

WELLINGTON (SOM.) BOWLING CLUB

**Minutes of the Executive Committee Meeting held on
Friday 20th March 2020**

ACTION

| Role | Name | Initials | Role | Name | Initials |
|-------------------|--------------|----------|------------------|----------------|----------|
| President | Gill Groves | GG | Admin Manager | Henry Richbell | HR |
| Chair | Janet Moore | JM | Bowls Manager | Eddie Dilley | ED |
| Treasurer | Tony Gibson | TG | Asset Manager | Tony Woollard | TW |
| Functions Manager | Steve Lovell | SL | Admin. Assistant | Brian Wombwell | BW |

The meeting opened at 9.30am

1 Apologies: Steve Lovell

2 Minutes of Previous meeting

The minutes were accepted as a true record and signed by the Chair.

3 Matters arising from the previous minutes (not included elsewhere on the agenda).

There were no matters arising.

4. Chair's Report Janet Moore

Janet welcomed everyone to the first of the new Executive Committee meetings. She thanked the new members for agreeing to take over the new Executive Roles at the EGM on the 24 February because if they had not done so the Club would not have been able to move forward. She assured everyone that if anyone needed help that she would always be happy to assist where possible.

As we no longer have a General Committee the Executive Committee Minutes will be published, but with the Reserved Business excluded, so that members are aware of what is happening in the Club.

Since the EGM we've had to deal with the problems of Coronavirus and how quickly Government advice has changed. Thank you for your quick responses about closing the Club, a difficult decision to take but in the interest of members this had to be taken. I will not dwell too much on the implications of Coronavirus for the club as we will be discussing all the implications and problems later.

5. Secretary's Report Henry Richbell

Membership Secretary Chris Williams

a) Membership - No Membership Forms have been processed as yet but all 143 current members have been issued with the relevant forms.

One member has moved to Wales and several members have indicated that they are unlikely to renew their membership. (Ken Brown, Brian Etherington, Vic Horne and Liz Bowrah)

More positively Alan and Lorraine Bowyer, Alan and Muriel Stonebridge, Gary Peters, David Harfield, Ronald MacDonald, Ronald Taylor, Philip Roberts, and Tony Weston are expected to join as Full members which should make the 2020 members up to 148. In addition, Martin is coaching three beginners.

Given that the dropout expected from last year is extremely low Chris expects that Full Membership should be in the region of 146 to 150.

CW/HR

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b) Contact Lists - Chris asks that the following members only are approved to be issued with the following information.

List A - Names, Addresses, Telephone Numbers, and Mobile Numbers
President (GG), Ladies Captain (GG), Chairperson (JM), Treasurer (AG), Asset Manager (AW), Admin Manager (HR), Outdoor Competitions Secretary (HR), Functions Manager (SL), Bowls Manager (ED), Membership Secretary (CHW), Webmaster (JM), Fixture Secretary (JM), Men's Captain (PK), Mixed Games Captain (RB), Indoor Competitions Secretary (JC).

List B E mail addresses are currently restricted to Janet Moore, Tony Gibson, Henry Richbell and Chris Williams but it was agreed at the meeting that in future this list would be available to all members of the executive committee.

A copy of List A will be available in the clubhouse for the use of all Club Members. List B should only be used on the blind copy system when contacting multiple members.

Welfare Officer Tracey Richbell has requested a job description for this post. It was agreed that the Welfare Officer should send a Get Well card to anyone who is reported sick and to put a message on the notice board to inform members of the situation if that is available.

6 Bowls Manager Ed Dilley

a) Jay Merrell has suggested that we still use outside rinks but three rinks only so that there is a rink separation. Due to the current Government Guidelines it was decided that we must close the club immediately until further notice. This will be reviewed at the Exec. Meeting each month.

b) All League Matches and Friendlies have been cancelled until further notice.

7 Asset Manager Tony Woollard

b) Ernie Windsor has confirmed that he will continue as Maintenance Officer.

c) Estates Officer this position has not been filled yet.

d) Tony reported that he has been extremely busy for the past few weeks but now has time to complete a number of outstanding jobs that he has on his list.

e) Although the club is closed some officers will be visiting the club and they will be asked to check that the building secure and sound.

f) Di Troake to be asked to continue coming to the club at least twice a week to continue her cleaning duties.

Paul Kelly's Report (Green Keepers Team)

We experienced multiple attacks of Fusarium during the winter and this was treated with two applications of fungicide. This has reduced the impact of this problem and the green has recovered with very few bare patches remaining. The exceptionally wet February and early March has pressurised the preparation of the playing surface to make it fit for Bowling by the opening date of April 11th. The Green is currently very wet underfoot and standing on the surface will cause indents creating an uneven surface. The ditch edge repairs are not being undertaken as they cannot be done without standing on the edges of the Green. This work will be done when the surface firms up.

