

CHELTENHAM WHADDON BOWLING CLUB

MINUTES OF MANAGEMENT COMMITTEE MEETING HELD AT THE CLUBHOUSE ON THURSDAY 02 MAY 2024 AT 2.00PM

Present: Dave Hooper, Andy Todd, Ray Hawkins, Jill Whistler, David Hearle, Gail Gilbert, Debby Hooper, Julie Beaven, Jools Gray, Peter McGiffie, Don Bailey

APOLOGIES

Dave Simmons, Mike Newman

MINUTES OF THE PREVIOUS MEETING

1. The Secretary had circulated the minutes of the previous meeting on 04 April 2024. There were no corrections or comments, so the Chair signed the minutes as a true record of the meeting.

MATTERS ARISING

2. We reviewed the list of outstanding actions, which the Secretary had circulated with the agenda. The following comments and updates have been added to the relevant action.

- 2401/04: Complete. Andy now has access to the club's bank account via the HSBC online banking system.
- 2401/06: Remains in progress, Andy will convene a meeting before the next Committee
- 2401/09: Mark as complete. In the context of responding to members' concerns and issues, Jools Gray asked how we might use the information on reasons members left the club and whether it could be provided to committee members to address any issues. Andy Todd responded that, while GDPR did not permit disclosure of a detailed individual breakdown, he could produce a generalised list and would do so. Debby Hooper replied that, where appropriate, any issues raised by departing members would be passed to the Safeguarding Officer. We went on to discuss the value of such information in making changes at the club and in how we marketed it, without coming to any specific conclusion. Both Debby and Andy confirmed that if they believed a reason for departure was a cause for concern, then we would bring it to the Committee's attention.
- 2401/02: An update on Open Day was item 4 on the agenda and would be discussed then.
- 2402/05: Complete. Gail Gilbert had produced a document outlining the process, which Andy intended to publish on the website and make copies available to all those involved. **Action 2405/01**
- 2403/01: Remains in progress for Wednesday working party
- 2403/03: Complete. See Club Security below.
- 2403/04: In Progress. Andy would arrange a training session as soon as he had connected the new cameras.
- 2403/05: In progress.
- 2403/06: Complete. Andy had submitted the details required by Solar Services, who had replied that the roof area was too small for sufficient panels and the club's electricity consumption too low to offer us a Power Purchase Agreement (an agreement whereby the company installs the panels at their expense and recovers the cost by selling electricity to the club at a discounted price and any excess on the open market). They could still install panels, if the club could find an alternative source of

finance. We agreed that our current financial resources made this unviable, though we would investigate the possibility of grant funding. **Action 2405/02**

- 2403/07: In progress. Gail noted that several issues raised from the visit by the Safety Officer had been resolved and the provision of a ramp from clubhouse door to green was in hand. She and Don Bailey had not yet performed a full risk assessment, as required by the inspection, but would do so as soon as it could be arranged.
- 2403/08: In progress. Noted that members were now generally aware, that bags and outer clothing should not be left in the lounge.
- 2404/01: Complete. Andy reported that he had published his proposals for Short Mat and set up a poll on WhatsApp, ending on 17 May. Thus far there had been no votes against the proposals.
- 2404/02: Complete. Ray Hawkins had installed the new timer but it still needed to be programmed (not by him!) and properly connected to the boiler.
- 2403/03: Complete. Fixtures had either been cancelled or rearranged.
- 2404/04: Complete. Green now fully open again.
- 2404/05: Complete. Andy had circulated the membership numbers
- 2404/06: Complete. Andy had submitted the club's application to join the scheme and had received the first advertisement to be displayed (revenue to club would be £58).

CLUB SECURITY

3. Andy had purchased 2 cameras (total cost £67.11), which had been installed on 01 May. Andy would now connect them to the system. Once connected he would give Don Bailey and David Hearle access the camera system and show them how to operate it

Action 2405/03

4. Andy was continuing work on tracking down and placing only relevant keys in the key safe. He would circulate the list of known keyholders to other members of the Committee (See Action 2403/05).

OPEN DAY

5. David Hearle reported that arrangements for the Open Day on 04 May were fully in place and volunteers assigned to the various tasks, based largely on the plan used last year. He had made some changes to the rota to involve more club members. Members were being asked to park in the football club to leave space for guests in our car park. Depending on the weather (prospects much better now) the reception desk would be set up outside the club.

