**Winslow Bowls Club**

**Minutes of the Committee Meeting held Monday 22nd April 2024 9.30am**

: **Meeting Attendees**

* C Bishopp (CB) Chairman
* Roger Shelton (RS) Secretary
* J Gilbey (JG) Treasurer and Captain
* V Griffiths (VG) Committee Member
* C Geary (CG) Committee Member
* L Ward (LW) President, Fixture and Competitions Secretary
* J Thorogood (JT) Website and Media Manager
* R Moll (RM) Safeguarding Officer

1. Apologies None

2. **Minutes**

* The minutes of the meeting on 18th March 2024 were noted and accepted by the committee prior to signature by the Chairman.

3. **Matters arising.**

* Matters arising were dealt with within the agenda.

4. **Treasurers report**

* An updated set of accounts was presented by JG.
* Current bank balance is £18.1k with a deficit of £3.5k projected for the year.
* Subscription income is down but this was expected. The committee is optimistic that prospective new members will turn up at open day on Saturday 27th April.
* The short mat season has now finished and match fees etc from this source totalling £844 have been received which is approx. £200 over budget,
* Income from clubhouse hire presently shown at £2,338 against annual budget of £3,000. VG mentioned that with in excess of £1,000 during May and June we are well on the way to exceeding budget.
* The bar manager has passed on to JG £200 being profit takings to date from bar.
* On the expenditure side at present most categories are within budget.
* 13 members have made use of the prepaid match fee cards and it is hoped more members will start to use these.
* Club insurance renewal documents have been received which in current form will show a minimal increase in that allowed for in budget. JG is looking into queries which were raised and will report back.

5. **Safeguarding**

* RM gave an in-depth presentation regarding the course he attended organised by Bowls England on this important subject. There are various matters which the club will need to take forward and RS will meet with RM to formulise a way forward.

6. **Officers of the club**

* RS sort clarification of some of the duties of the secretary. It was agreed that committee members should respect the job description set out in the club’s constitution
* **Trustees**. It was reported that the current Trustees situation is uncertain. The club constitution states the positions should be held by club members, a minimum of 3 and maximum 4. CB is to investigate and report back to the committee.

7. **Captains matters**.

* JG was happy to report that the number of members coming forward to play in matches is exceeding the places available. This has not happened for a long time. He is now approaching opposition captains to see if they are agreeable to additional triples/rinks
* The rink diary is working well and JG has developed a system to enter those members who do not have access to the diary.
* It would be helpful if members could confirm their availability on the rink diary once the teams are announced.
* For home games it was agreed that JG would nominate 2/3 of the players selected to source and layout refreshments.
* COACHING. RS reported that 4 members had put their names forward to be considered for coaching courses. The cost of the course is £150 per participant with £75 bursary being available on qualification. It was decided that Sheila Cadge and Roger Hayman should on this occasion be selected and they will be attending the first stage of the course at the end of July.

8. **Social matters**.

* **Open Day** on Saturday 27th April commencing 11.00 until 3.00pm. At midday the official opening of the ramp and presentation of various disability aids will be made. VG has arranged a representative of DBE to be present and representatives from other organisations who have contributed to the ramp and other aids. RS to email members to ask to come along to assist on the day and club “Blues” should be worn. RS to provide a record sheet for those who attend to fill in. It would be helpful if some members could volunteer to provide refreshments in the form of tea/coffee throughout the day.
* **100 Club** This was introduced at the Spring Meeting and to date RS/JG have received 48 entries. The first draw will not be made until the end of June so a fresh push will be made to encourage members/friends and family to join. Entry forms will be available on the website and on the notice boards in the changing rooms and clubhouse..
* **Lions Joint Social** VG confirmed this has been arranged for the 4th June and will be a short bowls event followed by bingo in the clubhouse. Fish and chips will be provided and the Lions will organise this-more details to follow.
* **Bucks Masonic** Various emails had been going back and forth regarding catering for this match and what the match fee will be. CB pointed out that decisions of this nature should be made at committee level in future. On this occasion the rink fee/catering fee will be £7 for all players. Tea and biscuits will be provided at halfway stage with a 2 course meal after the game.
* **Spooner Trophy 27th May.** Winslow Bowls Club will be hosting this event. Match fee £7 to include full refreshments after the game.
* **Presidents Charity.** LW informed the committee that his selected charity this season will be the Epileptic Society

9. **Clubhouse Hire**.

* RS reported that the previous date for the Food Hygiene inspection had to be postponed and will now take place after the current committee meeting.
* VG asked for consideration be given to obtaining a new back door as the current one is in need of repair. It was agreed that quotes should be obtained by VG..
* The electricity inspection to enable the required safety certificate to be issued has been booked. VG will also ask the firm who are undertaking the inspection their views on updating the current lighting in the main clubhouse.
* Bar Management . The bar manager had raised a few comments regarding the bar and CB will discuss with him outside of the meeting.

 10. **BBA**

* RS will make the affiliation fee return to BBA by the end of the month. This year’s fee is £10 per playing member. (does not include short mat players)

 11. **Membership.**

* Application for Social membership have been received from Davina Thorogood, and Carole Bigby- approved by committee
* Application for Full membership received from Marian Joyner – approved by committee.
* A further application for membership received has been deferred whilst CB makes further enquiries re our constitution.
* It was noted we cannot allow non members to pay Green fee to play due to insurance considerations.

 12. **Clubhouse extension**.

* CB reported that Winslow Town Council have given agreement in principle to the idea of extending the existing changing rooms or replacing them with a new larger building to accommodate 4 changing rooms and if possible, a toilet. The Town Council will have to make the planning application as the changing rooms are on land owned by it. The club is taking forward the drawing up of plans with the architect to present to the Town Council in due course.

 13**. Grounds maintenance**

* VG reported he is very happy with the team of volunteers who are helping on the green.
* A diary has been raised to note which rinks are used and when.

 14**. Any other business**

* RS has drawn up a new membership application form which complies with GDPR requirements and will be introduced forthwith.
* RS will now investigate a way of implementing requirements for existing members.

 15. **Date of next meeting.**  Monday 3rd June 9.30

The meeting closed at 11.45am

**Agreed as a true record** Chairman: Date