

Harperbury Bowls Club
Minutes of Committee Meeting
MONDAY 15TH MAY 2023

	ACTION	BY WHEN
<p>ATTENDESS: 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: Debbie Trollope Seconded by: Dave Leggatt</p> <p>MATTERS ARISING FROM MINUTES: Committee agreed a Plaque to be purchased for Coronation tree. 51 people used to clubhouse for polling, some enquired about the club and facilities, and it's expected that some will return. Peter thanked Dave T for his help in both setting up and dismantling the voting booths.</p> <p>UPDATE ON ACTIONS: See Below</p> <p>CAPTAINS UPDATE Debbie advised, to date we have played 4 friendly games but struggling to get names on the play list. Ladygate, Nethercotte and Hemel we lost, Bushy Met we won. New members are included in the teams and it was nice to see Val Morley receive top rink, Several offers have been received to take games which Debbie extends her thanks for. The Pavilion game this week is all men, no ladies have signed up or are not available.</p> <p>Jan provided the following report regarding new members, Open Day 22nd April was well supported by Club members. 19 potential new members attended and left their contact details. A further 3 people who were unable to attend the Open Day contacted me and came for the first coaching session on Monday 24th April. Subsequently there have been 6 afternoons when coaching has been organised. Currently 13 new bowlers, 1 experienced bowler and 2 associates have applied to join the club. I am in weekly contact with everyone who left their emails with us to inform them of the days when there will be coaching, club activities which might interest them and matches which they might like to watch. I anticipate that at least 4 more of the people who came to Open Day will come for coaching when they return from holidays. In the past week I have responded to enquiries from 5 people who are interested in joining the club and will probably come to visit next week. Comments from our new members are overwhelmingly positive. They appreciate the friendly welcome they have received and the invitations to join in social events. They like the ethos of members being involved in voluntary maintenance and enhancement of the facilities. They appreciate the amount of time people are giving up to make the club an attractive place to spend their time. Only 2 of the people who have been for coaching have not yet applied for membership and one of them has specific issues regarding his wife's illness so does not feel able to make a commitment yet. What has made a difference to the recruitment this year? 1. The joining fee. I think this has been a positive move by the committee. 2. Notes I wrote for potential members WHAT NEXT AFTER OPEN DAY? setting out what the club will provide in terms of 4 free coaching sessions. On payment of £20 they can continue to receive coaching, participate in all the club's social activities and if they wish to, work towards playing in friendly games and Tuesday League. I believe this has helped to give some focus to what benefits there are from joining the club. 3. Support of other coaches so that diverse individual needs can be addressed, and each session can be satisfying in terms of progress. We have recruited some lovely members this month and I hope we will all continue to make them feel welcome and valued.</p> <p>The committee extended it thanks to Jan and her support members on an excellent programme for new bowlers.</p> <p>FINANCIAL UPDATE</p>	Peter	ASAP

