

# WELLINGTON (SOM.) BOWLING CLUB

## Minutes of the Executive Committee Meeting held on Friday September 10<sup>th</sup> 2021 at the Clubhouse.

The meeting opened at 9.30am

### **1. Members**

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

**2. Apologies:** No apologies all members present.

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

The minutes of the meeting held on Friday 13<sup>th</sup> August 2021 were accepted as a true record.

### **4. Matters arising from previous minutes** (not included elsewhere on the agenda).

- a) Abel Alarms have been sorted.
- b) Club Shirts - Kerula Sportswear have advised us that they received a sample of the shirts from the manufacturer but the sleeves were much too long so they have returned them and asked for them to be modified. They hope to have the samples available very soon and will keep us up to date on progress.

BW

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

It has been another busy month for the Club with matches at home and away. Our Men's and Mixed Captains have had problems with limited numbers of members coming forward for selection for matches although we have been able to play most matches with reduced rinks. It has also been disappointing to see that Ladies League matches have had to be cancelled. The limited East of Exe matches have also been completed. Thanks must go to all Captains and Selectors and to Jay for rearranging matches as and when it was necessary. Our internal Competitions are now nearing completion and our Triples Day was a very successful day. Thanks to Henry for his organisation of all outdoor competitions. Our thanks must also go to everyone who helped with teas and to the Bar staff. Although this year has been an improvement on last year it has still been far from normal.

On the issue of Covid, problems have arisen due to car sharing to matches with two members testing positive and as far as the Executive Committee are aware, only two members have been involved and none played in matches at the Club. As the problems with Covid will not go away and despite most members having been vaccinated, we will need to remain vigilant. The Executive Committee will discuss our Covid protocol moving into the Autumn and Winter. Our priority will always remain the health and safety of our members.

We have also had a breach of our Code of Conduct and the Executive Committee has taken appropriate action. Members are reminded that all Club Officers are volunteers and give their time for the benefit of Club Members and without them we would have no Club.

### **6. Admin Co-ordinator Henry Richbell**

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<b>Membership</b> We have had a number of new members join the club and now need to make sure that we include them in all activities. The Affiliation fee 'Mop Up' is now due and show that we have had a total of 14 New Outdoor Members join since 1 May.	HR
<b>BowlR</b> A new update is due in the next few weeks and I await to see what changes are going through. Eventually the league module has been fixed but too late for us to us this year as Ian Stewart had done the job manually. Many thanks Ian.	HR
<b>Indoor Rink</b> The Executive Committee confirmed that as in previous years, Organised Roll Up Groups would pay their Roll up Fees of £2 per session in advance. To ensure that all pay their correct fees, Roll Up Group Secretaries should take payments from Group Members and pass onto the Treasurer. The slots are now back to back timing so there is very little time for changeover.	
<b>AGM 2021</b> I 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. I will need reports from Executive members by the next meeting at the latest in order to put everything together. I 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. We also need to sort out any motions that we wish to put forward at the AGM and to ensure we get the constitution right. It was agreed that members would receive a copy of the AGM papers by email and those without email would have them posted.	HR Exec. Exec. Exec. HR
<b>Safeguarding Officer</b> The club urgently needs to appoint a safeguarding officer so a request will be sent to all members asking for someone to come forward.	
<b>7. Bowls Coordinator Ed Dilley</b>  a) I would like to start by congratulating and thanking Henry on the excellent way he organised the triples competition. Unfortunately, I was unable to attend but I have had reports from many members who had a fantastic experience. b) We have now purchased another Short Mat which is in excellent condition and cost only £50.00. The seller wanted £100 but Jay bartered them down and closed the deal. Paul has suggested that we buy an electric carpet roller to store the mat. Paul said that had researched the availability and cost and found that electric rollers were not available but manual rollers are. He agreed to make further enquiries and bring this matter back to the next meeting. c) I know that we are not allowed to alter timing of League matches, but I suggest that next year, we should start all friendly matches at 2pm. This suggestion was discussed, and the decision was made to stick to 2.30pm unless 2pm was specifically requested by the visiting team. d) I suggest that we have a pool of markers to mark our competition semi-finals and finals only. We have had considerable difficulties this year finding members to mark these games and having a pool of experienced members would resolve this problem. It was agreed that this would be adopted for next season.	PK ED/PK

