**Stafford Bowling Club Management Committee Meeting Wednesday 15th November 2023.**

Present: Peter Atkins (PA) (President) (Trustee), Ken Sproston (KS) (Treasurer) (Trustee), Nick Bickley (NB) (Secretary) (Trustee), Vilma Allman (VA), Rosie Vance-Cotsford (RVC), Trevor Laws (TL) (Trustee), Dave Barrett (DB), Wendy Boult (WB), Chris Robinson (CR)

1. Apologies: Frank James (FJ) (Chair)
2. Approval of Minutes from 4th October 2023

Proposed: KS

Seconded: RVC

Passed by the Committee

1. Matters Arising:

3.II – PA reported that the radiator was still leaking from the valves

 **Action: KS to follow up**

3.V – WB, with the help of James Shearer, has created an inventory of all equipment

in the main store, cleaned them and put Stafford Bowling Club stickers on them. Coaching woods are now in the locked container with the Junior woods. Junior woods box 8 and woods are missing and boxes 9 and 10 are empty. A new bag has been created for the Wednesday team playing at Riverway containing all the equipment they will need which is labelled with the club stickers.

WB is looking for equipment to be used for coaching and will ask for donations especially sizes 2.6/2.8. We also need to access the locked coaching cupboard to see what equipment is in there.

CR met Joh Morley who said he had removed all his equipment as so much was missing. CR also said that a new member had been told they could use woods for the season. CR feels that we should emphasise that the loan is only for a season.

**Action: NB to ask for donations of 2.2/2.4/2.6/2.8 woods. Also to request the return of any loan woods and old yellow jacks.**

PA thanked WB and James for all the work they had done.

WB is creating a loan system that would be for short periods.

 5.V – TL has not been able to locate the name of the company that installed the solar

 Panels. He suggested that the architect may have this name.

WB informed the meeting that she had found a box of manuals behind the bar and recommended checking this.

CR will see if there is a sticker on the panels with the name of the company. He went on to inform the meeting that a neighbours tree could be affecting the performance of the panels as they cast shadow over them. The tree needed cutting down of regular pruning, however, the owner does not want to look at the panels.

**Action: NB to write to the neighbour and ask if we can have the tree cut down of the level dropped.**

 KS has an engineer attending to look at the panels 17/11/2023.

 CR asked if the link to the meter on the meter cupboard could be checked as it

 was not working

 **Action: KS to meet engineer.**

 5.VI – the names and runners up of internal competitions to be passed to KS by

 DB prior to the AGM.

6.III – CR has one quote available. He has contacted Milford tennis club and Stafford

 Rugby club about their lights and has had no response.

 RVC had been at a meeting of Staffordshire Sports Council and informed the

meeting that the Chair indicated that repayable grants were available for this purpose. She also suggested that Stafford Borough Council may have the names of contractors.

KS felt that we had sufficient funds to cover the purchase and that there would be no benefit in taking out the loan.

1. Secretary’s Report
2. Maintained the calendar
3. Booked events at the club
4. Informed members of matters concerning the club
5. Authorised payments
6. Cleared up rubbish strewn about by vandals
7. Treasurer’s Report

KS reported on the October accounts which had been circulated amongst the committee.

The cost of the electrical work is reflected on the club admin line of the Standing Charges.

Accounts 2022/2023

KS is preparing the accounts ready for the January.

Estimates:

Expenditure

He explained that on the expenditure sheet Column 1 is the agreed figure, Column 2 the actual spend and Column 3 the proposed allocation for this year.

TL asked why the league fees appeared to be low?

KS explained that that this figure was not league fees but BCGBA membership

DB stated that the club needed to attract experienced league bowlers if we are to progress

RVC asked if there were any interested in joining?

VA has had enquiries from players

NB informed the meeting that there is a waiting list and asked for these bowlers to apply as spaces will become available

CR asked why money had been allocated for the phone if it had been removed.

KS explained that there were outstanding costs to be paid.

PA asked why the maintenance line had increased?

