



Buckfastleigh Bowling Club
Duckspond Road
Buckfastleigh
TQ11 0NL

Executive Meeting

Meeting held on 20 February 2019 at 2.00pm.

Present: John Sims – Chairman; Tom Bowden – Secretary; Keith Stow – Treasurer;
Sonia Bowden – Club Captain; Pauline Manfield & Ham Sampford – Committee
Members.

Chairman's Introduction

The Chairman opened the meeting wishing all the best to both Jeanne Pinney and Graham Bailey who had both been in hospital recently. Tom also said that he had sent cards to both of them.

The Chairman also commented that last year we had the Beast from the East, and now it is almost spring like, so we need to dot the i's and cross the t's and make sure we're fully prepared for the new season. We face probably the most important challenges since the work on the green back in the late 80's.

The Chairman also reported that he heard at Dawlish that our bowling club was closing down. Ham had also had a chat with Jeanne about this and pointed out that we do indeed close down - every winter!

Apologies:

Jeanne Pinney.

Minutes of Previous Meeting:

The minutes of the Executive Meeting held on 16 January 2019 were signed by the Chairman as correct, subject to changing the number of new members required for the Bowls Alliance Grant from 6 to 7.

Matters Arising:

1. Glasses

The reusable glasses have been delivered.

2. Fire Extinguishers

Keith had spoken to Mike Raggett about the fire log. Technically, the fire extinguisher by the door should be fixed to the wall, but in reality it is alright where it is. All the other extinguishers are OK. It was agreed that we should have a notice on the board saying where the extinguishers are and what they are for.

Action: TB

3. Over 55's Men's X & Y Teams

There followed a discussion about who could be Captain for the Y team. It was agreed that Tom should approach Will Wale and see if he would be prepared to take on the role. We have until 22 April to submit the registrations.

Action: TB

4. Child Protection Officer

At the previous meeting Pauline enquired about the validity of her Child Protection certificate.

The term Child Protection Officer has now been replaced by the Safeguarding Officer, whose role is much the same but is now also responsible for safeguarding vulnerable adults. Although Bowls England recommend the attendance at various training courses, there is no legal requirement to do so.

5. Opening the Green

The Chairman strongly believes that we should strengthen our relationship with the Town Council. After discussion, it was agreed that the Town Council Mayor should be invited to open the green. Tom will write formally to the Town Council.

Action: TB

Correspondence:

None, that hasn't already been dealt with elsewhere in the minutes.

Treasurer's Report:

1. Bank Balance

Keith reported that the bank balance was £9,880.

2. Treasurer

Keith reminded the Committee that he had agreed to continue as Treasurer at the last AGM until a new Treasurer could be found. He said that he wanted this to happen before the start of the new season. We therefore need a new Treasurer before the end of April.

Action: All

The Green:

Ham presented the Green Report, as previously circulated.

Ham also indicated that we might not need a new 'light' mower, given that the green is responding well to treatment.

Recruitment

1. Bowls Alliance Grant

Tom reported that the grant application has been submitted online. The coaches registration number was required and unfortunately Roger's coaching membership has lapsed, but his number has been entered anyway.

2. Bowls England Recruitment Material

Tom reported the free advertising material had arrived and will be displayed in various places next month just prior to the start of the season.

Action: Sub Cttee

3. Taster Days

It was agreed that the taster days would be held on 12 May, 19 May, 26 May and 2 June. This would be a morning and afternoon session on 12 May, the remaining sessions would be afternoon only.

4. Sub Committee

It was agreed that Sonia should also join this sub committee, which now comprises the Chairman; the Treasurer; the Club Captain and Roger Joint. Other members can be co-opted.

Action: JS

5. 100 for the 100

The Chairman suggested a possible marketing tool of aiming to have 100 members by our centenary year.

6. Banners

The Chairman will look at getting some more banners and will come back with a costing.

Action: JS

Centenary

The Chairman updated the committee on his discussions with Stoke Fleming Bowls Club who are celebrating their centenary this year.

Fund Raising

1. Teignbridge DC Grant

A meeting was held at the Clubhouse on 6 February 2019. The Chairman, Secretary and Mike Anderson were present along with Donna Best, Head of Estate Services, Teignbridge DC.

Donna was very impressed with the green area and the clubhouse. However, she said that Teignbridge DC had no resources to fund the grant. Initially she repeated the position that under the terms of the new lease the grant would be withdrawn and the rent would be lowered to reflect the loss of income. Tom pointed out to her that that was not the case, there was nothing whatsoever in the lease to that effect and indeed, the rent was set at a similar level to what previously existed. She said she would go back and speak to the budget holder and see if anything could be done regarding reinstating the grant or at the least, helping us out until our centenary year. She left us feeling slightly more optimistic as she also mentioned possibly reinstating the grant from last year.

Donna had promised to reply the following week, although to date no reply has been received.

Subsequent to the meeting, Tom had spoken to the Secretary at Teignmouth Den who confirmed that both their green and Shaldon's green are maintained by Teignbridge DC and further, that Bitton Park are still in receipt of an annual grant towards the maintenance of their green. As a public body, Teignbridge DC have a duty to be transparent. Therefore, this information could be invaluable in any further negotiations.

2. Grants from Town Council

Tom reported that the Small Grant application had been made to the Town Council and we await the decision of the Finance Committee to be held on 27 February 2019.

3. Other Grants from Town Council

Tom mentioned the other types of grants available from the Town Council and these will be explored.

