

# Minutes of the Executive Committee Meeting held on Friday 9<sup>th</sup> September 2022 at the Clubhouse.

The meeting opened at 9.30am

## **1. Members**

Role	Name	Initials	Role	Name	Initials
President	Paul Kelly	PK	Admin Co-ordinator	Vacant	
Chair	Janet Moore	JM	Bowls Co-ordinator	Eddie Dilley	ED
Treasurer	Derrick Alford	DA	Asset Co-ordinator	Tony Woollard	TW
Functions Co-ordinator	Steve Lovell	SL	Admin. Assistant	Brian Wombwell	BW

**2. Apologies:** Ed Dilley and Tony Woollard

## **3. Minutes of Previous meeting**

The minutes of the meeting held on Friday 12<sup>th</sup> August were accepted as a true record.

**4. Matters arising from previous minutes** (not included elsewhere on the agenda).  
There were no arisings.

## **5. Chairperson's Report Janet Moore**

We are now almost at the end of our Outdoor season and despite cancellation of some Friendly matches we have had an almost full programme. Congratulations to our Men's teams who have been very successful this season.

I was sorry to receive Henry Richbell's resignation as Admin Co-ordinator and would like to thank Henry for his work and everything that he has done for the Club including organising the very successful Club Triples Competition for the Mark Phillips Trophy.

Until the AGM Brian will deal with Minutes for meetings and some Admin Matters, I will send out emails to members and some Admin and Jay will be our point of contact for Somerset Bowls Association and Bowlr.

As some of the Executive will not be standing again, I urge members to consider helping the Club by considering what they could do. If anyone requires further information about any position, please talk to me or a member of the Executive.

I have been informed that we have run out of Key fobs for the front door because people who have left the club have not returned them. The missing fobs have been deleted from the security system and I have ordered thirty new fobs so they can be issued to new members.

The fobs now cost £10 and this cost is to be passed on to members who need them.  
The new Club Flag should be delivered before the Closing of the Green ceremony

## **6. Admin Report (Janet Moore)**

Just a short Admin update since the last Executive Meeting following Henry's formal resignation as Admin Co-ordinator after our last meeting.

The following interim measures are in place:

- Brian will deal with Agenda, minutes, and some admin tasks.
- Jay will deal with Somerset Bowls Association and Bowlr point of contact
- I will send out emails and some admin tasks
- New members approved last month were contacted and admin tasks completed.
- The AGM is fast approaching. Brian and I have been doing some preparation.

- f) The Date of the AGM is Monday 14 November 2022.
- g) Notification of the date of AGM and call for any proposals will be sent out to members shortly. Nominations for Executive Members and Captains will be posted after our meeting, and they will be taken down on Monday 17 October 2022.
- h) Our Indoor Season is fast approaching, and I've been checking up on our Indoor Membership. An email has been sent out to members who are listed only as Outdoor Members on Bowlr to remind them that if they intend to play Indoors the membership fee of £50 is now due.

### **Other items**

- a) We have had a number of new members joining the club and now need to make sure that we include them in all activities.
- b) The Affiliation fee 'Mop Up' is now due and shows that we have had a total of 2 New Outdoor Members join since 1 May.

### **AGM.**

- a) We will be starting at the end of this month to put together the framework for the AGM to be held on Monday 8<sup>th</sup> November.
- b) We will need reports from Executive members by the next meeting at the latest in order to put everything together.
- c) We will be putting out a notice of the AGM to all members at the end of September and a notice of Executive members standing will also go up on the Secretary's notice board. All Exec will need to get a proposer and seconder if they still wish to stand.
- d) We also need to sort out any motions that we wish to put forward at the AGM and also to ensure we get the Constitution right.

### **7. Bowls Coordinator Ed Dilley**

- a) The trip to Windsor Park went extremely well and was enjoyed by everyone. It was extremely hot, and the aeroplanes passing low directly overhead on their way to Heathrow were distracting, but the players enjoyed the match, and the afternoon was completed with an excellent meal in a party atmosphere. Redwoods, the bus company looked after us well and the only hitch was finding the correct entrance to Winsor Park.
- b) The Summer Season has gone really well for our club in all League Competitions and the players representing us have done us proud. The only disappointment has been a few cancelled Friendly matches which have been mostly by away teams
- c) In the Indoor Rink Gerry has put up the timetables for the competitions and Rollups. I think most of the established Roll Ups will continue.

### **8. Asset Co-ordinator Tony Woollard**

- a) Carpet fitting is now complete and the Indoor Rink is ready for play. It will be stretched again early next year (this was included in the invoice).
- b) There was a water leak outside the Northwest corner of the club grounds. Everything inside the club was checked and it was believed to be a problem outside the club. It was reported to Wessex Water. Wellington town council is also aware, and it may lead to us finding out who is responsible for that piece of land. (The leak has now been fixed.)
- c) Internet speed now appears to be OK.
- d) Replacements for catering equipment still to be investigated.
- e) Alarms to be serviced on 21<sup>st</sup> of this month.
- f) Upgrades to heating to be discussed with the heating engineer when boiler serviced.
- g) There are small jobs to be done during this month include extra lighting.

### **9. Functions Co-ordinator Steve Lovell**

- a) We have organised an event to support the annual Macmillan Cancer Support Fund Raising on Monday 12<sup>th</sup> September.
- b) The proposed birthday party for Dick Northern will now take place on 29<sup>th</sup> October and will be a tea and cake event. We cannot do it on his birthday as his family have arranged a celebration at the Beambridge Inn.
- c) Arrangements have been made to re start the Crib evenings.
- d) Steve suggested that it would be a good idea to buy some tables and comfy chairs to be placed in an area near the bar. This would encourage members to come down to the club for a drink and to socialise. It was agreed that we should purchase 8 chairs and two tables. It was also agreed that we should look into the possibility of closing the area with a curtain so that the area could easily be reopened when necessary.
- e) It was agreed that some of the tables in the Clubroom should be stacked in the Visitors Changing Room during the winter to make more space available.
- f) It was confirmed that the chairs with arms should be positioned near the bar and not in the Changing room corridor.

### **10 Greenkeepers Report Paul Kelly**

- a) The Green is recovering from the harsh weather we have experienced this summer and is now liking very good.
- b) The top dressing has been ordered and should be delivered soon.
- c) The contractor who spikes the green has also been ordered and the prewinter treatment will be completed as planned.
- d) The old mower has been sold.

### **Matters requiring attention: September/ October**

- a) AGM preparations are now underway.
- b) AGM – The date for the AGM is 14<sup>th</sup> November and the start time is 7pm.
- c) Tony Woollard has been carrying out much of the maintenance work and arranging outside contractors, when necessary, on the club premises. It was suggested that we contact the membership to ask if anyone has an appropriate skill who would work alongside Tony as part of a Maintenance Team.
- d) The wreath for Remembrance Day has been ordered for collection in November.

### **12 Any other business**

- a) **New Bowlers** – At the last meeting there was a long discussion about how we should integrate and welcome new members into club life once they have done the six-week coaching course and joined the club. It was decided that we should have a member and assistant to whom all new members are referred. The new members can then be told how the club is run, rules and regulations, etiquette and how to integrate into club life and take part in team fixtures etc.

### **13. Applications for Membership**

Jim Knight, Hayley Derbyshire, James Bradley, June Anderson all Indoor members  
 John and Susan Hughes Social members  
 All of these applications were accepted.

**The meeting closed at 10.30am**

**Date of Next meeting:** Friday 7<sup>th</sup> October 2022 at The Clubhouse.

**Signed:** ..... Janet Moore (Chairperson)      **Date:** ..... 20