

Harperbury Bowls Club
Minutes of Committee Meeting
MONDAY 17TH APRIL 2023

	ACTION	BY WHEN
<p>ATTENDEES: Dave Trollope, Debbie Trollope, Sheila Roberts, Aaron Langley, Nigel Dickinson, Dave Leggatt, Peter Carvin, Gillian Carvin</p> <p>APOLOGIES FOR ABSENCE RECEIVED FROM Keith Williams</p> <p>MINUTES OF PREVIOUS MEETING Proposed by: Peter Carvin Seconded by: Sheila Roberts</p> <p>MATTERS ARISING FROM MINUTES: £20 Associate Membership for new bowlers was clarified that members pay after a four-week period to decide if they wish to continue</p> <p>UPDATE ON ACTIONS: See Below</p> <p>CAPTAINS UPDATE Debbie reported that the opening weekend was well attended including four new members New members need to be advised how to put names down for matches and fire plan A welcome pack to be introduced including all relevant information <i>Post meeting Trustees meeting note: new bowlers not to be given code for access until full fees paid</i> Successful away trip to Isle of Wight with a very friendly club, game was lost but hospitality was outstanding Warners on the Isle of Wight is the only Warners that provides an organised bowls tournament, a preseason trip is proposed for March 2024 2023 games lists are on the notice boards</p> <p>FINANCIAL UPDATE Peter circulated the latest accounts which showed money in the bank had raised to £11.5K since the last meeting and £1800 is still ringfenced for utilities Current Membership stands as 36 men, 23 women, 3 playing life members, 2 non playing life members, 2 first year associates, 20 associate members Committee revisited the Trustee recommendation to keep a £20k reserve in case of moving. After considerable discussion the committee assessed the risk of moving as low and a unanimous decision maintained the £12k operating capital was sufficient to manage the club <i>Post meeting Trustees meeting note: Trustees very concerned that £12k would not be sufficient if a catastrophic event happened. Recommendation to increase operating budget in excess of £12k to be revisited by the committee to determine what is realistically achievable, over what period of time and how this would be achieved</i></p> <p>GREEN TEAM UPDATE Sues report: Just a short one to answer points that were raised last season. Any decision regarding protection mats will be discussed with the Captain, as has already been done for this weekend. Association games being played on Mondays - there will be no treatment on the green on the mornings of these games, but there may have to be some late starts on other Green Day's to allow us to catch up on feeds etc. We are now using the summer mower for green work. The blade on the winter work mower will need to be sharpened in readiness for the winter. I shall organize this at some point. Will advise re cost when done. Committee again commented on the excellent condition of the green and asked the green ranger to pass on the committees thanks</p> <p>SADLBA UPDATE Sheila advised a competition secretary to run individual competitions had not been appointed</p>	JAN	ASAP

