TOTNES BOWLING CLUB

MINUTES OF MANAGEMENT COMMITTEE MEETING

HELD ON THURSDAY 10 AUGUST 2023 at 10.30am.

PRESENT:- Tudor Joseph, Mike Hannaford, Paddy Harris, Graham Sowerby, Lydia Stocks, Ken Law, Fred Martin, Paul Eames, John Shepherd

1. APOLOGIES:- Lynda Joseph, Duncan Burnell, Gary Hooper

1a John Shepherd was welcomed on to the committee in his new role as fixture secretary.

2. MINUTES:- Of the committee meeting held on 6 July 2023 were accepted as a true record.

3. MATTERS ARISING:-

3.1 Defibrillator training – several options have been looked at by Graham and Lydia. Further enquiries will be made by Graham and John to be considered at the next meeting. Some training in CPR is probably more important than defibrillator training, and needs to be considered. Any training will take place at the beginning of next season.

3.2 Christmas dinner – Paddy confirmed that Dainton Golf course has been booked for this year's meal on Saturday November 18th at 7 for 7.30. Paddy has visited Dainton and was given a set menu. It was agreed to go ahead with this menu. A notice will be pinned to the notice board shortly for members to sign up, along with their menu choices. This should be entered by 4th November. It was agreed that no musical entertainment would be booked for the dinner.

4. TREASURER`S REPORT:-

The current balance is £15,052.71. This includes the money collected for Rowcroft of £327.

Graham has researched the cost of tills for the bar. After discussions with Mike, it was proposed to buy a simple till, plus a card machine. The costs were put forward to the committee. Bitton Park said that their bar takings had gone up since they installed a card machine, and that it was likely that our takings would go up too, paying for the two machines with the additional profits made. These machines will be purchased and installed by the start of next season. The machines will be able to produced printed receipts for customers.
The question of the security of the bar was raised, and this will need to be looked into as a separate project.

5. PLAYING SECTION MATTERS:-

5.1 Fixture secretary John has made some bookings already, as well as adding the fixed dates to the calendar. He has sent an email to other clubs to introduce himself as the new fixture secretary.
The club has an email address for it's' fixtures:-
totnesbc.fixtures@southbrent.org.uk
John's mobile number is 07970 596 458

The club had 20 friendly fixtures this season, which is lower than normal.
The front end of this season was heavily loaded with friendlies and tourist matches. Some members of the committee requested, if possible, that the friendlies be spread out over the season. Of course we cannot refuse any tourist games as they bring in a lot of money to the club. It was also suggested that we did not play both a home and away fixture in the same season; rather play at home one year and away the following year.

5.2 Open Day
The open day was not a great success this year, despite the fact that two world champions (Sam and Harry) came and played against members for the whole day.
Graham suggested that we join in with the "Big Bowls Weekend" next year, which is organised by Bowls England. Sam and Harry said that they would come again this year, fitting it around their bowls match schedule.

5.3 Recruitment
The committee thought that we ought to be more proactive in order to attract new members. It was suggested that a sub-committee be set up. Graham and Lydia volunteered to take this forward. They will be looking at different ways we can do this; e.g. leaflet drops, standing outside Morrisons handing out leaflets, etc.

5.4 Club competitions
Gary Hooper suggested that the committee should review both the entry fees, and the prizes, for future club competitions. The total income from fees was £237 this year. The costs to the club, including prizes and engraving trophies, comes to about £500. Proposed changes need to be brought up at the next AGM.

6. CATERING and BAR MATTERS

The catering is running smoothly.
A member is needed to help bank the money taken at the bar. In the first instance, an email will be sent to all members to ask for a volunteer.

8. GREEN MAINTENANCE
The contract with Avon for the green maintenance will be terminated on 30 September 2023.
A new contract was drawn up with Tim Wakeham, who has now decided to retire. Max, his assistant will be taking over from Tim. Initially, Max did not seem to be aware of the full details of the contract, however, when Mike contacted Ernie, Ernie said that "we're fine." Mike will ask Ernie for a little more detail at their next bowls match.

9. CORRESPONDENCE
Most correspondence comes in via email. This is distributed to members as soon as it comes in. It was decided that this item be removed from future agendas.

10. ANY 0THER BUSINESS

10.1 Amendments to the Constitution Document
10.1.1 – Item 5.1 - As we do not have a ladies' secretary, this should be removed.

10.1.2 – Item 5.4 – the wording regarding Co-Opting should be reinstated.

10.1.3 – item 6.3 – should be changed to "All cheques drawn on the general account, shall be signed by the treasurer and one of the authorised signatories."

10.1.4 Items 10.4 and 10.5 – club competitions – the wording should be changed to say that both (or more) players should be equally responsible for arranging dates and times for matches; as per Gary's wording on the notice board.

10.1.5 – Item 11.4 – relating to the AGM should be removed.

10.1.6 – Item 9 – sub committees – should be removed.

10.2 Closure of Conservative Club
As a result of the closure of the Conservative Club, a number of tables are up for sale. Paddy asked for the go-ahead to purchase 4 tables to replace the damaged tables at the club. It was agreed that Paddy could go ahead and purchase them.

10.3 The Club's website
John has secured the website, and password protected it. He is the only member with access to it. There is a specific area for fixtures. John is quite happy to update the website, but needs someone else to keep an eye on it, and tell him what needs changing.
John has gained access to the club's email address.
Graham will be sending three documents for John to add to the website concerning Safeguarding, Code of Conduct and Health and Safety.

10.4 Purchases
Lydia said that some new wedges were needed for the umpire's case.
Also, that a new ring binder was needed for fixtures.
Approval was agreed for both purchases.

10.5 The club's AGM
The date set is Saturday 28 October – time to be agreed

DATE OF NEXT MEETING:- Thursday October 5 at 10.30

There being no further business the chairman closed the meeting

Signed by the Chairman:- Date:-