4. Sub Committee

It was agreed that a sub committee be formed comprising the Secretary and the Treasurer. Other members can be co-opted.

Action: TB

Property Maintenance

1. Various Items

The various maintenance items were in hand and are planned for the end of March/early April.

Action: HS

2. Hedge Trimming

This needs to be undertaken within the next couple of weeks. Pauline reported that Will Lithgow is waiting for instruction to complete this work.

Action: PM

3. Locks

Pauline said that the combination locks are becoming very difficult to use. Additional Ham expressed concern about who has keys to the machinery shed. It was agreed that new combination locks be purchased and the machinery shed lock should be changed. We also need to determine who has keys and maintain a key register.

Action: PM & HS

Any Other Business:

1. Social Evenings

The Chairman suggested that maybe social evenings should these nights be open to all. Pauline said that our next social evening involved pre ordering of fish and chips, so it would be difficult to make it open to all.

To try and generate more support for the next social evening, it was agreed that Tom would email our members and Pauline would telephone those without email addresses.

Tom would also do posters for the future social evenings and place it on the notice board outside Bradley's and also outside the Club.

Action: TB & PM

2. Annual Health and Safety Risk Assessment

The Chairman pointed out that our Health and Safety policy states that “At the beginning of each season the premises/greens are checked to ensure that potential hazards”.

We need to do this before the opening of the green.

Action: JS

3. Data Protection

The chairman raised the issue of Data Protection. Tom said our policy has been updated and is on the notice board and the website. On both Membership Application Forms and Membership Renewal Forms, there is a statement that Members agree to their personal data being shared with the relevant Bowling organisations.

4. Club Nights

Geoff Mant has indicated that he is prepared to offer his time and help coaching on Club Nights. Members must request coaching, not just turn up and expect it.

5. A and B Team Selection

Unfortunately the A team has already been selected by Stuart Shaw, but we still need to appoint Vice Captains for both the A & B teams. The Selection Committee needs to meet in early April.

Action: JS

6. A v B Team Fixture

The Chairman will liaise with Sue Heyes in order to arrange a date for the A v B team fixture, prior to the fixture book going to print at the end of February.

Action: JS

7. Newsletter

After discussion, it was agreed that the Chairman will produce a Chairman’s letter to all members prior to the new season.

Action: JS

8. Associate Membership

After discussion it was agreed that the Associate Membership be available for those members who do not wish to represent the Club in League or Friendly fixtures or Club competitions. Associate Members will be able to attend roll ups and be able to use the green and facilities like Full Members. The fee for an Associate Member will be £40 per annum.

Action: TB

9. Trustees

Presently we have 2 trustees, Roger Joint & Jeanne Pinney. The Chairman suggested that we really need 3 Trustees and will approach Sue Heyes in that regard. It was also agreed that the Trustees should receive copies of the minutes.

Action: JS & TB

10. Letter of Thanks

Following the difficult time the Club went through at the end of last year, it was felt that the Club owe a great deal of gratitude to those who worked extremely hard to save the Club and that it ought to be recognized. A letter of thanks will be sent to those involved.

Action: TB

11. 2018 Unfinished Competitions

It was suggested that the Tolchard Cup could be played on the weekend of the Green Opening. However, as there were 2 Ladies competitions that weren't played, it was agreed to leave them as 'not played'.

12. Non Executive Members

It was agreed that Non Executive Members of the Club be invited to Executive Meetings on an ad-hoc basis should a situation arise where their presence would be beneficial.

13. Defibrillator

The Chairman informed the Committee that the previous Secretary had mentioned to him that the Club had raised a certain amount of money towards a defibrillator and as we haven't acquired one the money raised should be given to Buckfastleigh Fire Station to install a defibrillator in another part of the town. It was agreed to defer the matter for the time being.

The next meeting will be on Wednesday 27 March 2019 at 2pm.

There being no further business the meeting closed at 4.20pm.

Signed as correct:

Chairman

Buckfastleigh Bowling Club Committee Meeting Wednesday 20th February 2019 at 2.00 p.m.

REPORT ON THE GREEN:

Work done since closing the green:

- Deep spiking
- Scarified three ways generally, some selected patches four ways
- Grass cut at least once each month, in spite of the weather [November to February 12mm]
- Green seeded
- Top dressing [top soil] applied
- Rubbers and benches stored away
- Gully cleared
- Disease treated twice
- Iron solution to strengthen the grass and lower moss activity
- Grass chiselled to assist drainage improvement
- Machines overhauled, minor repairs carried out

Work to be undertaken before opening of green [last Saturday in April 2019]

- Further cutting of the grass slowly lowering cut down to 6mm [weather dependent]
- Scarifying, scarifying, scarifying, must get on top of the moss problem
- Further spiking
- Top dress patches and fill in holes [caused by birds]
- Treatment for pests
- Hand weeding and higher solution of iron to reduce moss invasion prior to scarifying
- Clear gully again
- Cut back hedge growth [using voluntary team help]
- Mower to be sent away for annual service.
- Apply fertiliser, granules and solution
- Check and make good edging as required.
- Enlist help for the Green Team, produce rota
- Reorganise mech. Shed
- If weather is suitable and grass growing well adjust mower cut to 5mm for start of the season
- Contact consultant for input

Most of the work will be undertaken by the Green Team, especially Ken and Ham. The consultant tackles the purchase, storage, handling and application treatment of all 'potentially harmful/dangerous' chemicals. Iron and bio fertilisers applied by Ham or Sue Heyes.

Ham

Green Team Leader

Saturday 16th February 2019