The annual soil sample taken in December has shown that we are continuing to make steady and progressive improvements to the four key measures. The PH has improved from 4.8 to 5.2 from a low of 4.0 four years ago. The target is 5.5 to 6.0. The improving PH creates healthier grass which is much more resistant to fungicide attacks.

The annual Green Feed and Treatment Programme reflects progress to date and the products we use help to increase natural disease resistance. These products

CW/HR

HR

TW

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TW

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will be withdrawn from sale at some point and it remains to be seen if replacements are as effective.
We managed the first scarification last Thursday and grass was cut to 7mm. This revealed small areas of live green moss so a fourth application of Lawn Sand was applied to kill it. This was followed by an application of granular fertiliser. Drier weather is forecast this week and we certainly need it. We will use this break in the weather to Scarify again in the opposite direction to remove as much thatch and dead moss as possible. This will allow the grass to grow back in the gaps. We will reduce the mowing height by 1mm increments at fortnightly intervals to reduce the shock to the grass. The ideal playing height is 5mm but we are unlikely to achieve this before the Green opens. If we can achieve 6mm it will be slow to bowl on but it will protect the green while it dries out. I am also relieved to report that our main mower has come back from Servicing. The Green Team will continue working during my absence and after the first couple of weeks' recuperation I should be in a position to advise, if not to physically assist. Nick will be relieved that I will not be mowing the grass!

TW/
PK
&
Green Team

8 Functions Manager Steve Lovell

- a) Steve has discussed the overall position with Marguerite and they are both happy that they can co-operate with provisions for future events and matches.
- b) The kitchen has been deep cleaned.
- c) A new set of matching cups have been purchased.
- d) It was decided that Di Troake as cleaner should come under the auspices of the Asset Coordinator.
- e) A supply of cardboard plates has been purchased.
- f) Before the club re opens the building is to be deep cleaned throughout.

SL/DT

9. Matters Requiring Attention March April

Nothing as the club is closed.

10 Confirmation of Club Officers appointments (Since AGM)

- a) Then following appointments were confirmed: Welfare Officer Tracey Richbell, Admin Assistant Brian Wombwell, Ladies Capt. Ann Cowling, Asst. Treasurer Pete Nichols
- b) Gill Groves advised the Executive that the Ladies had agreed to Ann Cowling being nominated as the next Vice President.

11 Opening of the Green

- a) This event is cancelled.
- b) The Mayor has been informed.

12 Open Day 24th May

- a) This event has been cancelled.

13 Any other Business

- 1) The final invoice for the extension has still to be received from the Builders
- 2a) Fire Risk Assessment - the Lobby adjacent to the Front Entrance has been stripped of the wood cladding and Fire Resistant Cladding installed. This has yet to be skimmed and painted.
- 2b) The front door has been measured and is being manufactured.
- 2c) All other items on the Fire Risk Assessment have been done.
- 3) Lockers – The change round of the changing rooms and the moving of lockers was due to take place on 23 March (will now take place when the club reopens)
 - David Dagg has suggested that we charge £5 for all lockers in future by reducing the floor lockers to £5. This was agreed.

TG

HR

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4) Titles of new Officers - It was agreed The four new section managers will be known as Admin, Bowls, Asset and Functions Coordinators.

5) Amendments to the Constitution

Henry was appointed to carry out all the necessary amendments and to have them approved in due course.

14 Applications for Membership

There are no applications for new membership this month.

15 Items not on the Agenda

a) Torquay has been cancelled. John Cherry has agreed with the Hotel that our booking will be carried over to next March but there may be a small increased charge.

JM

b) The trip to Windsor has been cancelled. The Windsor Bowling Club have responded saying that they will re instate the fixture next year. The deposit will be returned to members.

HR/CW

c) Membership Forms - the cost of this year's Full Membership will be recalculated when we re-open the Green.

d) Members to be asked for a £20 deposit by 1st May to secure their membership. Those members who have already paid in full will have the difference can request the difference rolled over to next year or request a refund. E mail to be sent out to all members as soon as possible.

HR

d) Chris to be asked to send an e mail to all members asking them to post membership documents through the club letter box.

e) Gill suggested that all Executive Officers who have partners in the Club should have separate email addresses. Janet and Henry have separate emails to partners and pointed out that whatever their partners hear is never repeated to anyone.

JM

f) Henry to organise the distribution of uncollected membership envelopes. After the meeting the envelopes were all taken by members of the committee who volunteered to deliver them in their neighbourhood.

g) Safeguarding - John Troake attended a meeting of the Lady members on 4 March to discuss various issues which those present found useful.

The meeting closed at 11.10am

Date of Next meeting: Friday 1st May 2020 at 09.30am

Signed:Janet Moore (Chairman)

Date:2020.