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<p>Peter presented the up-to-date accounts on a comparison basis to this time last year. Currently we are running at a £3,200 deficit of expenditure over income. Noticeable differences are, subscriptions have gone up this year £1500 to last year and expenditure last year had £17k for the patio and this year only £1k to date spent on miscellaneous upgrades. It is expected that this will change very soon as monies to be received whist, match fees, bar and galas, so confident that the £12k should be realised with a possibility of achieving £14k Discussion regarding the Trustees restatement of increasing the operating amount to £20k was inconclusive, the committee to consider all opportunities and revert next meeting. Members to be reminded home games the etiquette is to offer a drink to opposite playing team member at the end of the game.</p> <p>GREEN TEAM UPDATE Sue provided the following report, Surround Grass Cutting - Having spoken with Aaron, Dennis Hill, as you know cuts the green surround grass every Monday and is happy to continue. However, a second person to cut the external grass would be most beneficial. I understand that Aaron will co-ordinate this with a rota. Please bear in mind when grass cutting takes place that other than a Monday the green is open from 10am with possible games taking place. Unfortunately, last year some grass cutting took place during games being played.</p> <p>Start time of roll ups and matches - Friday 5th May posed the green team with a small problem in as much as a competition game was arranged for 10am. Unfortunately, the green team had a problem with one of the mowers which caused a delay in completing the grass cutting, and as you appreciate, we could not leave the grass partially cut. This issue with the mower slowed us down quite considerably and the green was cut using both machines but delayed the start of the game by 40 minutes. Kevin Speck and his opponent were very patient and understanding for which we would like to thank them. With this in mind, I have spoken with Deb, and asked that an item be mentioned in the next newsletter with the possibility that Competitions be booked from 10.30am allowing for any delays that may occur. This only applies to Wednesdays and Fridays.</p> <p>I have been asked by Peter to obtain quotes for the sharpening of both mower blades, I am currently awaiting these quotes. One Machine will have the blade sent away as it comes off the machine, however the Razor mower will have to go away in its entirety as the blade is fixed. We will possibly have to have the bottom blades changed. These cost in the region of £60.00 per blade. This will be on top of transportation and VAT. The green team would also like to purchase two sent of belts for spares to be kept in shed for emergencies. Again, I am awaiting a price for these. The Green Team are trying their utmost to save the club money by having the mowers services biannually and hope that this is not false economy. Only time will tell.</p> <p>I have purchased lures for the Chafer traps as the time of year is approaching for these traps to be placed around the green. An invoice should have been received by Peter. This is an item that cannot be purchased early due to the conditions in which they should be stored.</p> <p>You may well have noticed that the green is suffering from moss at the moment. We are treating this regularly and removing every fortnight as much as we can by verti cutting. This is being caused by the extreme damp weather we are having at the moment. However, we do think the bowling surface is bowling well in spite of the moss.</p> <p>Committee discussed the proposal of surround cutting and reverted to Aaron to generate a rota to support Dennis on Monday and two people on Friday.</p> <p>Green Team Leader confirmed the length of the surrounding edge of the green is allowable.</p> <p>SADLBA UPDATE Sheila advised that the sheets for last 4 games are in the changing room The District triples gala is on 26/6/23, conflict with our hosting game, Sheila awaiting decision Jackie Bell is refusing to do competitions next year and she will not be sending any forms out so</p>	<p style="text-align: center;">Committee</p> <p style="text-align: center;">Debbie</p>	<p style="text-align: center;">Next Meeting</p> <p style="text-align: center;">Next Newsletter</p>
	<p style="text-align: center;">Aaron</p>	<p style="text-align: center;">ASAP</p>

