

# Yealmpton Bowling Club

Minutes of Management Committee Meeting held at the Clubhouse on 22<sup>nd</sup> February 2024 at 2:00pm

Committee Members present: Roy Holland (Chairman) Yvonne Willis (Club Secretary), Ian Pepper (Treasurer), Andy Lugg (Club Captain), Annette Court-Hampton (Ladies Team Captain & Safeguarding Officer), Bob Smith (Fixtures Secretary), Colin Burgess (Club Coach)

Volunteer Officers present: David Pain (Estate Manager), Ray Moorhouse (Club Vice Captain), Judy Smith (Ladies Vice Team Captain), Peter Ford (Website Manager).

## Apologies for Absence

ColinGeorge (Men's Team Captain), Mark Pope (Green Keeper).

## Minutes from previous meeting (5/10/23)

Subject to adding Peter Ford (Website Manager) to the Volunteer Officers present, these were approved as a true record of the meeting.

## Matters Arising from 5/10/23 Minutes

All matters arising will be dealt with during this meeting.

## Accounts 30/9/2023

These were circulated to all members on 26/11/23. Additional work was required this year and Yvonne thanked Peter Ford and Ian Pepper for their considerable efforts. The accounts will be presented at the Spring Meeting. To date no questions/concerns have been raised by members. The committee discussed the use of cash floats. It was agreed that these would continue. Members holding cash floats would need to return unspent floats and receipts of all expenditure during the last week of September.

## Secretary's Report

Points to note from the S8 AGM are:

1. Affiliation fees - no increase from BD or S8 affiliation fees (£4 and £0 respectively), £2 increase to £7 from BE;
2. County Competition fees for 2025 remain unchanged although they ran at a loss in 2023;
3. Fees for members joining through Open Days will no longer be waived. BE will waive fees for members joining through Big Bowls Weekend;
4. £150 is available for clubs holding open days held by mid-May.

Yvonne confirmed that the Yealmpton voting form for the BE competition changes had been returned with Yealmpton voting in favour of all changes.

25 members initially indicated a willingness to take part in the new Mixed League. 5 have now withdrawn their support due to the match timings/format which will be 3 rinks mainly played at 2pm. After discussion, the committee voted against joining the Mixed League. Yvonne will inform the organiser.

Club tops – after the last meeting Bob contacted the Chair of BD to determine a) whether, during a transition period, members can wear either shirt when playing representative matches and b) whether the new design is acceptable. The response was that all members of the team must wear the same. The majority of the committee voted in favour of keeping the current design but changing the supplier from Shotbowl to Kitworld. Yvonne will inform Kitworld.

## Treasurer's Report

Ian informed the committee that after taking into account the unpaid rent for 2022 and 2023 the available cash at the bank was £10,711. The green contractor costs have not yet been billed.

## Club Captain's Report

Andy informed the committee that the number of mixed friendlies will increase in the coming season from 14 to 16.

Club afternoon on Thursdays proved successful last season and will continue in the coming season. The drinks

facilities for home matches and Club afternoons will also continue. The Committee agreed to purchase a new countertop fridge to ensure that all provisions could be kept chilled.

Andy intends to organise a mid-summer event, an event to coincide with finals day and an event around Christmas time.

The Green 100 fundraising initiative will continue this season with the first draw taking place in April. Payment for numbers could be in two parts – April and July. Numbers will only be included in the monthly draw on receipt of money. Yvonne to include information with the Spring Meeting Notice email.

### **Men's Team Captain Report**

The Men's Team Captain was unable to attend the meeting and did not provide a report.

### **Ladies Team Captain Report**

Annette reported that Yealmpton had been asked to host two County matches in the coming season, one of which will require 6 rinks (Devon Ladies v S8 on 11<sup>th</sup> June). Catering will be required for this event and members will be asked to assist.

### **Fixture Secretary's Report**

All fixtures are in place - ladies 14, men 26, mixed friendly 15. Bob informed the committee that he had tried to spread the matches out evenly over the season. Chudleigh have approached Bob asking if Yealmpton would like to play a mixed friendly against them. The committee asked Bob to inform Chudleigh that for this year, fixtures had been finalised but the Club would be willing to play a home game in September.

### **Coach's Report**

Colin informed the committee that he was willing to undertake coaching on Tuesday mornings and Friday evenings. Bob has agreed to assist. An Open Day will be held on Sunday 12<sup>th</sup> May between 10am and 3pm.

