



Harperbury Bowls Club  
Minutes of Committee Meeting  
Monday 11<sup>th</sup> April 2022

	ACTION	BY WHEN
<p><b>W&amp;D UPDATE</b> Tim was unable to attend the meeting but advised <b>Gala 2022</b> - Being played at Hemel Hempstead BC on the 4<sup>th</sup> September 2022. Currently have 20 teams entered with 24 teams required. <b>2021 Presentation Dinner.</b> - Location decided to be on the 5<sup>th</sup> November 2022 at Berkhamsted Golf Club again due to costings at alternative venues deemed too high. <b>W&amp;D / Ladies Merger Update and Closure.</b> - After the proposal by Hemel Hempstead BC to enquire about merging with WDLBA, communication was held between WDBA and WDLBA which concluded that there was no reason for the 2 associations to merge at this time. Therefore, it was decided to close this matter. <b>Recruitment</b> - WDBA is happy to help with your recruitment and retention, if we get to understand what it is that we can resource or implement to achieve your goals. Please feel free to communicate any thoughts to me. – Simon Johnson <b>Nomination Sheets</b> - Reminder that the nomination sheets for our first match on the 7th May are due to be returned to me by the 22nd April. – Simon Johnson</p> <p><b>H&amp;S UPDATE</b> Nigel was unable to attend the meeting but had sent an email advising “I have done a preliminary check of the Health and Safety and updated all the checks. There are a few details of things that could be changed but nothing that can't wait” Members to be reminded bags need to be put in changing room, newsletter  Patio furniture and pots to be reviewed to facilitate social distancing and maximising viewing</p> <p><b>AOB</b> <b>Resignation of Trustees, Peter Noden &amp; John Allen</b> Gillian advised that formal action has to be taken regarding the lease, land registry etc. following the resignation of two trustees After discussion committee agreed that a meeting with the remaining trustees to be convened to agree actions to be taken and recruitment of new trustee. A copy of the land registry document to be obtained for the meeting</p> <p><b>Club House Polling Station</b> Gillian advised that St Albans have confirmed the use of the club house as a polling station and have paid the invoice for doing so Screens will be delivered on 4<sup>th</sup> May and collected on 6<sup>th</sup> May, timings to be confirmed to arrange attendance Peter will be at the club house for 6.00am opening on 5<sup>th</sup> and will be in attendance all day</p> <p><b>Platinum Jubilee Arrangements</b> Keith advised the provisional program as:- <b>2:30</b> Bowls Match – Team Windsor v Team Sandringham. Players will be encouraged to wear red, white and blue. <b>5:30 (ish)</b> Tea – a similar tea arrangement to that for the ladies v gents, with participants providing a buffet tea laid out in the clubhouse. <b>6:30 (ish)</b> Fun and Games – Crazy horse racing, etc. <b>8:00</b> Music and Dancing. The Ariels will be performing live arrangements have been agreed. We will be joined at this point in the evening by some of The Ariels fan club, <b>10:00</b> Formalities end. A list for people to put their names down and the list for tea contributions will be put up a few weeks before the event; need to give this event as much publicity as possible in the newsletter and in announcements as soon as possible. The day will be open to members and their families</p> <p><b>Refreshments County &amp; District Games</b> Aaron agreed that rolls, crisps etc. would be needed after district matches, a tea rota to made Arrangements for county matches to be agreed</p> <p>SADLBA will be T&amp;B, ladies county to be agreed with Judy</p>	<p style="text-align: center;"><b>Debbie</b></p> <p style="text-align: center;"><b>Committee</b></p> <p style="text-align: center;"><b>Gillian</b></p> <p style="text-align: center;"><b>Keith</b></p> <p style="text-align: center;"><b>Peter</b></p> <p style="text-align: center;"><b>Debbie</b> <b>Aaron</b></p> <p style="text-align: center;"><b>Sheila</b></p>	<p style="text-align: center;"><b>Nest</b> <b>Newsletter</b></p> <p style="text-align: center;"><b>After</b> <b>Meeting</b></p> <p style="text-align: center;"><b>ASAP</b></p> <p style="text-align: center;"><b>ASAP</b></p> <p style="text-align: center;"><b>ASAP</b></p> <p style="text-align: center;"><b>ASAP</b></p> <p style="text-align: center;"><b>ASAP</b></p> <p style="text-align: center;"><b>ASAP</b></p>

