pound Lane entrance, and sand in some of the bunkers.

#### Courtesy on the Course

DW referred to a number of comments and complaints that he had received regarding players not shouting 'fore'/near misses and the need for courtesy on the Course and around the Clubhouse (e.g. the outdoor seating). One written complaint had been replied to formally, with the Captain speaking with the two parties involved.

NJ: he had seen some examples of poor standards of dress recently.

**Agreed: a strong message to be included in the next Newsletter on etiquette, standards of dress and courtesy on the Course and around the Clubhouse.**

#### Marketing

No report/not discussed.

## **7. Projects**

#### Balcony and Outdoor Seating

NJ: the balcony was currently being put together in the contractor's workshop, ready for installation in August. The contractor planned to work on the footings and dismantle the old balcony in early August. It was hoped that assembly would take about two weeks.

DW suggested that an update, including the proposed timetable, should be provided to the Members, and the plans put on display in the Clubhouse.

## **8. Any Other Businesses**

PB: the lease had finally been formally signed.

PB: enquired as to who had put in the flowers in the planters on the decking –

**Action: PB to thank Margaret Cumming. NJ was also thanked for his part.**

JR: 100 members now in the Seniors Section. Thanks to the Board for the resumption of two tee starts on Thursdays.

BP: planning a follow up 'Women in Golf' promotion once the schools had gone back – on a Friday evening.

JR: could prize vouchers be used behind the bar as well as in the Pro Shop? NJ explained the background and why this was not favoured.

JB: requested the Board's agreement to a picture rail being installed in the lounge – JB wanted to display items for a sealed auction to raise money for her charity -  
**Agreed – Action: JB to approach John Ecclestone.**

DW: updated the Board on the conclusion of the issue raised at the the Men's Committee about tees being blocked out for the competitors only on weekend mornings, assisted by England Golf's Equality Guidance – no action to be taken.

NJ: explained his plan to run a raffle for an exclusive prize of a pair to join a fourball at the JCB Course at Uttoxeter – tickets to be £10 each, raising funds for the Club Development Fund. The Board welcomed this offer.

NJ: raised a question on how best the Board should deal with confidential/sensitive items. **Agreed that the appropriate approach was, as now, for there to be exempt items on the agenda from which the non-Director members of the Board would absent themselves** (i.e the Captains and President).

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

Next meeting to be held on **Monday 23<sup>rd</sup> August 2021** at 7 p.m. in the Clubhouse.