

## Elton Furze Golf Club General Committee Meeting

### Minutes of a meeting held on Tuesday 4 October 2016

<b>Present:</b>	David Smith	Chairman & Men's Vice-Captain
	Sue Dibble	Ladies' Captain
	David Tansley	Seniors' Captain
	Marilyn Smith	Ladies' Vice-Captain
	Roger Mayhew	Seniors' Vice-Captain
	Rob Stone	Men's Handicap Secretary
	Barbara Stone	Ladies' Competitions Secretary
	Paul Bolden	Men's Representative
	Colin Bayliss	Men's Representative/Juniors' Organiser
	Chris Cordery	Secretary

**Apologies:** Trish Crighton, Mbachii Nkana, Andy Anderson, Sue Anderson, Brian Draper

Item	Discussion	Action
1	<p><b>Introduction</b> The Chairman welcomed everyone to the meeting and mentioned that he would be absent for the November meeting.</p>	
2	<p><b>Apologies</b> The Secretary recorded apologies for absence.</p>	
3	<p><b>Minutes of Last Meeting</b> Minutes of the previous meeting held on 7 September 2016 were approved.</p>	
4	<p><b>Matters Arising and/or Carried Forward</b></p> <p><u>Trophy Review</u> (carried over from last meeting) The trophy review was almost complete and Sue D/Paul agreed to send the final versions of updated paperwork to the Secretary in the next few days.</p> <p><u>Outstanding Invoice</u> (carried over from last meeting) Trish had been in touch with Lakeside Lodge but this issue had still not been resolved.</p> <p><u>Competition Prizes</u> (carried over from a previous meeting) <b>Trish was asked to adjust a spreadsheet she had previously put together for this year's prize money allocation to show 80% of 2015 competition income, excluding Captains' Day, Charity Day and Christmas competitions. This was intended to ensure that vouchers purchased and presented this year did not exceed that amount.</b></p> <p><u>Compensation from Cycle Race organisers</u> (carried over from a previous meeting) The organisers of this year's Cycle Race had agreed to give £100 to the Captains' charity in compensation for the inconvenience the event caused to Club members. The Committee was unaware of whether this money had been paid and David S agreed to follow up with Ben.</p> <p><u>Competitions Update</u> Following discussion at the last meeting, the Committee now considered that entrants to 'Boarded Competitions' should be required to played in a minimum of 5, not 7, qualifying competitions in which entrance fees were required to be paid. In principle this was to ensure that entrants into prestigious, high value competitions had paid a reasonable amount of money into the overall fund</p>	<p>Sue D /Paul</p> <p>Trish</p> <p>Trish</p> <p>David S</p>

	<p>from which prize money was paid. The Committee considered that requiring entrants to play in 7 such qualifying competitions was too many and that 5 was more appropriate. Andy was asked to prepare a proposal to put to the AGM scheduled for 28 November 2016.</p> <p><u>Rules Evening</u> The Committee remained keen for a Rules of Golf evening to be held before the end of the year and to give time to organise it properly David T was asked to see whether the guest speaker would be available on 25 November. This was the same date as the Quiz Night for that month, but this could be rearranged.</p>	<p>Andy</p> <p>David T</p>
5	<p><b>Reports</b> All reports sent to the Committee ahead of the meeting were accepted and the following points were added ...</p> <p><u>Treasurer</u> The Treasurer had informed the Committee that Ben had paid £3 to the Committee for 445 club members as a contribution to the maintenance of their handicaps, but there was a thought that this didn't include so-called 'Life members'. Trish was asked to check on this with Ben so that the Committee could be sure that everyone with a handicap was contributing to the maintenance of their handicaps.</p> <p><u>Juniors' Section</u> From Colin's report it was clear that he was making considerable progress in setting up an active Juniors' Section from next year. The Committee was asked to approve expenditure of £60 for Colin's DBS clearance (formerly known as CRB check) and £160 for a level one coaching qualification which would be useful in his role as Junior Organiser.</p> <p>This was put to a vote and agreed unanimously.</p>	<p>Trish</p>
6	<p><b>Christmas Party</b> Sue D asked whether the Committee would approve of her organising a Christmas event. She suggested booking tables at one of the Club's Christmas Dinner evenings.</p> <p>The Committee considered that despite a lack of interest in Christmas events over the past two years, this was worth a try. Sue was asked to make enquiries with Fee and try to organise something for 16 or 17 December.</p>	<p>Sue D</p>
7	<p><b>Captains' Day</b> Sue D reported that she and Mbachii were disappointed that they couldn't hold a presentation evening on the day of their Captains' Day because the clubhouse had apparently been booked for an external function. There appeared to have been some confusion over the facts, but in looking forward Sue recommended that next year's captains should think carefully about how and when they wanted to present Captains' Day prizes. If they wanted to do this during the evening of the golf event itself, they would need to book the clubhouse.</p>	
8	<p><b>Vice-Captains 2017</b> It was proving difficult to find vice-captains for next year and if this issue was not resolved it would leave the Club without captains in 2018. In all 3 sections of the Club current vice-captains had approached a number of people, but no-one had been willing to take on the roles.</p>	