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<p>possibly no competitions next year. Beryl Birch is also stepping down next year. Cybil Spears is 100 years old next week, Sheila will arrange a card from Harperbury members Meal cost £6.50 agreed for District game Harperbury is hosting.</p> <p>SADBA UPDATE Aaron advised District are requesting more names for competitions. Nothing else to report.</p> <p>COUNTY UPDATE Aaron advised competitions are well under way and members are becoming more familiar with checking the web site for draws, dates, results etc. New rules regarding physically touching the bowls are in force and members should familiarise themselves with them.</p> <p>W&D UPDATE Nigel advised that match sheets have been received and will be on the board. Sadly, Ann Cox has passed away</p> <p>H&S Nigel advised the following,</p> <ul style="list-style-type: none"> • we need to update a new pavilion fire plan as the current one is out of date. • fire exit signs on doors and fire door signs need changing to the correct side of the door • upgrade of smoke alarms to mains and Bluetooth connected. • light beacons for the changing rooms? • removal of flammable liquids, hand sanitizer, stored in the clubhouse. <p>Costed plan to upgrade facilities to recommended current standard for next meeting.</p>	<p>Sheila</p> <p>Nigel</p>	<p>ASAP</p> <p>ASAP</p>
<p>AOB NEW CLUB SHIRTS Aaron circulated the material swabs and colour chart he had obtained from the shirt manufacturer. He also advised that he was having difficulty finding a sponsor for the new shirts. Gillian suggested that we approach Bloors at our next meeting with them. Committee agreed colours and material and asked Aaron to order a sample shirt. Agreed colours, yellow 102C & Blue 2386C, material Polyester Coolmax 140 – 150gsm</p>	<p>Peter Aaron</p>	<p>Next Bloor Meeting Next Meeting</p>
<p>Members to be reminded that new shirts are being considered if requesting to buy an existing shirt.</p> <p>HOW TO GET MORE FROM OUR MEMBERS Nigel updated the committee on his current action in place. Myself and Dave L have had a couple of meetings/conversations with Jan about progressing members after the initial coaching. She is very happy with previous input to members and is keen to support our ideas going forward which includes a “constructive roll up” whereby a small group of us would like to arrange roll ups for all members with some constructive advice to raise the standard of their bowling Include in newsletter “constructive roll up” and anyone interested to contact Nigel coaching qualifications levels, one and, two. Dave L & Nigel to update their coaching certificates to ensure our insurance for coaches remains valid.</p>	<p>Sheila/ Jan</p> <p>Debbie</p> <p>Dave L & Nigel</p>	<p>As Required</p> <p>Next Newsletter</p> <p>ASAP</p>
<p>SUGGESTION BOX A suggestion has been received from Ken that the core green team should be offered Life Membership based upon their contributions to the club of three times a week. As some committee members had previous appointments and had to leave, this item was deferred to the next meeting. Meeting Closed at 13.23 Next Meeting Date: Monday 5th June – 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	Completed
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	Ongoing
	Chase up new bowlers for return of loaned bowls – see additional actions below	Jan/Debbie	ASAP	Ongoing
	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			
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 1 Additional person on Monday, 2 people on Friday	Aaron	Next Meeting	Ongoing
	ACTIONS FROM 13TH MARCH 2023 MEETING			
1	Develop a process sheet to enable authorized members to introduce new cleaning products	Nigel	Next Meeting	Ongoing
10	Invite Andy Thomas to attend Bloors meeting	Peter	ASAP	Completed
13	Provide details of proposed new shirts and sponsorship details	Aaron	Next Meeting	Ongoing
	ACTIONS FROM 17TH APRIL 2023 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	Completed
2	Circulate topic for meeting, how to get more from our members	Nigel	Next Meeting	Completed
3	Obtain samples of material for the selected shirt & jacket	Aaron	ASAP	Completed
4	Source Coronation tree & additional materials to a budget of £100	Aaron	ASAP	Completed
5	Advise members clubhouse closed but green available on 4 th May, polling day	Debbie	Next Newsletter	Completed
	ACTIONS FROM 15TH 2023 MAY MEETING			
1	Source a plaque for Coronation Tree from same supplier as Jubilee tree	Peter	ASAP	
2	Players not to remove loan labels from bowls	Debbie	Next Newsletter	
3	Players can purchase the large bowls only from shed (£75), monthly payment can be set up, communicate to Jan	Dave L	ASAP	

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4	Timeline for loaning bowls to be communicated to members, communicate to Jan & Sue O	Dave L	ASAP	
5	Consider all opportunities to increase operating account to £20K as per Trustees request	All	Next Meeting	
6	Members to be reminded at home games the etiquette is to offer a drink to opposite playing team member at the end of the game.	Debbie	Next Newsletter	
7	Send a card from Harperbury members to Cybil Spears for her 100 th birthday	Sheila	ASAP	
8	Request sponsorship from Bloors for new club shirts	Peter	Next Bloor Meeting	
9	Order a sample shirt per the agreed colours and fabric	Aaron	Next Meeting	
10	Members to be reminded that new shirts are being considered if requesting to buy an existing shirt	Sheila/Jan	As Required	
11	Advise members of "Constructive Roll Up"	Debbie	Next Newsletter	
12	Update coaching certificates to ensure current insurance is valid	Dave L & Nigel	ASAP	