

Nailsea & District Croquet Club
Minutes of Committee Meeting held on 23 March 2015

Chair: Andrew Wimshurst
Present: Kathy Wallace, Coral Harrison. Peter Dyke, Mike Tracy,
Brian Roynon, Brigit Clayton

1. Apologies None

2. Minutes of Committee Meeting held on 16 February 2015 These were signed as a true and accurate record of the meeting held on 16 February 2015

3 Matters arising from Minutes of Committee Meeting held on 16 February 2015

Andrew had been in touch again with Clifton College but no progress had been made. They were aware that our offer still stood.

Mike now had a letter of authorisation to collect the lease from HSBC

Mike reported that the replacement of the cutting parts on the Toro would cost around £1000 in total if all 3 needed to be replaced.

Andrew had contacted Wrington Vale Croquet Club. Meg Hall would be accepting the offer of Associate Membership and taking the course of lessons again. Some of their members would probably come to the Croquet Challenge event

Waitrose had sponsored the challenge by providing 6 bottles of Pimm's for which the Committee is very grateful. Kathy was promoting the tickets in many ways. Coral observed that a Bowls Club had used Streetlife for publicity and Kathy agreed to do the same for the Challenge. KW

All the Barlow GT balls had been sold very quickly. Greta had donated the proceeds of her secondary colours set to the club for the purchase of bridge cards

Peter had responded to Andrew's request re handicaps. Doreen had been reduced to 20 (AC). Rosemary, Sandra and Pete L were to be assessed for AC and Val and Pam for GC PD

Kathy had made out Short Croquet cards for all Club members likely to play Short Croquet and had given them to Peter. There are 75 blanks to be used for the SWF teams competition. These will be stored in the Clubhouse until they are used.

John Wallace had registered the Club to start the application process for a Sport England grant application

Saturday 25 July was chosen for the barbecue at Mike's house. Mike would like to use the gazebo again and would need help erecting it

4. Treasurer's Report (report attached, hard copy only)

The bank balance is £10 523.86 less un-presented cheques but including 100 club money

The surplus for the year is now £952.52

Mike had been surprised at the cost of paper hand towels and had looked into the possibility of buying electric hand dryers. He had concluded that they would definitely be cost-effective. He will suggest to the members of the 100 Club that they purchase one for the ladies cloakroom in the first place and that we then assess its benefits MT

It was not known what the situation was with the Hayter mower after its initial reported problems. Mike will investigate MT

5. Property Report (report attached, hard copy only)

The request from the Trendlewood Community Association was discussed. It was felt that we were unlikely to benefit from a presence at their event, particularly as it was at the end of our season. The decision was made not to take part. BR

The request made via Polly was then discussed. We would like to co-operate with this but need more information. We might be able to cope with 64 people but they would play in two "sittings". We do not feel able to provide a barbecue for them but it might be possible for them to run their own barbecue.

Brian would ask Polly to get more details from them about the timing and nature of the proposed event BR

Linda had asked for a price for the use of two lawns for an evening to hold her retirement party to be attended by about 24 colleagues. It was decided to charge £30 KW

6. Lawn maintenance report (report attached, hard copy only)

There was a crisis with the white-lining team. 3 of the 4 members of the team had been away or injured or ill since the beginning of the season, leaving Don on duty for 3 consecutive weeks. This was unacceptable and it is clear that the team needs to be enlarged. Andrew will approach some members to see if they are willing to join the team AW

The Committee felt that John should close the lawns for the application of fertiliser and the period following it. John should try to minimise the impact and inconvenience to members. Short notice was inevitable because the fertiliser need to be applied just before rain is forecast. Brian reported that the lawns had always been closed for this task because the fertiliser would otherwise stick to equipment and shoes and be transported into the pavilion. He advised against mowing the following day.