### **Greenkeeper's Report**

Bob informed the committee that the contractor had completed the Autumn and Winter work. During the season the contractor plans to work from 12noon until 2pm on the first Monday of each month. This will be noted on the fixtures list and rink booking forms. During the season the green team will work alongside the contractor for cutting, watering, changing rinks etc. The contractor has not yet invoiced the club although the costs have been agreed. The cost of fertilisers and seed are expected to be in the region of £1,500. The committee agreed that the services of the contractor should be retained for the following season.

### **Safeguarding and H&S Officers Report**

Annette informed the meeting that she was unable to undertake the Safeguarding course which was booked for early February. A refund has been received and Annette will book herself onto another course. Yvonne enquired about Colin and Bob's enhanced DBS. Neither have received them. Yvonne to resend the information to Colin and Bob, also to Annette, so that they can apply for their enhanced DBS.

### **Estate Manager's Report**

David informed the meeting that during some recent high winds the felt had blown off the equipment shed. A temporary repair has been done. A more permanent repair will be carried out when the weather improves.

### **Competitions Committee Report**

2 cups were wrongly engraved at the end of last season. Roy has agreed to get them re-engraved and hopes that this will be done before the Spring Meeting.

### **Website & Team Selection**

Peter informed the committee that he will be standing down at the end of this year. He had sought a review of the website requirements in preparation for handing over the reins. A document was circulated prior to the meeting with various items highlighted for discussion. The committee agreed the following:

- The playing squad form will be standardised and used by members to indicate their availability for ALL matches. Members will have access to this form so that they can update their own availability. Ray noted that it was the members responsibility to inform the relevant captain should their availability change at late notice;
- Website blogs will be used more extensively in the coming season;

- Papers relating to the AGM and Spring Meeting will be circulated by email/post. Only the Notices and officer nomination forms will be posted on the website;
- The Competition Committee will meet to discuss how best to run Club Competitions – from the noticeboard or the website. Changes will be implemented in 2025.

Members will be informed of the changes at the Spring Meeting. They will also be asked if anyone wishes to assume the role of Website Manager from October 2024. The website is vital to the smooth running of the Club and if no one volunteers a member of the existing committee has agreed to take on the role.

The committee thanked Peter for his hard work over the last 5 years.

### **Clubhouse Cleaning**

Once again, issues arose with the cleaning roster last season. The suggestion to employ professional cleaners at the start of the season and again mid-season was rejected as too costly. The suggestion that a cleaning team and a brown team, each consisting of 12 members was established met with committee approval. This suggestion will be taken to the Spring Meeting. It is important that all members support the running of the Club.

### **Updates to Rules**

Yvonne informed the meeting that a few changes were required to the Rules. Updates were circulated in advance of the meeting and the committee accepted all changes. As a result of this meeting a few additional changes are required. Yvonne will update the Rules and issue to all members with the Spring Meeting papers.

### **Honours Board**

The honours board needs to be updated. The committee have accepted the quote received. Yvonne will arrange for the Board to be updated prior to the Spring Meeting. Ray asked if members with long names were consulted. Yvonne will contact those affected before the board is updated.

### **Spring Meeting & 2024 Subscriptions**

The draft agenda was circulated in advance of the meeting. No changes are required and Yvonne will issue to all members along with relevant papers.

A discussion took place regarding the subscriptions. It was agreed that these should be held at £110 for full membership despite the increase in affiliation fees and green maintenance costs.

### **New Season Advertising**

It was agreed that adverts should be placed in the Parish magazines and the Chronicle. The advert will incorporate the Open Day and coaching from Tuesday 14<sup>th</sup> May.

### **AOB**

- For H&S reasons a cabinet is required for the storage of hazardous materials. The committee agreed to purchase a suitable cabinet at a cost of circa £300;
- The energy contract is due for renewal in April. Ian was given the go ahead to renew with the existing supplier;
- Yvonne asked Ian about the possibility of opening an instant access savings account to generate additional income. Ian has already made some enquiries and will report back on the options available;
- Pre-season opening work will be carried out on 4<sup>th</sup> April;
- Bob updated the Committee on a couple of Athletic Club matters – an AGM was held recently, there has been a change in the committee - Bob is no longer the Athletics Club secretary. Bob offered to remain as the Bowls Club representative and the committee supported this. There will be a Duck Race on 8<sup>th</sup> June.

There was no further business and the meeting was closed.

YW

22/2/24