KS has out extra as there was a lot of work done last year so needed to make sure sufficient is in place this year

Income

The membership fees will stay at the same level

TL asked if we should consider a small rise to avoid a much larger one in the future

VA and WB pointed out that the Social Committee was bring in extra income to the club

CR enquired where bar income was on the information

KS explained it appears on the accounts and that this year it will be around £900

1. Membership

No new members

Full: 122

Life: 10

Junior: 0

Associate: 8

Social: 10

Total: 150

1. Terminations

Christine Meacock

 Sponsorship

 FJ still to contact Westside Taxis

1. Greens and Grounds

CR informed the Committee that there was a grounds sub committee made up of Phil Allman, Tom Fellows, Roy Aspinall and Chris Robinson.

He went on to explain that both Tom and Phil have resigned from the committee and will not be carrying out any further duties. This leaves the club in a very difficult situation.

PA asked that NB write to Phil and Tom to thank them for all the work they had done

**Action: NB to do letters**

VA said that Harvey Montgomery and his wife are helping look after the beds as Harvey was unable to do heavy work.

CR added that Frank McCabe has offered to service all the machinery and this will save the club money.

CR and Roy Aspinall have created a spreadsheet highlighting the gaps in green maintenance and asked that this be shared with members highlighting the fact that without more helpers the work cannot be done. He asked that it be pointed out that with the electric mower the work can be done by either sex.

TL felt that the urgency needs to be stressed

WB noted that this reflected a general situation at the club where there are fewer people doing roles around the club

CR also felt that people are too willing to sit back and criticise some of the work carried out but do not offer to contribute. This has led to one volunteer not returning to help.

VA also felt that people were ready to criticise but not contribute.

DB has started to help out with working with the greens team.

WB stated that members need to be reminded that when they joined the signed up saying that they would contribute to helping with the running of the club. The club can only be run by members volunteering.

 **Action: CR to send spreadsheet to NB. NB to write to members.**

1. Social Committee

Events organised include Quiz Night, Tuesday afternoon socials, Music Night 15/12.

Winter games are up and running and the finals will possibly be after Christmas

WB pointed out that at the at the games people were critical about organisation and that it would be nice if thanks was given to volunteers.

1. Safe Guarding

WB has started to look at the safeguarding leaflet but will not send it out until after the AGM when the new Presidents name will be included.

There are no other safeguarding issues.

1. Bar Organisation

NB asked how the bar was to be managed in terms of ordering of stock

VA informed the meeting that there was enough stock in place until Christmas

KS asked if there was going to be a bar manager as the constitution of the Committee included this role? He understood that John Cussons was interested in carrying out this role.

VA explained that John had offered to monitor stock and go with Phil Allman or James Shearer to purchase stock on a monthly basis

PA offered thanks to John for doing this

 **Action: KS to contact John Cussons to discuss the role he is willing to take on.**

Note: this may require the committee looking at its constitution in January

1. AOB

PA reiterated that he will be standing down as President next year and asked CR if he was willing to take up the role as the Committee felt he was the most appropriate person.

CR thanked the Committee for the offer but felt that he was unable to take this role as he would not be able to give it sufficient time. He also felt that people needed more information regarding the role if they were to take it up.

PA explained that this was mainly a figurehead role. He asked that committee members think of any other names

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KS felt that life members should be considered first as they had been given this membership in recognition of the contribution they had made to the club.

VA suggested Bob Parsons but it was felt that he could not commit the time to the position.

TL proposed Dave Kelsall who has previously served on the Committee.

 **Action: PA to contact Dave Kelsall to discuss whether he would be willing to**

 **become President**

 WB and DB have drawn up a calendar for internal club competitions 2024 which

avoid all significant dates on the calendar. There will be one competition a month. Dates will be shared with the notice for the AGM.

NB asked if the Committee were happy for him to agree with Steve Parsons that the U3A could hold crib afternoons at the club on Wednesdays or Thursday in the Winter.

WB recommended that Steve Parsons is a trustworthy person.

It was agreed that this could go ahead.

**Action: NB to contact Steve Parsons and access will be sorted if they go ahead**

WB noted that the timer on the heating clock needs adjusting

CR enquired if any progress had been made on the purchase of a card reader?

RVC/KS/VA all felt that this was too expensive to run.

Meeting closed at 20.04

Next meeting will take place on:

 17th January 2024 at 6.30pm.

Other dates:

21/2/24 (AGM), 10/4/24, 8/5/24, 12/6/24, 17/7/24, 14/8/24, 11/9/24, 9/10/24/ 13/11/24