

Nailsea and District Croquet Club
Minutes of Committee Meeting held on 27th November 2018

Present: Graham McCausland, Meriel Forshaw, Mike Tracy, Peter Dyke, Andrew Wimshurst, Linda Shaw, Coral Harrison, Brian Roynon.

In attendance: Joan Timmins

Graham welcomed everyone to his first meeting as Chairman of the club and thanked Mike for hosting the meeting.

1. Apologies – none

2. Minutes of the meeting held on the 15th October 2018 - signed and agreed as a correct record.

Confirmation of committee members and their roles:-

Graham McCausland - Chair; Meriel Forshaw - Secretary; Mike Tracy - Treasurer; Peter Dyke - Fixtures Secretary; Andrew Wimshurst - Membership; Linda Shaw - Club Competitions; Brian Roynon - property management; Coral Harrison - 100 Club.

3. Unfinished Business from September 4th 2018

3.1 Press officer –this item continues as work in progress.

Andrew had approached John Hancock and John has expressed a willingness to undertake this role. However, the following needs to be agreed: what is the function of the role? How do we get team captains to provide reports and get them to the press officer in a timely manner? The club needs something of interest in the paper every week if possible, - something which is easily readable for the general public.

There is a need to identify a contact at the local newspaper. Graham will do this and also contact John Hancock to confirm that he is still willing to undertake the role of press officer.

Action: Graham

3.2 Bank Mandate – Mike has now updated the mandate. Six signatories will be required these are:-

Graham McCausland, Meriel Forshaw, Mike Tracy, Brian Roynon, Peter Dyke, Coral Harrison.

Graham McCausland and Meriel Forshaw need to sign the relevant forms.

Action: Mike, Graham, Meriel

3.2 Website – Alison has rebuilt the website and the system allows material to be added and removed easily from the site. Alison is paid an annual fee to keep the site up and running. (A supply and support contract).

The idea was that members would be asked what they wanted to see on the website and how the website could inform the public on the clubs activities. Following the September committee meeting, members were sent an email seeking their views on this. Unfortunately, to date no members have responded.

Mike listed all the present pages on the website and asked the question, - what standard items were required to be there and what other headings could be removed from the site?

The question was asked 'do we have the facility to know how many 'hits' we have had on the site' the answer being 'No'. Alison may be able to access this information.

Linda pointed out that there was a 'push' from the CA and the Federation to market croquet and that websites were seen as integral to this.

The committee agreed the website needs to be 'alive' and up to date with all the relevant information by April.

Peter has spoken to James Galpin and if team Captains send him reports he was willing to put them onto the website.

In the coming year, it was agreed that team/league captains should write and email reports to John Hancock and James Galpin if they are both in agreement.

Further discussion to take place at the next committee meeting. All committee members to consider the website and bring their ideas to the next meeting.

Action: All

3.3 100 Club – At present the 100 club have approximately £400 to spend.

Prior to the AGM all subscribers were emailed asking how they would like to spend the money. It was agreed to purchase a new cooker. Coral has been looking at various suppliers. She will now arrange the purchase, delivery, installation of a new cooker and the removal of the old one.

It was agreed that the draws for the 100 club would take place at the March opening of the club – summer social evening – October finals weekend – Christmas lunch.

Mike offered to host a summer social BBQ.

It was agreed that members need to be encouraged to sign up to the 100 club. Application forms will be available at the Christmas lunch and sent out to members in January 2019.

Action: Coral

3.4 Club Competitions – Linda will send out another email to all members reminding them of the Winter competitions. This will include:-

Closing date for entries. A reminder on John's position re the lawns; all games need to be completed before the start of the new season; Bristol members who have joined Nailsea for the winter will also be included. Competition results need to go onto the handicap cards. Peter Dyke will need to know who needs their handicap cards in readiness for the winter competitions.

Linda will prepare a competition schedule for the main season and this will be available to the committee at the January meeting. The schedule will include a one-day C Class GC tournament (See item 3.7).

Action: Linda

It was noted that this is the first season that the lawns have been available for the winter.

3.5 - Visitors – During previous months, concerns had been raised regarding the number of visitors to the club.

The committee has agreed the following:- visitors are very welcome; there is a visitor's book where **members** can sign in their visitor. An individual accompanied by a member may play as a visitor up to three times during a calendar year. A payment of £5 is required per visit.

The committee will monitor the situation during the year.

3.6 - Paper Towels – These towels are a costly expenditure for the club. A suggestion had been made to put a hand drier into the kitchen and not use paper towels. However, a recent

purchase of paper towels had been made and together with the present finances of the club as they are, it has been decided to defer this matter until a later date.

Unfinished Business from 15th October 2018

3.7 - C Class GC tournament – Brian McCausland is keen that the club should run a GC C Class tournament – however, due to the many difficulties in organising this into the CA fixture book for next year, it was agreed that we would hold a one day C Class competition for club members instead. Linda will incorporate this into her list.

Action: Linda

Graham to speak to Chris Roberts re uptake of GC C class tournaments during the year with a view to entering the C class series in 2020 and to report back at the January meeting.

Action: Graham

3.8 - Coaching Course for Ryan and a place on the handicap committee –

Dave Kibble has offered to run ‘The coaching course for coaches’ and this would take place at the Nailsea club over two days during the winter. Linda will email all interested parties.

