**Management Committee Meeting.**

**Wednesday 9th August 2023 6.30 p.m.**

Present: Peter Atkin (PA) (President), Nick Bickley (NB) (Secretary), Ken Sproston (KS) (Treasurer), Chris Robinson (CR), Vilma Allman (VA), Wendy Boult (WB), Isobel Aspinall (IA), Roy Aspinall (RA), Rosie Vance-Cotsford (RVC), T. Laws (TA)

1. Apologies: Frank James (FJ) (Chair), Dave Barrett (DB)

In the absence of FJ and PA NB chaired the meeting.

1. Approval of the Minutes from 12th April 2023

Proposed: KS

Seconded: RA

1. Matters Arising
* (5) KS reported that there is no limit to membership numbers under the terms of the insurance

 RA told the meeting that Steve and Jackie Hawkins are helping with running the bar and that Frank

 McCabe has joined the greens team along with Peter Dix

* (6) RA – members still not had prizes from 2022

 KS will hand out the prizes to winners and runners up

 RA asked if trophies can be taken home by winners

 NB explained that there are given out at competitions and that winners can take them home and

 that they can be kept at home

 RVC informed the meeting that the trophies had been valued and some had quite high valuation

 TL explained that trophies can be taken home and are covered under the club’s insurance

* (7) NB to resend email asking members for help with green maintenance and reminding them that

 when they joined the club there was a clause asking them to help with maintenance

 CR explained that the security lights have been repaired and reminded the committee that, during

 evening matches, they should be turned off by using the small keys on the set by the main door to

 flip the switch. They should then be reset at the end of the match

* (13) KS explained that the club has full relief and does not pay rates

 The boiler is serviced annually

 CR pointed out that there is still a leak and that the boiler needed recharging when the pressure

 drops

 IA identified that the radiator by the main door has a leak

 **Action: KS to contact engineer about leaking radiator**

1. Secretary’s Report
* Members have been kept up to date with information regarding the running of the club and social events
* I have been in contact with prospective members of the club informing them that we are creating a waiting list but also offering them an opportunity to take part in coaching if spaces are available
* Met with Diane Williams, John Morley and Gill Morley regarding coaching equipment which has gone missing and passed the information out to members
* Kept the calendar up to date with external bookings, social events and competition dates
* Arranged the dates for Rising Brook Church Men’s Group bowling in September
* Authorised payments
1. Treasurer’s Report Including monthly statement, account balances and membership
2. Finance Statement for July 2023

KS reported to the Committee on finances which had been shared with the members prior to the meeting.

|  |  |
| --- | --- |
| Lloyds Bank Treasurers Account | £9736.87 |
| Lloyds Bank Savings Account | £15102.97 |
| Account Totals | £24839.84 |

He highlighted the following:

The line for Club Admin included the repairs for the fridge

The insurance has been renewed

£180 has been used for prizes

RA asked where the donation for coffee mornings was included and KS explained it was under donations

1. Standing Charges

See accounts presented to the Committee

1. Master Membership List 1

There have been 22 new members since our last meeting

RA pointed out that Stephen and Lynne Picken needed to be included on Membership List Sheet 2

TL noted that Alan Lycett needed to be taken off this list

1. Master Membership List 2

See list shared with Committee

1. Terminations from 1.3.2017

There has been one termination since the last meeting

1. Size of Membership

It was agreed that the club was at full capacity with the number to be capped at 150. This will include all applications including those aiming to move to the club to play in league teams.

Membership of teams to be included on agenda for October meeting

RA noted that if teams are short of numbers this season there are members who wish to play league bowls who are not registered

It was agreed that there will have to be a team captains meeting before next season to look at organisation

1. Club Competitions
2. 2022 Winners and Runners Up and arrangements for prizes

KS has the envelopes and will hand them out

RA asked if there was a prize for players who are best in the averages in league bowling

RVC had never heard of this

WB explained the individual leagues put winners into competitions

1. 2023 Arrangements for prizes

KS suggested that prizes should be given out as part of AGM in February 2024

This was agreed by the Committee

1. Payments for engraving of trophies

Dave Halley had asked KS about paying £8 for the engraving of trophies. KS explained that each team pays an annual fee for registration and he suggested that engraving of trophies should be paid out of competition fees or, if there was not enough from the competition fees, club funds

This was agreed.

VIII Telephone System

 KS explained the club pays about £30 a month for the line and calls. There are few calls made and so

 he suggests that we discontinue the phone contract. He further explained that in the future the line

 would be going digital and that we do not have that set up in the club.

 NB asked what would be the club’s contact number?

 It was agreed that there would be an email address for contact through NB. NB’s number would be

 given for league contact

 KS said that we would look into installation of the internet in the future

**Action: NB to change details on website etc**

IX Matters for inclusion in future minutes of meetings

KS suggested a summary of membership numbers and a record of competition winners and runners up

This was agreed

 X Sponsorship

 KS explained that we had lost sponsors. He noted that we receive sponsorship from:

 Emerys - £100

 Allotts - £100

SPL Designs and Build - £50

 There has been no response from Westside Taxis

 Bowers Motors and Black Birches no longer sponsor the club and their boards need removing

**Action: KS/FJ to contact Westside**

 **CR to organise removal of boards**

 XI Compensation from Lloyds Bank

 The bank has given £75 compensation for in recognition of administration problems

 XII Write of old equipment

 An old sprayer needs to be written off which has been sold to Elkes Bowling Club for £30

 Proposed: TL

Seconded: CR

This was passed

1. Green and Grounds Report of the Sub Committee Meeting

CR advised that there is no official green keeper but that maintenance is now organised by a sub committee consisting of Roy Aspinall, Chris Robinson, Phil Allman and Tom Fellows. This system is working very well and the green has never looked better. The new spray machine is proving to be very efficient.