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	ACTION	BY WHEN
<b>Tuesday Evening League</b>		
Arrangements to be discussed with Barbara A with Peter, Keith, Aaron, John W as potential organisers	<b>Peter</b>	<b>ASAP</b>
Kitchen door in need of repair and or adjustment, committee approved expense to repair or replace	<b>Peter</b>	<b>ASAP</b>
Door & gate access codes accidentally shown on web site, code to be changed, discuss with company repairing kitchen door to change main door access code	<b>Peter</b>	<b>ASAP</b>
New suggestion box available will be mounted shortly	<b>Peter</b>	<b>ASAP</b>
All lighting completed, timings may need some adjustments		
Meeting Closed at: 12.59		
<b>Next Meeting Monday 9<sup>th</sup> May 2022 10.30</b>		

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	SUMMARY OF ACTIONS	BY WHOM	BY WHEN	
	<b>ACTIONS FROM 1<sup>st</sup> MARCH 2020 MEETING</b>			
5	Follow up with BT the new line and broadband	Peter	ASAP	Ongoing, Bloors progressing
	<b>ACTIONS FROM 27<sup>th</sup> APRIL 2020 MEETING</b>			
6	Establish with fire brigade if current fire exit is acceptable without a ramp and if an handrail is necessary	Peter	Next Meeting	Ongoing, Nigel to take over
	<b>ACTIONS FROM 26<sup>th</sup> OCTOBER 2021 MEETING</b>			
2	Green Team Leader to advise plans and determine the plan for future chemical spraying and the control of Dollar Spot	Peter	ASAP	Ongoing
	<b>ACTIONS FROM 10<sup>th</sup> JANUARY MEETING</b>			
11	Request contacts for legal/leases dept from Charlie Walmsley to progress polling station	Gillian	ASAP	In Progress
14	Discussion with Charlie Walmsley, replacement windows, internet/broadband supply, water leak near bowlers' green, car park entry & availability for matches, clubhouse address, broken manhole cover in car park	Peter	ASAP	Ongoing
	<b>ACTIONS FROM 14<sup>th</sup> MARCH MEETING</b>			
1	Liaise with ladies and request self-propelled mower be used for surrounds, report back to committee	Debbie	ASAP	Ongoing
2	Develop rota for surround cutting paying due regard to the fixture card	Aaron	End April	
3	Advise Andy Thomas committee decision to proceed with clubhouse use as a polling station	Gillian	ASAP	Completed
4	Advise if food is required at District & County games and who will coordinate and arrange	Aaron	ASAP	Completed
5	Confirm food arrangements for ladies with SADLABA and Judy for County matches	Sheila	ASAP	County ongoing
6	Arrange and oversee, with the intent to complete before the season starts, installation of new carpet tiles	Keith	ASAP	Completed
7	Advise Jan decision regarding St Albans lottery	Gillian	ASAP	Completed
8	Provide comments/ amendments against 1 <sup>st</sup> draft of constitution & rules	All	15/04/22	Ongoing
	<b>ACTIONS 11<sup>th</sup> APRIL MEETING</b>			
1	Members to advise captain/vice-captain if not turning up for matching as difficult to rearrange on day.	Debbie	Next Newsletter	
2	Apply for funding for lithium batteries for wheelchair & battery mower, secretary to check criteria with county rep	Gillian	ASAP	
3	New county rules to be printed for Sheila	Aaron	ASAP	
4	SADBA match on 21 <sup>st</sup> September arrange raffle prize on behalf of the club	Aaron	August	
5	H&S, members to be reminded bags need to be put in changing room	Debbie	Next Newsletter	
6	H&S, patio furniture and pots to be reviewed to facilitate social distancing and maximising viewing	Committee	Post Meeting	Completed
7	Arrange meeting with trustees to discuss resignation of two trustees	Gillian	ASAP	
8	Obtain copy of land registry document for trustee meeting	Keith	ASAP	
9	Confirm timing for delivery & collection of screens for polling station & arrange attendance	Peter	ASAP	
10	Tea Rota for SADBA matches	Debbie	ASAP	
11	Agree post-match arrangements for county games	Aaron	ASAP	
12	Discuss with Barbara A Tuesday evening league arrangements and agree temporary additional organisers	Peter	ASAP	
13	Arrange repair or replacement of faulty kitchen door and change of access code on main door	Peter	ASAP	
14	Arrange mounting of suggestion box	Peter	ASAP	