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<p>to date, so individual competitions still at risk of not being run. Competition secretary for leagues is in place Sheets for the first 4 district games on the notice board</p> <p>SADBA UPDATE Aaron attended meeting and handbooks were available and have been distributed to members Due to Barnet & Batchwood not complying with District rules regarding ends played and result submission a vote is being held in August with a view to remove them from District</p> <p>COUNTY UPDATE Aaron advised national competitions are set by BE (play by date) but County has set all competitions as play on dates No handbooks have been issued but all information is on the web sites so members should check regularly</p> <p>AOB Competition Secretary Sheila clarified the competition rules as per the district and last year a Singles, 21 shots 4 bowls Pairs, 18 ends 4 bowls Australian Pairs, 2.4.2 4 match played in sets Triples, 18 ends 3 bowls Competition draw on Wednesday 3.00pm Pairs dates will be on the board 2 weeks before the competition date and the draw will be 1 week before the competition date. Payment on the day</p> <p>HOW TO GET MORE FROM OUR MEMBERS Nigel suggested that the five-year plan should include our vision for the club for the future, which should include encouraging the members to improve their game, to that end, Nigel, Aaron Dave L and others meet on a Thursday night for general practice for improvement. Committee urged caution that this did not conflict with the coaching sessions run by Jan</p> <p>Nigel proposed that each meeting should revisit this area and he will lead the discussion and prior to each meeting he will circulate a topic for discussion</p>		
<p>NEW CLUB SHIRTS Aaron had previously circulated four new designs for shirts and jackets. The committee voted and narrowed the choice to one. To enable further discussion, Aaron to obtain 3 samples of material for the selected shirt & jacket together with progressing sponsorship Aaron made the committee aware that BE may be changing the rules around shirt design for the future</p>	NIGEL	NEXT MEETING
<p>CORONATION TREE Keith had requested that the committee considered if we wish to plant a tree to celebrate the Coronation to go alongside the green canopy tree? Committee agreed and Aaron volunteered to source, a budget of £100 was set</p>	AARON	NEXT MEETING
<p>Remind members clubhouse off limit 4th May but green will be available for roll up, newsletter</p>	DEBBIE	ASAP NEXT NEWSLETTER
<p>Meeting Closed at 12.50</p> <p style="color: red;">Next Meeting Date: Monday 15th May – 10.30am</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
	ACTIONS FROM 13TH JUNE 2022 MEETING			
5	Reassessment of all chemicals kept in clubhouse together with storage and revert with recommendations	Nigel	ASAP	Child lock – O/Standing
6	CCTV equipment in cupboard by bar needs to be in secure lockable cage	Peter	ASAP	Ongoing
	ACTIONS FROM 30TH 2022 AUGUST			
2	Members are to be requested to return all bowls at the end of the season Sue to propose how to locate missing bowls and system for future.	Dave L	Next Meeting	Sue O - Ongoing
	Chase up new bowlers for return of loaned bowls	Jan/Debbie	ASAP	
	ACTIONS FROM 26TH 2022 SEPTEMBER MEETING			
3	Safe storage and access to club documents, including finance, secretary, captain	Committee	December	Ongoing
	ACTIONS FROM 9TH JANUARY 2023 MEETING			
11	Display the County by laws changes in the clubhouse for both men & women	Aaron	ASAP	Completed
14	Draft rules for both new competitions and include in newsletter	Gillian/Debbie	Next Meeting	Ongoing
18	Design new shirt, obtain sponsor and develop timeline, including member consultation, to enable new shirt to be available at beginning of 2024 season if agreed	Aaron	Next Meeting	Ongoing
21	Develop surrounds cutting rota for new season	Aaron	Next Meeting	Ongoing
22	Committee members consider which works, if any, should be added to the current Five-year plan	All	Next Meeting	Completed
	ACTIONS FROM 13TH MARCH 2023 MEETING			
1	Develop a process sheet to enable authorized members to introduce new cleaning products	Nigel	Next Meeting	
2	Provide bank details to Peter for donation transfer	Aaron	ASAP	Completed
3	Write to Trustees and advise £12,000 operating budget and no ring fenced reserve budget will be maintained	Peter	ASAP	Completed
4	First year new bowlers join as associate members	Peter/Jan	May	Completed
5	Use of mats should be a joint a decision between the captain of the day and the green team which must be decided before the match starts	Peter	ASAP	Completed
6	Green needs to be handed back on Monday in time for the games to start 2.00/2.30pm and if this proves	Peter	ASAP	Completed
7	Green team to review the fixture card to ensure maintenance programme enables the green and surrounds to be presented to visiting clubs in the best possible condition, especially prestigious matches	Peter	ASAP	Completed
8	DVDs to be disposed of, one bookcase of books to be kept, members advised in newsletter	Debbie	Next Newsletter	Completed
9	How to get more from our current members was considered for the next meeting	Gillian	Next Meeting	Completed

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10	Invite Andy Thomas to attend Bloors meeting	Peter	ASAP	Ongoing
11	Order patio furniture to the value of £1,090	Debbie	ASAP	Completed
12	Advised members that the donated wheelchair is not available for personal use outside the club	Debbie	Next Newsletter	Ongoing
13	Provide details of proposed new shirts and sponsorship details	Aaron	Next Meeting	Ongoing
14	New shirt proposals to be circulated in advance to the committee	Aaron	ASAP	Completed
15	Advise Jan Skills Workshop approved	Gillian	ASAP	Completed
	ACTIONS FROM 17th APRIL MEETING			
1	A welcome pack for new members to be introduced including all relevant information including how to sign up for matches. New bowlers not to be given access code until full subs paid	Jan	ASAP	
2	Circulate topic for meeting, how to get more from our members	Nigel	Next Meeting	
3	Obtain samples of material for the selected shirt & jacket	Aaron	ASAP	
4	Source Coronation tree & additional materials to a budget of £100	Aaron	ASAP	
5	Advise members clubhouse closed but green available on 4 th May, polling day	Debbie	Next Newsletter	