AOB

6. Andy reported that we had received a **donation of £500 from Don Hughes' family** and would write a letter of thanks for this extremely generous gesture. We agreed that in view of the size of the donation we should put the money to a specific purpose, rather than just disappearing into general club funds. Any suggestions to Andy for discussion at the next meeting. **Action 2405/04**

7. As a result of appeals by Ladies captain and others, sufficient ladies had entered competitions to make them viable and they would go ahead. The **Competitions Committee** had made the draw on Wednesday (01 May), which Andy was entering onto the website for publication as soon as possible.

8. The **Royal Oak skittles team** had decided not to use the club next winter after all. Andy had made sure that the alley was marked as available on Monday night on the Skittles League website.

9. Andy had received a letter from **Visually Impaired Bowls England**, who were seeking funds to send a team to the World Championships in New Zealand in 2026. They asked the club to run a spider (£1 per entrant) to help with training and coaching costs. They provided a spider badge to be used as a prize and would supply more badges if we could run a spider at more than one club event (Opening/Closing of Green, fun days etc). The Committee agreed that this was an excellent cause and that we would run a charity spider at subsequent club events.

10. Peter Weir would like to organise a small internal league bowling on **Bowls Bash** rules, probably on Tuesday afternoons. The Committee approved the use of the green for this, details to be worked out.

11. David Hearle had had a request for Iglu to speak to the Committee about the arrangement on **hiring the car park on match days**. He understood that Iglu would like to continue next season, despite the relegation, though it was likely that there would be fewer matches, when this would be viable. Andy noted that the arrangement had brought in nearly £2,000 over this season and the Committee agreed to invite a representative to address the next meeting.

12. David had received a request to allow the party organiser early access to the club to set up tables and decorate for the **birthday party** for Teresa Adams' daughter on 25 May. As long as a club member was present the Committee had no objection to this.

13. David wanted to arrange a **roll-up at the club for the Cheltenham 41 club**, at which he is a member on 08 July from 6.00pm to 9.30pm. The Committee approved the request.

14. Gail proposed that in view of the success of hiring the car park for football, we should also consider doing the same for **racegoers during the Cheltenham Festival** week. We agreed that if we do so, we would not be offering any catering, just a parking space, and would explore the possibility nearer the time.

15. In putting together the new events process Gail had realised that we did not provide **fire safety advice to hirers**, nor did we record how many people were in the club. Should we insist that attendees sign in? In the event of an emergency, the organiser could use the record to confirm that all attendees had exited safely. We doubted the practicality of asking attendees to sign in but accepted an alternative solution: the hirer and club bar staff should act as 'fire marshals' to check that all persons had left the club. We would also provide the POC with information on fire exits, assembly points and First Aid equipment, either on the hiring form or when accepting the booking. **Action: 2305/05**

16. Jools Gray had been approached by a member to ask if it would be possible to set up a **short mat session on Friday evenings** for those members not physically able to bowl on the green. In principle, the Committee accepted that this would be possible, though there might be difficulties in clearing the skittle alley, if tables were set up for outdoor matches and in rolling the mat(s) out and back. As we were unsure how many members might participate, Andy would send out a message to all members to gauge interest in the idea. **Action: 2305/06**

17. Further Jools asked if it would also be possible to set aside a rink for a roll-up, for the less physically able, who could not manage the full length and longer matches, possibly on payment of a green fee? There were practical objections to the latter in that the club must affiliate any member using the green to BE (£11) – would the members concerned be prepared to pay this on top of the Social membership? We had abolished

the Social Plus category expressly to clarify the difference between bowling and social members and this idea would blur the line again. We therefore would not be allowing this.

18. The committee approved a request from Don Bailey to spend £135 on materials to construct a **ramp from the clubhouse door up to the green** which had been recommended by the recent safety inspection. Don further requested £120 to replace the cistern in the Men's toilet, which was failing: the Committee approved this also.

19. Julie Beaven raised the issue of **passengers contributing to petrol costs** and/or parking charges to drivers offering lifts to club matches. While in the past there had been, at least for Ladies matches, an agreed contribution, we recognised that this could be construed by insurers as a hire charge, which would invalidate any policy. We confirmed that it was up to the passenger to offer a donation (not necessarily monetary!), which the driver could accept or not; in most cases the passenger could return the favour on a later occasion.

20. We confirmed that if **members provided cakes or sandwiches** for club matches, the club would offer up to £5 to reimburse them for ingredients.

DATE OF NEXT MEETING

The next meeting will take place at the clubhouse on Thursday 06 June 2024 at 2.00pm.

Andy Todd
Secretary

Signed as a true
record:

D. Hooper (President)