Action: Linda

The committee were in favour of Ryan being co-opted onto the NDCC handicap committee. Graham to inform Ryan and discuss his availability to observe others.

Action: Graham

Andrew reminded members of the following: it is important that the members of the handicap committee watch other people play their games and also that handicap cards should be considered in setting handicaps.

3.9 - CA Diploma – The deadline for nominations is July 2019. A member has been suggested for nomination and Mike has agreed to prepare a citation.

Action: Mike

3.10 - Club Keys – Brian has recently purchased 12 new keys, 4 keys have been passed to Coral. Therefore, the club now has 8 spare keys.

The 12 blank keys cost £45 plus £2 each for cutting. Brian has now been able to source a new type of key, which will be cheaper in the future. It was agreed that Brian should buy some more blanks as there is a significant lead time.

Coral has again contacted members who have left the club and asked them to return their keys Gate Keys - 5 committee members have gate keys.

Graham will need a key to the committee box.

Action: Brian

3.11 CA Membership – At present, Mike has taken over the updating of the CA database. Information needs to be up to date and accurate. However, making sure the information is correct and the system is up to date is proving to be very difficult and time consuming.

At the Federation AGM it was noted that one or two clubs are making standard CA membership a condition of club membership - at least for new members.

The committee discussed the following :-

Putting names only on the CA membership database; Mike still has to establish if this can be done. It was noted that this may require permission from the individual.

Making it a condition of joining the club, would mean that information will go onto the CA membership data base.

Way forward- it must be recognised:-

There are club members who have not taken up standard membership of the CA, so we need to be certain data can appear as 'name only'. We may need to stay with the situation as it is for the rest of the CA year.

Membership forms will need to be completed in January. Should they be changed to reflect the current situation? Need to recognise the possibility of losing members who are not on the CA standard membership list and acknowledge that they do not wish to be on the list.

Remind members that there is 'no extra charge' for CA standard membership.

The membership secretary needs to be able to keep this information up to date and to add new members and delete members when they leave the club. This in itself is proving a difficult task. Any details on the CA membership list other than names will require permission of the individual. The CA needs accurate numbers in order that clubs pay the correct levy and for proposed future sponsorship.

It was agreed that the membership form for 2019 will include the following: -

By joining the NDCC club member's name will be put onto the CA standard membership database.

The above change would be conditional that only the individual name would appear on the CA membership database.

Action: Mike/Coral/Andrew

3.12 - CA Inter Club AC and GC Championships

Following detailed discussion it was agreed not to enter teams for 2019.

Meriel to respond to Kathy.

Action: Meriel

3.13 - Entries to SW Federation Leagues

Peter has prepared and sent out this information to the South West Federation League Secretary and to members of the committee.

Possibility of entering a 3rd GC league discussed – High Handicap league.

Ideally a minimum of six players would be required, Peter has contacted eight players and five have responded positively. Peter will contact the players who have not responded.

Action: Peter

4. Any Other Business

4.1 Linda – The SW Federation committee are looking for new premises to hold their three committee meetings in the coming year. Dates requested 2nd February and 12th October, (Saturday 10.00 - 13.00 ish).

The committee agreed that the clubhouse could be used on the 2nd February and the October date would be reviewed later.

4.2 Mike – Water charges – the application for a discount on this year's charge has been declined. The direct debit has been revised in order to reflect the cost £115 per month.

Therefore the annual charge for water will possibly be £1385.

Mike presently has an on line cap with the bank of £50. It was agreed to increase this to £100.

Mike and Liz have offered to host a summer BBQ. It was noted that Mike will need help to prepare before the day.

4.3 - **Peter** has nominated James Galpin for the Apps Memorial Bowl award. Despite the change in dates for presenting an application, Peter’s late application has been accepted. At our AGM a member asked if the committee had any thoughts in putting the club forward for any awards. Initially the idea was dismissed as being too late. However, there is the Apps Heley Award, which looks at ‘any improvements made to a club’. It was agreed that as a club we should put in for this award by 1st January 2019, submitting convincing evidence and photos of work undertaken in the last year.

The application form is available from the CA website. Applicants should also contact their local Development Officer, Paul Francis, Bath Club. Andrew will contact Paul, complete and submit the form.

Action : Andrew

4.4 - **Peter** – engraving of trophies.

Following inspection, it was agreed that the engraving on the trophies this year was not up to the normal standard. Peter to contact Brigit with a view to her returning them for re - engraving.

Action: Peter

Peter – Early Warning !!

New golf croquet rules are coming out in the next year. The World Croquet Federation and the CA are adopting new rules and there will be some considerable and some minimal changes. Peter will keep up with the changes and will attend the update courses being planned by the S.W. Academy.

4.5 - **Coral** advised the committee that Christine Haley had recently passed away, and her funeral will be held on Friday 7th December at South Bristol Crematorium. Christine had been an active member of the club; she will be missed. Our thoughts are with her family at this difficult time. Coral will email all members with this information.

The meeting closed at 12.45hrs

DONM: 8th January 2019 at 10.00 venue; Mikes

Signed as a true and accurate record

Name.....

Signature.....

Date.....