**Stafford Bowling Club Management Committee Meeting Wednesday 8th May 2024.**

Present: Frank James (FJ) (Chair), Dave Kelsall (DK) (President), Ken Sproston (KS) (Treasurer) (Trustee), Nick Bickley (NB) (Secretary) (Trustee), Vilma Allman (VA), Wendy Boult (WB), Chris Robinson (CR) John Cussons (JL), Ken Lancaster (KL), Rosie Vance-Cotsford (RVC),

1. Apologies: Trevor Laws (TL) (Trustee) Dave Barrett (DB), Peter Atkin (PA)(Trustee)
2. Approval of Minutes from 10th April 2024

Proposed: WB

Seconded: CR

Passed by the Committee

1. Matters Arising:

4xi: WB has completed the Level 1 Coaching Course, there will be a £75 refund from a bursary

 FJ congratulated WB on qualifying.

 WB and Diane Williams are running the Saturday coaching courses. There have been four

 newcomers.

 The forms to be completed for coaching have been reviewed including the introduction of a

 medical form. WB has consulted Mark Bircumshaw regarding all members completing a

 medical form and he recommended it should be done so the club are aware of any issues.

 6vii: JC is concerned about the number of keys available to open the bar and that a z key for the till is

 still not behind the bar. He feels that we should restrict the number of keys available and that

 there should be a number of volunteers named to run the bar. He and KS feel that there should be

 a set time for the bar to be opened on Tuesday and Friday nights. JC and

 NB recommended that there should be a key safe for all the keys behind the bar.

 It was agreed that:

 i: the bar door lock would be changed and JC would restrict the use of keys

 ii: the bar would open at 7pm on Tuesdays and Fridays

 iii: DK will look for a key safe he has to donate to the club

**Action: JC to contact locksmith**

 7: FJ congratulated DB on the work he has done since taking up the role of head greenkeeper.

 12i: **Action:NB to contact Stone Bowling Club regarding the venue for the return leg**

12ii: WB informed the meeting that some donated equipment has been sold and that we still needed

 2.4/2.6 woods. There are 19 sets of woods available for coaching.

**Action: WB to try and source woods through WhatsApp advert on Ladies’ Captains site and has**

 **been given permission to purchase some.**

12iv: FJ has received a phone call informing him that John Morley’s keys would be returned to him.

 CR and Wendy Robinson talked to Gill Morley and felt that the club needs to restrict contact

 with her at the present time

1. Secretary’s Report
2. Maintained the calendar
3. Booked events at the club
4. Informed members of matters concerning the club
5. Authorised payments
6. Updated Defibrillator website
7. Arranged meeting regarding transfer of trustee. Note: this is still not completed due to TL’s wife being ill
8. Arranged refreshment van and car parking for county match.

FJ thanked NB for this

1. Reinstated noticeboard at the club entrance to highlight events
2. Passed names of prospective members to KL
3. Treasurer’s Report

 KS spoke to the Committee about the April finance report which had previously shared with the committee members.

 There was nothing to highlight

KS requested that the meetings be moved to the third week of the month to help with producing the report. This was agreed and so the next meeting will be on the 19th June and subsequent meetings will be moved.

KL enquired about the figure on the miscellaneous line?

KS explained this figure represent when he has had to move amounts between accounts to pay for items such as the electrical inspection.

1. Standing Charges

Nothing to highlight except the club admin line showed the costs of the electrical inspection

1. Bank Accounts.

|  |  |
| --- | --- |
| Lloyds Bank Treasurers Account | £5106.02 |
| Lloyds Bank Savings Account | £15256.50 |
| Accounts Total | £20362.52 |

c)Membership

The list of members and terminations had been shared with the Committee.

It was noted that Peter Elliot was still on the list. KS stated that his membership had been deferred.

JC suggested that in light of the work Peter does on the hedges and gardens that he should be given free membership.

FJ stated that an agreement had been made that Peter could sell plants at evens in return for doing this work.

 New members are: Ray Bandha, Jacqueline Bandha, Patricia Murray and Gaynor Woodward.

 John Hopper and Stanley Ashcroft have rejoined

 Gareth Lax and Eddie Mason have been terminated from the lists

Full: 101

Life: 10

Junior: 0

Associate: 6

Social: 5

Total: 122

 KL and KS are to discuss KL taking over ownership of membership list.

 KS asked the committee to consider succession planning for the position of treasurer ready for when he decides to step down from

 the postion (this is not planned in the near future).

 NB suggested asking the membership if anyone would like to ‘shadow’ KS in the role to prepare for this event.