	<p>The Men's and Ladies' sections had managed to find team captains for 2017, but not Club captains.</p> <p>Individual Committee members were asked to put the word around their golfing friends to widen the net and see whether vice-captains for next year could be found.</p> <p>Roger was going to make posters for the Seniors' section to make it know that they were looking for a vice-captain for next year and he was asked to do this on behalf of the Men's and Ladies' section too.</p> <p>Chris was asked to send an e-mail to the membership to see whether vice-captains could be found in this way.</p>	<p>All</p> <p>Roger</p> <p>Chris</p>
9	<p><b>Preparation for AGM</b></p> <p>Chris handed out a plan for preparing for the AGM and following some revisions that were requested a final version can be found attached to these minutes.</p>	
10	<p><b>Correspondence</b></p> <p>There was no correspondence that needed to be brought to the Committee at this meeting.</p>	
11	<p><b>Any Other Business</b></p> <p><u>2017 diary</u></p> <p>David and Marilyn were compiling next year's diary and Roger agreed to send dates of planned Seniors' matches to Marilyn so that they could be incorporated.</p> <p>Paul asked David and Marilyn to make sure, as far as possible, that next year monthly stableford and medal competitions were alternated between Saturdays and Sundays.</p> <p><u>Annual Diary compilation</u></p> <p>To alleviate captains' workloads, it was agreed that Competition Secretaries, including the Seniors', should take the lead in compiling the Club diary each year. Roger was asked to approach Myles Coleman, the Seniors' Competition Secretary, and ask him to participate.</p>	<p>Roger</p> <p>David S Marilyn</p> <p>Andy Barbara Roger</p>
12	<p><b>Date of Next Meeting</b></p> <p>The next meeting will take place on Tuesday 1 November 2016 at 7.00 pm.</p> <p>An AGM planning meeting will be held at 7.00 pm on Friday 18 November.</p>	<p>All</p> <p>All</p>

These minutes were agreed as a true and accurate record of the meeting.

Acting Chairman  
1 November 2016

## EFGC AGM 2016 Planning

Date	Event
28 October (AGM -31 days/28)	Initial notice of AGM and call for Committee nominations on noticeboard and via e-mail
14 November (AGM -14 days/14)	Final date for Agenda items to Secretary
17 November (AGM -11 days)	Nominations for Committee positions closes
18 November (AGM -10 days/10)	Agenda published on noticeboard and via e-mail
18 November (AGM -10 days)	Committee meeting preparation for AGM
23 November (AGM -5 days)	Chairman and Captains' reports to Zoe for circulation to members on 24 November
28 November	AGM starts 7.30 pm

### Draft Agenda

		Lead
Item 1	Introduction	David S
Item 2	Minutes of Last Meeting	David S
Item 3	Matters Arising	David S
Item 4	Chairman and 3 Captains' reports [full reports to be circulated by e-mail beforehand – verbal summary to be given at meeting]	Captains
Item 5	Club accounts and financial plans [printed copies required at meeting]	Trish
Item 6	Election of Committee members 2016	Chris
Item 7	Captains' presentations – ties and broaches	Captains
Item 8	Amendment to Constitution [ref Terry F's point from last year]	Chris
Item 9	Policy for dealing with unclaimed prize money +	Trish
Item 10	Entries to 'Board' competitions ++	Andy
Item 11	Members' proposals and motions	David S
Item 12	Proprietor's Questions & Answers discussion*	Ben
Item 13	General Questions and Answers	David S
Item 14	Date of Next Meeting – 27 November 2017	Chris

\* Questions to be gathered beforehand

Red text shows non-routine items presented by the Committee for vote

+ from Committee minutes Jan 16

++ from Committee minutes Sep 16