



*Buckfastleigh Bowling Club  
Duckspond Road  
Buckfastleigh  
TQ11 0NL*

**Executive Meeting**

Meeting held on 16 January 2019 at 2.30pm.

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

**Chairman's Introduction**

The Chairman welcomed everyone to the first meeting of the Committee and was pleased that all the Executive positions were filled at the Special Meeting held on 9 December 2018. He was optimistic about the future of the Club.

**Apologies:**

None.

**Minutes of previous meeting:**

The minutes of the Executive Meeting held on 3 October 2018 were signed by the Chairman as correct, subject to “Foxlands” instead of “something else” being inserted in Club Competitions under Correspondence.

**Matters arising:**

**1. Smoking**

It was agreed that smoking be not permitted by players during matches (apart from the tea break) and that the smoking be banned from the surround apart from the far corners. Ham said we had enough signs to put up to indicate the smoking areas.

**Action:** All and HS

**2. Glasses**

Tom had researched some reusable, dishwasher friendly glasses. It was agreed that 30 pint and 30 1/2 pint glasses be ordered.

**Action:** TB

**3. Executive and Non Executive Officers**

It was agreed that these be elected at the AGM's of the Club in accordance with the Constitution.

**Action:** TB

## Correspondence

### 1. **Over 55's Men's X & Y Teams**

The registration forms had been received and will be passed to Stuart.

**Action:** TB

Tom also mentioned that Ray Parker had suggested that e-scorecards be used by those Clubs who were able to, subject to a 50% take up. As Stuart didn't have a computer, our Club would not be able to subject results electronically.

A Captain for the Y team needs to be found, but we have until 22 April.

### 2. **Email from Toby's Mother**

Tom brought the email to the Committee's attention. No reply had been sent to his Mother. It was agreed to send a courteous reply to his Mother.

**Action:** TB

## Treasurer's Report

### 1. **Bank Balance**

Keith reported that the bank balance was £10,042.

### 2. **Fire Extinguishers**

Keith had the fire extinguishers tested at a cost of £165. The person who tested them suggested we have a fire log, indicating where the extinguishers are and what they do. Keith will speak to Mike Raggett (a former Fire Officer) about the need.

**Action:** KS

### 3. **Audit of Accounts**

Under the Club's Constitution the Club's accounts should be audited. It was agreed that Tom would do this.

**Action:** TB & KS

### 4. **Bank Mandate**

Keith explained the difficulties encountered with Lloyds in getting a mandate form. After speaking to someone though, it was "on it's way". It was agreed that the 4 signatories should be: the Treasurer; the Chairman; the Vice Chairman and the Secretary.

**Action:** KS

## The Green

### 1. **Consultant**

After discussion, it was agreed that the Consultant be paid a maximum of £250 per month.

**Action:** HS

### 2. **Report**

Green was cut last week, and given an iron treatment to get rid of moss, but needs to be done again. We need to get more Members to join the Green Team.

## Recruitment

### 1. **Bowls Alliance Grant**

£250 is available for recruitment so long as we recruit 7 new members over the age of 55. It was agreed to apply for the grant.

**Action:** JS

**2. Sub Committee**

It was agreed that a sub committee be formed comprising the Chairman; the Treasurer and Roger Joint.

**Action: JS**

**3. Bowls England Material**

It was agreed that the free material should be ordered.

**Action: TB**

**4. New Members (to Bowls)**

It was agreed that the first year membership fee for those new to bowls will be £20.

**Action: TB & KS**

**Centenery**

The Chairman offered to speak to Stoke Fleming Bowls Club as they are celebrating their centenary this year. It was also agreed to form a Centenery sub committee. The Chairman also suggested a newsletter be published which would go out around 4 weeks before the Opening of the Green.

**Action: JS**

**Fund Raising**

**1. Teignbridge DC Grant**

The Chairman read out the latest email from TDC stating that they would no longer pay the Club an annual grant of £4,000. Instead they maintain that they are assisting the Club by charging a lower rent. TDC maintain that the grant should have stopped after the new lease had been agreed in 2011, but they wouldn't expect us to repay to apparent overpayment!

It was agreed that the Club call a meeting with TDC to put the matter to bed once and for all. The Club would be represented by the Chairman, the Secretary and Mike Anderson.

**Action: JS**

**2. Grants from Town Council**

Tom outlined the 3 types of grants available from the Council: Small Grant (<£500); Large Grant (>£500) and Perennial Grants (mainly for revenue funding).

**3. Grant from the Church and the Abbey**

Jeanne stated that funds may be available from these sources and the Chairman said he would speak to Jeanne on that matter.

**Action: JS**

**Property Maintenance**

Various items were discussed and Ham would provide an estimate of the cost. This could be considered as the project for the Small Grant application to the Town Council. It was agreed that a Small Grant application be submitted to cover the costs of the works to be done.

**Action: TB, HS & KS**

### **Any Other Business**

#### **1. Social Evenings**

The social evenings were confirmed as the 6 February, 6 March and 3 April, with bacon baps being available on 6 February.

**Action: PM**

#### **2. Club Nights**

It was agreed that these should continue on Monday evenings with coaching being available.

#### **3. Annual Dinner**

This has been arranged for 22 November 2019 at the Dartmoor Lodge Hotel. There was discussion about the timing of the dinner, with some members saying they preferred a lunch. It was agreed to keep it as an evening function for this year.

**Action: JP**

#### **4. Child Protection Officer**

Pauline enquired about the length of time her certificate was valid for. Tom offered to find out.

#### **5. Various Documents**

Tom handed out various policy material: Health & Safety; Safeguarding; Membership Application; Membership Renewal; Competition Entry Form and Names to Play. These had been brought up to date and standardised.

#### **6. Opening the Green**

There followed a discussion on who should open the green. No decision was made.

#### **7. Member's Bequest**

The chairman read a letter from a Member who had made a bequest to the Club. It was agreed that the Chairman will write thanking the Member.

**Action: JS**

The next meeting will be on Wednesday 20 February 2019 at 2pm.

There being no further business the meeting closed at 4.50pm.

Signed as correct:

Chairman