

**Totnes Bowling Club**  
**Management Committee meeting held at the Clubhouse, Borough Park**  
**On Saturday 21st May 2022 at 10.00 am**  
**Minutes**

**1. Present** : – Alan Mitchell, Mike Hannaford, Fred Martin, Hilary Saffery, Tom Bowden, Lynda Joseph, Tudor Joseph, Paddy Harris, Paul Eames.

Apologies: - Lydia Stocks, Paul Brown

**2. Minutes of last meeting:** - Agreed as a true record of the last meeting.

**3. Matters arising:**

**3.1 Updated web site:**

The committee thanked Tom for updating the web site and were happy with all the changes. There have been no further incidents of scams since these changes were made.

**3.2 Help for Ernie on maintenance of the green:**

Jack Chalcraft has been helping, and Andy Bishop has been down a few times as well.

**4. Treasurers report**

**4.1 Accounts**

The accounts were circulated by Tom prior to the meeting, and the committee had no comments to make, and therefore they were approved. The current balance was around £15,500, and Tom predicted that, at the current rate, this would end up at around £10,000 or 11,000 by the end of the season.

**4.2 Finance Sub Committee**

At the Finance Sub Committee held on 17<sup>th</sup> May, a number of recommendations were brought to the meeting.

**4.2.1 Sponsorship.**

It was recommended that the club start to approach targeted businesses in the town to raise sponsorship money for the club, offering a range of packages; possibly along similar lines to Holt BC. Tom brought in some brochures for members to look at.

The aim would be to start having one to one meetings with businesses to discuss options.

There was no plan to approach all the shops in the High Street with a blanket leaflet drop, which rarely produces any results.

**4.2.2 Recruitment.**

Try ways of attracting new junior members into the club, as well as all other age groups.

**4.2.3 Social events**

Organise regular year round social events. Tom to progress.

**4.2.4 Bar prices**

The committee approved the raising of most prices for drinks on the bar.

**4.2.5 Club jackets**

Wearing of club jackets as a standard item of clothing is not going to happen.

## **5. Playing section matters**

### **5.1 The club strip**

All members have now received their new club shirts at a cost of £10 per shirt. For any order of additional shirts they would cost in the region of £29 per shirt.

It was agreed that white trousers would be worn for afternoon and weekend matches, and for evening matches it would be greys.

### **5.2 Ladies lockers**

A number of the lockers were stiff and others had no keys. The committee said that ladies should go ahead and resolve these issues.

### **5.3 Men's lockers**

Arthur Hales-Owen holds the list of lockers and the bowlers that pay for them. Arthur is going to check the list as there are some discrepancies.

Tom said that the lockers looked awful, with worn out stickers, some of which were not for current members. These lockers need to be smartened up and cleaned.

## **6 Catering matters**

### **6.1 Glass jugs**

The current glass jugs are fit for purpose. There are also stainless steel jugs that can be used.

### **6.2 Tea making rota**

Some members appeared on the rota at the same time that they were playing in the match. The rota needs to be checked to make sure this doesn't happen again.

At the last B team match, the A team were supposed to make the teas, which they did; and then man the bar after the game, which they did not do. Di Fletcher kindly stepped in to serve at the bar. The message needs to be reinforced to ensure that the bar is manned after every league game.

### **6.3 Pasties**

Lynda Joseph cooks all the pasties for the A team. There is currently no member who performs the same duty for the B team. Kathryn Hooper kindly stepped in to cook them, but she will not be available after every B team game. Therefore some additional help is needed to perform this task.

## **7 Bar matters**

Paul Brown has had to step down from managing the bar for the time being. Wendy has been re-stocking the bar. Unfortunately two types of beer ran out during the evening of the last B team match. Tom said he will make sure there are enough beers for next matches.

## **8. Green maintenance**

### **8.1 Avon's contract**

A meeting with Avon will be needed in August to discuss what they will do if their contract is renewed. It is thought that they only come to look at the green once a month, and don't do any work themselves, but advise on what needs to be done, at a cost of around £4,000.

Mike Hannaford will write to the contract manager at Avon to discuss any future renewal of the contract.

## **9. Correspondence**

All correspondence comes in email format and Mike H forwards them to appropriate members.

## **10. Any other business**

#### 10.1 Windows and conservatory roof

All the windows and the roof have been cleaned. There are 4 double glazed windows which have blown and need replacing. Paddy will approach a company to get a price for doing this.