The Sport England application will require an updated Child Protection Policy. Brigit will ask Linda as our Child Protection Officer to make sure this in place along with any letters and other requirements. Kathy reported that there was CA guidance on this on the CA website but didn't know if it complied with current legislation BC

John had composed text for many sections of the grant application and these would be agreed with the Lag/Committee at some stage. A particularly difficult section was the

Sports Development Plan as the benefits of our projects are not as tangible as they might be in other cases. It was agreed that all the Committee should write down a few ideas on the template provided. Our efforts will then be pooled. **ALL**

7. Membership Report (attached, hard copy only)

The subs are coming in nicely with 64 members having re-joined. Coral will start to remind the others in early April **CH**

9. Open Day

It was decided to offer free tea/coffee and biscuits and to offer cake at 50p

It was thought that there should be a Committee member taking the lead on Open Day and Brigit was willing to fill this role. Brigit will provide clerical and organisational help. Kathy will contact Erica about this and also ask her if she would like help with the positioning of the large posters on boards. **BC**
KW

The Committee reiterated the decision that membership was not available until people had taken a course of lessons. They would pay £30 for lessons then pay an additional £50 if they joined the Club later in the season, usually July. During the lessons period, new people would not have a clubhouse key but could come to the Club to practise under the supervision of a member. Kathy would check that this was all clear in the Handbook. **KW**

Kathy raised the fact that she had become aware that many members had taken the gate key and had a copy made for their own personal use. This did not appear to cause any problems so Kathy asked if she and John could have one each. Coral offered to get some made. Andrew suggested getting a few made so that others could buy them on request. **CH**

9. The Croquet Challenge

Kathy was worried that people might not read the posters and fliers completely and think that they could just turn up on the day. Kathy asked Peter if he would manage the competition part of the event as he would be better able to cope with contingencies and to be flexible. Peter agreed to this.

Kathy asked for opinions about provision of “refreshments” as an additional money spinner. Coral volunteered to provide some food but couldn’t make any firm plans until a better idea of numbers was known. To date, 4 tickets had been sold but interest had been expressed by others.

10. Lease renewal/land purchase

Since the last meeting, the Committee had voted by e-mail that we should approach the Council with a view to buying the land on which the Club stands or obtaining an early renewal of the lease. This is to gain security of tenure which would be useful in general but a prerequisite of a successful Sport England grant. Tina Taylor had volunteered her services in liaison with the Council as she has professional expertise in that land related affairs. She was going to take advice from a legal contact.

Andrew will contact Tina to see what progress has been made.

Brian left the meeting

AW

11. Archives

Brigit reported many gaps in the club records.

There were incomplete records of rent negotiations and changes

Where are two electronic documents re Trustees?

The file containing the business of AGMs was missing

The Child Protection documents were not available in the records

The 100 Club records need to be checked

The Club Constitution changes were not documented centrally

The Bank mandate and civil liability documents were not filed

The Health and Safety documents were not in place

We do not have a First Aider

These issues were debated. Some of the documentation is held by Club Officers and could be passed to Brigit for archiving when it has been decided how best to store it. Much material is now transferred electronically so paper records are not always created. Mike suggested the use of memory sticks. The appointment of a First Aider, even if one could be found, would have dubious advantage as he/she would only be at the club a small fraction of the total time.

12. Website

The sub-committee had reported back to Alison and she is implementing their requests. They had made the decision that the website is primarily for club members
Alison will identify which sections need to be re-worded.

Kathy asked if she could start a club Facebook page and was given authority to do so

KW

13. AOB

Geoff had raised the question of the Bath Doubles Tournament. He thought that the implications of the SWAN advert were that the Clubs would be nominating teams to represent them. This was not the case so any pairs from the Club may enter.

The CA Development Committee had agreed to pay the full amount of the grant instalment in spite of the lack of an invoice and the change of tack on our part. They would like a report on the use of the laser survey and would probably place it in the Gazette for the benefit of other clubs

Peter announced that he had been nominated to the CA for a prestigious Lifetime Coaching Award and that the CA had granted the honour. Peter hopes to go to Hurlingham in October to be presented formally with the award.

14, Date of next meeting

This was arranged for 10am on Monday 27 April

Signed as a true and accurate record

Name.....

Signature..... date.....