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e) I suggest that we should consider the number of friendlies that we play during the summer season. On occasion we have been struggling for players. I am not looking for drastic action, but I feel consideration should be given to this matter. It was decided that the current number of friendlies should be maintained.	TW
<b>8. Asset Co-ordinator Tony Woollard</b>	
1. The front door is jamming when the outside temperatures are high. A1 Windows to repair, booked in to visit on Friday morning on 10 <sup>th</sup> September.	TW
2. Outside Clock: Appears to be working OK.	TW
3. Clubroom clock battery renewed. The Indoor rink clock battery had been removed, and it has now been replaced.	TW
4. Abel alarms are due to service the intruder and fire alarms. I will get them to reinstate the front door alarm at the same time.	TW
5. The door from the corridor to the green is being shut when nobody is on site, which is good news. I will contact Taunton Aluminium during the next few weeks to get a quote to replace the door with a new one.	TW
6. Paper towel holders have been replaced and all appears to be OK	TW
7. There is some work to be done outside, mainly refixing lead flashing and some pointing work which can be looked at when outdoor greens not being used	TW
8. The key safe has been moved into the clubroom thanks to Steve. I have, however, found the key safe left with the code left on it on two occasions. Once was during a friendly game when visitors were able to gain access to the keys. Although this did not happen it is a danger we need to be aware of	TW
9. The Risk Assessment was due for revision on 24 <sup>th</sup> August. I have reviewed it and, in light of recent events, recommend that we revise the “virus and Pandemic” sections to read <b><i>“Hygiene and antiviral recommendations followed as appropriate. Actions to be taken in accordance with the club’s moral responsibility to its members.”</i></b> <b><i>Where any virus or pandemic subject to legislation then we will comply with that legislation.”</i></b> And a note added saying <b><i>“All actions will take into account the moral responsibility the club has to its members”</i></b> This was all approved.	SL
<b>9. Functions Co-ordinator Steve Lovell</b>	
a) Functions seem to be all moving along steadily at the moment the last bingo went well. Next is 2 <sup>nd</sup> October.	JC
b) The team all worked well to look after the Wake for Mark Phillip, cakes were made by many club members who were very grateful.	SL
c) Our next event is this Saturday 11th September which is the music quiz which everyone has had a reminder.	SL
d) Torquay Tour is still going ahead I understand that a few more people have decided to come.	SL
e) Friends of the park will be hosting their AGM on the 9 <sup>th</sup> October we have not charged for the use of the club but they will be purchasing a buffet from us at £5.00 per person, they have also said they will make a donation to the club. They will require the bar which has already been sorted.	SL
<b>Next Season</b>	
f) Sue Channon and Jenny Vile will be returning to do the men’s Teas on the Saturday Games this will involve them getting everything as they used to do.	
g) Also could I ask if before we start next season could purchase some lightweight aluminium chairs instead of the plastic ones which are now very grubby and also some	

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<p>small tables for drinks to go on whilst members are bowling. Steve to obtain costs for next meeting.</p> <p>h) Bowls Stickers now in stock</p> <p><b><u>10 Matters requiring attention: September/October</u></b></p> <p>a) We need to revise the "New Members Booklet" so that it does not need to be updated each year. Ongoing.</p> <p>b) Clear rubbish from sheds.</p> <p>c) Closing of the Green is being organised and the BBQ is being done by Derek.</p> <p><b><u>11 Any other business</u></b></p> <p>a) <b>Short Mat Bowling</b> – This to be started before the end of this month and arrangements would be made for those interested to have some coaching.</p> <p>b) <b>Oaktree Care Homes.</b> Janet has sent several emails to arrange a meeting but has not received a reply to date.</p> <p>c). <b>Old Chairs</b> –The chairs have been given to “Friends of the Park” and they have sent a letter of thanks.</p> <p><b>12. Applications for Membership</b> - Phil Ellis (Indoor/Outdoor), Christine Wombwell (Social); Patricia Vincent (Indoor/Outdoor), Dennis Hobbs (Indoor/Outdoor), Agnes Hobbs (Indoor/Outdoor), All Approved</p>	<p>HR All Exec.  ED/SL  JM</p>
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**The meeting closed at 11.30am**

**Date of Next meeting: 8<sup>th</sup> October 2021 at The Clubhouse.**

Signed: .....Janet Moore (Chair)      Date: .....2021