#### 10.2 Treasurer

Lloyds bank has been very inefficient in changing the details to Tom Bowden, our new treasurer. They have admitted to this and have given the club £90 in compensation.

#### 10.3 Club nights

Lydia has suggested having a club night in June. The committee will ask her to pick a date for this.

#### 10.4 Visitor information

Gary Hooper mentioned that a number of people have asked members who are playing on rinks, how they get in touch with the club to find out more information, who to ring and potentially how to join. There is no information on our front door, which is usually locked so that they cannot enter to find someone to talk to.

Tom will make a poster to stick on the front door.

#### 10.5 Reports for the newspaper

Hillarie asked for the scores for every match so that she can get them put into the newspapers. Team captains need to provide this.

#### 10.6 Phone numbers on the web site

Alan Mitchell requested that his number be removed. Tom will do this, and for anyone else who does not want their number to appear.

#### 10.7 Future of the Finance Sub Committee

The committee agreed that the sub-committee had completed its' remit and there was no need for it to continue, as all actions should be brought to the full committee.

### **11. Date of next meeting – to be arranged.**

There being no further business the Chairman closed the meeting.

Chairman

Date



# Totnes Bowling Club, Borough Park, Totnes, TQ9 5XW

Affiliated to Bowls England & Bowls Devon

## Treasurer's Report for Management Committee Meeting

21 May 2022

### Accounts 2021/22

Accounts to date are attached. Still early days in the season, but indications are that Bar Sales are holding up and should yield £3,500 - £4,000 for the season.

The balance at the bank, as at 21 May is £14,563.

Cash in hand of £381.34 comprises:

Treasurer:	£153.38
Green Team:	£157.96
Bar:	£70.00

A handwritten signature in black ink that reads "Tom Bowden".

**Tom Bowden**  
Treasurer

## Totnes Bowling Club

2020/2021 Actual	Revenue Account	2021/2022 Actual		2021/2022 Probable	
£	Income	£	£	£	£
4,034	Annual Subscriptions	6,015		6,015	
0	Sponsorship	1,750		1,750	
0	Grants	5,000		5,000	
3,438	Bar Sales	862		3,684	
1,158	Catering	237		1,200	
0	Raffles	192		300	
131	Competition Fees	251		251	
81	Clothing	650		650	
0	Annual Dinner	(46)		(46)	
0	Social Events	0		0	
409	Green Fees	90		90	
0	Donations	241		250	
520	Charity	40		500	
99	Other Income	94		175	
<u>9,870</u>			<u>15,376</u>		<u>19,819</u>
	<b>Expenditure</b>				
8,503	Green & Machinery	4,860		8,603	
6,411	Premises & Grounds	2,638		3,597	
1,176	Administration	534		1,442	
814	Affiliation Fees	723		723	
2,052	Bar	349		2,200	
440	Catering	200		500	
0	Raffles	134		200	
460	Competitions	0		500	
34	Clothing	1,612		1,612	
0	Annual Dinner	1,304		1,304	
520	Charity	0		500	
729	Depreciation	729		729	
<u>21,139</u>			<u>13,083</u>		<u>21,910</u>
<u>(11,269)</u>	<b>Surplus/(Deficit)</b>		<u>2,293</u>		<u>(2,091)</u>
	<b>Capital Account</b>				
	<b>Fixed Assets</b>				
<u>2,189</u>	Mower	<u>1,460</u>		<u>1,460</u>	
2,189			1,460		1,460
	<b>Current Assets</b>				
13,220	Bank	14,563		11,245	
108	Cash in Hand	381		381	
340	Bar Stock	604		604	
0	Clothing	572		572	
<u>0</u>	Debtors	<u>640</u>		<u>0</u>	
13,668			16,760		12,802
	<b>Less: Current Liabilities</b>				
0	Creditors	0		0	
<u>800</u>	Key Deposits	<u>870</u>		<u>870</u>	
800			870		870
12,868	<b>Net Current Assets</b>		<u>15,890</u>		<u>11,932</u>
<u>15,057</u>	<b>Total Assets</b>		<u>17,350</u>		<u>13,392</u>
	<b>Financed by:</b>				
	<b>Members Fund</b>				
26,326	Balance B/F	15,057		15,057	
<u>(11,269)</u>	Surplus/(Deficit)	<u>2,293</u>		<u>(2,091)</u>	
<u>15,057</u>	Balance C/F		<u>17,350</u>		<u>12,966</u>

Signed as a correct record:

Treasurer:

*Tom Budge*

20 May 2022