RA enquired how we could get County matches

CR explained most county players came from the south of the county

VA suggested we contact Mark Bircumshaw at the end of the season to offer the green for matches

It was agreed that this would be done

CR explained that, last year, the green had stayed open until the end of October and suggested that, weather permitting, this be done again.

It was agreed that this would go ahead but that the greens team have the right to close the green if they felt the weather had deteriorated

At the end of the league bowling the green would continue to be cut regularly.

**Action: NB to inform members**

1. Social Committee Report – resignation of Committee members

NB stated that there had been a lot of misunderstanding concerning the role of the Social Committee regarding the organisation of events such as the Club Open Day with it being taken for granted that they would take this on without them be consulted. He asked that the Committee reconsider their resignations as they have vastly improved the social side of club life.

PA explained that he had put the calendar together at the start of the year and had consulted FJ. He felt that problems had arisen as there had not been a full committee meeting to discuss problems that arose

VA stated that with regards to the Open Day problems had arisen as she had a league competition to organise the day after the date changed. It is usually VA and WB who do the organisation and events take a number of weeks to organise. The lack of communication had led to accusations that the Social Committee had not done their ‘job’. There are two future events planned.

KS reminded the meeting that when consulted the members had recognised that the Social Committee played an invaluable role.

The Committee also recognise that the committee have an important role.

NB asked VA and WB if they would reconsider their resignations and he proposed that:

All social events would be organised by the Social Committee and any changes that need to be made should go via them. They will plan dates with the calendar organiser.

NB asked if VA and WB would withdraw their resignations and the agreed to do so.

It was agreed that NB’s proposal would be adopted

IA asked if the committee needed more help.

WB said that they would ask for help when needed.

CR pointed out that as PA had informed the meeting that he did not intend to stand as President again next year someone would need to organise competitions

PA informed the meeting he had helped the Captain do this for 14 years

**Action: NB to ask for someone to help DB and WB with the organising of competitions in 2024 alongside the Social Committee.**

**He is also to ask if someone would take over the maintenance of the snooker table?**

 VA highlighted the Quiz Night on 2nd September and the Music Night on 30th September

**Action: NB to advertise events**

 PA Asked that when organising events please include Whist Nights for the first Saturday of each month from

 October to March.

 This was agreed

 KS asked about the league competitions happening in August/September and enquired if these were being

covered?

VA explained that she was organising the 55 League event

With regards to the Eley Cup this was covered as it was a Club Night.

NB asked if the committee were happy for the green to be used by outside organisations as it did affect the

time members could bowl?

It was agreed that these events were good for the club

With regards to trying to get county matches a concern was raised regarding car parking.

**Action: FJ to contact the owner of Jen Shoes regarding ownership of the land and the possible use of the car park for future matches involving large numbers.**

1. Safe Guarding

WB raised the issue of paracetamol tablets being in the First Aid box without a box that had a use by date. She has removed these and will replace them with new ones. They must be in a box so we can monitor when they need replacing.

WB proposed that the Safe Guarding policy be reviewed and reissued to members so they know who they can contact.

This was agreed.

1. Any other Business

PA had had a complaint that fees were too high at £74

RA said that compared to other sports it was very good value and that at other clubs the fee may be lower but you have to pay around £3 each time you play league matches.

KS will carry out a review of fees for AGM

WB suggested that at the end of this season there was a review of tournaments to look at creating competitions for novice bowlers. She will work with DB on this

PA informed the meeting that the Stone Challenge will be played in September and that FJ/RVC and WB/DB will play and PA and Ernie Hultquist will score.

WB expressed a concern that on a charity day she could not access the bowls in the coaching store. She asked who the bowls belonged to as John and Gill Morley had donated them to the club when they retired from coaching. Since they had come back into coaching they appear to have taken ownership back. The ownership needs to be clarified.

 **Action: NB to check previous minutes to find out about donation and to contact the Morleys concering ownership.**

* RA explained the Morleys had returned to help because of numbers wanting coaching
* WB suggested an inventory of all the woods at the club and that they had Stafford Bowling Club stickers put on them
* VA suggested a deposit be given for woods borrowed
* RA – new members have been asking about the club’s Facebook site which does not appear to be used? Who runs the site? Could someone take it over?

CR – Dee Turner used to run it. There are two sites which conflict with each other.

**Action: RA to ask Derek Tudor if he is interested in running the site**

 **CR to find out who has the admin rights for the current site**

* RA suggested that an internal league be set up for new bowlers at the club.

This will be considered as a part of the review of club competitions

* CR brought to the attention of the meeting the two dummy cameras on the club wall. If the red lights are not flashing please replace the batteries.
* PA proposed that the Committee meets on a monthly basis between `April and October and bi monthly October to April.

This was agreed and will be implemented in 2024

Seconded by TL

Meeting closed 8.35pm

Next meeting Wednesday 4th October at 6.30pm