 **Action: NB to advertise this role to membership**

6) Social Committee

 i.VA reported that the county match refreshments had been organised by the Social Committee and that £27.86 will be passed to the

 club accounts which was left over from the grant from the BCGBA for food.

 ii. The Open Day and Music Night will take place on July 14th with a buffet

 iii. A quiz night will take place later in the summer

 iv. The committee are looking into possibly organising a boat trip from Norbury Junction with fish and chips. WB will contact

 members to investigate the amount of interest

 v. £80 was raised from the raffle on Sunday

 FJ thanked the committee for all the work they had done for the county match

 WB brought to the committee’s attention that there was a box in the kitchen with a lot of money from people paying for tea/coffee.

 She used some of this money to purchase stocks and gave KS accounts showing how much was there and what was left after the

 purchases.

 It was agreed that most of this fund would be kept behind the bar and that a small amount would be left out as change.

7) Membership

 KL asked the committee what was the optimum membership? It was agreed that the maximum would be 150 but the present 122 is a

 good leaving a number of places for experienced bowlers to join.

 He has met with a number of prospective members and asks about their expectations of the club. Some had asked about trial

 Membership by those who wished to play socially. It was agreed that the coaching gives an opportunity for those who wanted to see

 if the game suited them before joining.

 KL explains to prospective members that playing for teams this season would not be possible but they could apply next year.

 8) Greens and Grounds

 A report from Dave Barrett was read out by NB:

 1.Since I agreed to be groundsman I think everything has come all at once. I can say that the regular team have been great,

 they know what they are doing and what days etc.

 2. I have also asked a few times for extra help from members and have had a good response from them, of which I am grateful

 for.

 3. We had little notice of the Staff's vs Yorks County match but after months of rain managed to get the green in a perfect

 condition, which was much appreciated by both counties.

 4. We have had a problem with mice getting into the club and in the end had to get the pest control in, as it is I think it is

 working.

 5. The number 1 sprinkler has now been fixed and all sprinklers are working fine.

 6. Please accept my apologies for the slope at the top of the green, first job and messed up, but it will be put right.

 7. All the borders have someone who is looking after them, Roger, Anne, Harvey & Fiona.

 8. The utility firm are coming on Thursday 9th May to do some exploratory work on the water pipes, hopefully this may stop the

 pipes from freezing in the winter.

 Last but not least a big thank you to all the Team and all volunteers who give their time to keep the club in a good condition,

 and well done to everyone who worked hard on county match day.

9) Safe Guarding

 The new leaflet is still being developed.

 WB raised two issues affecting welfare at the club:

1. She had previously emailed the committee regarding the use of the green on Friday afternoons as she had been informed that two teams were using the green for a roll up and other members were being excluded.

DK explained that he has been part of this group and said that anyone at the green was invited to join in. Following a discussion around this matter FJ asked WB to get the person who had felt excluded to write to the committee so the matter could be looked into.

1. WB is concerned that the committee had not taken the matter concerning members commenting about her and VA seriously

Enough and that this was continuing to happen with the matter being talked about at other clubs.

FJ said that he would speak to the members identified by WB about this matter.

 **Action: FJ to talk to members involved.**

 **WB will ask members who have previously complained, about this matter, to contact the committee**

1. AOB
2. FJ asked the committee if we wished to purchase a gazebo the Ernie Hultquist had for sale.

It was agreed we did not need to purchase this

1. JC requested that the broken fridge, behind the bar, was replaced at a cost of between £450-£500 to increase capacity. He also pointed out that all the fridges were plugged into one extension cable which he felt was not safe.

RVC suggested contacting the firm who had supplied the till as they sold fridges as well.

It was agreed that JC would contact an electrician to see if we needed to correct the way the fridges are plugged in to get a quotation. CR asked if a quote could be got to add isolators on two security lights which come on during matches.

 **Action: JC to contact electrician**

1. VA updated the committee with her investigations into National Lottery funding to extend the club. She had discussed this with other clubs who had obtained funds and said it needed involvement of one trustee and the chair. She said that we would have to identify the benefit to the community to obtain the funding.

CR explained that when we had obtained funding in the past these questions are answered and that the forms are in the club filing cabinet

1. JC is concerned that the fire door lock is not working properly

 **Action: JC to ask locksmith to look at the lock when comes to look at bar door**

1. KL expressed concern about the recycling of cans and bottles. JC explained that cans are collected and delivered to a local recycling company and that bottles are taken to the local recycling centre. He also pointed out that three blue bins have been donated to the club
2. WB asked if the coaching insurance could be paid by the club and it was agreed that this would be done.

 Meeting closed at 8.45pm

 Next meeting: 19.06.24 at 6.30pm