

Harperbury Bowls Club
Minutes of Committee Meeting
Monday 10th January 2022 by Zoom

	ACTION	BY WHEN
<p>meetings where a person has a limited time to speak and may only speak once on a particular point</p> <p>Keith raised the issue that a trustee has resigned (albeit another trustee has requested that the resignation is not accepted) and another trustee is not supportive of the committee so should the committee therefore reconsider the election of the trustees for the next AGM? Committee deferred to the trustees meeting</p> <p>Ken provided written feedback to the committee which was discussed in detail and a response was agreed, actions to be taken include a member's area on the web site, a "committee news" notice board to be created by the bar and a way developed for member's to provide feedback and input. Gillian to advise Ken</p> <p>FEEDBACK FROM PRESENTATION LUNCH</p> <p>Generally the feedback received was that it was a lovely meal with large quantities and was served hot The location was considered good with plenty of parking and whilst room space was limited every effort was made to provide a bit more space where cups were, otherwise layout was fine and enabled people to move about if needed. Lunch was a preferred time to evening In total 55members paid, 49 attended, 58 booked, the venue has a maximum capacity of 60 which is considered by the committee and sufficient</p> <p>Committee agreed that the venue should be approached again for this season's presentation lunch</p> <p>AOB</p> <p>Window Repairs</p> <p>Peter had provided the committee with photos of the windows at the rear of the clubhouse the condition of which were giving concern</p> <p>The photos showed gaps between the windows & cladding, the wood drying out and becoming porous, sealant has been used trying to fill gaps, the windows are deteriorating & rotting</p> <p>Options would include; repair, replace as is, replace with double glazed units. The preferred option is to replace the windows with double glazed units which would stop water ingress and provides better heat barrier.</p> <p>The committee noted that Bloors held the responsibility for the structure, agreed that Peter should arrange a meeting with Charlie to discuss the windows together with other items that have been identified; internet/broadband supply, water leak near bowlers' green and car park entry, clubhouse address, location of car park entrance, broken manhole cover in car park caused by heavy lorries turning. A temporary fix to be looked at in the meantime</p> <p>Replacement Gazebo</p> <p>Peter had previously been authorised to purchase a replacement tarpaulin for the large gazebo, cost approved up to £100. Peter advised that the current tarpaulin was no longer made, however he has sourced a stronger tarpaulin that is made to measure with double stitching and reinforcements and grommets to allow cable ties to secure, new cost £237.55, Committee approved the additional costs and requested the tarpaulin colour to be grey</p> <p>Committee Meetings Future Schedule</p> <p>Gillian had received a request to schedule all future committee meeting to aid diaries</p> <p>Committee agreed meeting should be held on a Monday to assist those still working</p> <p>Gillian to send a proposed schedule to Dave to agree before sending to committee</p> <p>Clubhouse Alarm System</p> <p>Debbie advised that key holders for the alarm system are on the window of the clubhouse and are; Chairman, Captain, Treasurer & Secretary</p> <p>Future Meetings</p> <p>Dave acknowledged that committee meetings could run more than two hours. In an attempt to limit time all AOB to be notified to the secretary by the required date prior to meeting, nothing else will be included in the meeting unless of an emergency nature</p> <p>Meeting Closed at: 13.03</p> <p>Next Meeting Monday 14th March 2022 10.30 am</p>	<p>Keith/Gillian</p> <p>Gillian</p> <p>Debbie</p> <p>Peter</p> <p>Peter</p> <p>Gillian</p> <p>All</p>	<p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p>

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	SUMMARY OF ACTIONS	BY WHOM	BY WHEN	
	ACTIONS FROM 1st MARCH 2020 MEETING			
5	Follow up with BT the new line and broadband	Peter	ASAP	Ongoing, Bloors progressing
	ACTIONS FROM 27th APRIL 2020 MEETING			
6	Establish with fire brigade if current fire exit is acceptable without a ramp and if an handrail is necessary	Peter	Next Meeting	Ongoing, Agreed Nigel will take over
	ACTIONS FROM 26th OCTOBER 2021 MEETING			
2	Green Team Leader to advise future plans and determine the plan for future chemical spraying and the control of Dollar Spot	Dave/Peter	ASAP	Ongoing
5	Obtain quotes for floor covering and advise committee	Gillian	Nov/Dec	Waiting to speak with Nigel re slip hazard
6	PIR sensors and LED lights in changing rooms, cupboard by the bar, toilets and bar, maximum spend of £700	Peter	ASAP	PIR purchased and in process of being installed. LED light fittings not available
	ACTIONS FROM 10th JANUARY MEETING			
1	Write to member accepting resignation submitted in November	Gillian	ASAP	Completed
2	Club to provide a £100 donation to each Captains charity	Peter	ASAP	
3	Arrange an additional indoor fixture with Harpenden	Gillian	ASAP	Ongoing
4	Clarify that T&B can be had at indoor matches instead of a meal at Hatfield	Gillian	ASAP	Completed
5	Call for volunteers to mow and maintain outside grass and grass borders	Debbie	Newsletter	Completed
6	Review and advise guidance to Aaron for SADBA response	Gillian & Peter	ASAP	Completed
7	Advise County that Aaron new delegate	Gillian	ASAP	Completed
8	Advise clubs their request for earlier start dates agreed for this year only	Gillian	ASAP	Completed
9	Agree with venue date and time of presentation lunch	Debbie	ASAP	Completed
10	All members to be notified of the men's selector role is vacant, however Aaron has volunteered and would appreciate assistance together with match details	Debbie	Newsletter	Completed
11	Request contacts for legal/leases dept from Charlie Walmsley to progress polling station	Gillian	ASAP	In Progress
12	Include a member's area on the web site, a "committee news" notice board by the bar and develop a way for member's to provide feedback suggestions	Keith/Gillian	ASAP	
13	Written response to Ken regarding his AGM feedback	Gillian	ASAP	Completed
14	Discussion with Charlie Walmsley, replacement windows, internet/broadband supply, water leak near bowlers' green and car park entry, clubhouse address, location of car park entrance, broken manhole cover in car park	Peter	ASAP	
15	Order new specification replacement tarpaulin for gazebo	Peter	ASAP	Completed
16	Agree forward schedule of meeting dates with Chair and then circulate to committee	Gillian	ASAP	Completed