

Minutes of the Club Council Meeting



Wednesday 15th November 2023 at 18.00 in the Blencathra Room

	<p><u>Present:</u> Les Balmer (Chair) (LB), Joan Armstrong (President) (JA), Ladies Captain Bridget Coy (BC), Club Vice Captain Nigel Scott (NS), John Taylor (JT), Gavin Oliver (GO), Darren Whitfield (DW), Stephen Johnson (SJ), Gail Gravett (GG), Richard Hellon (RH). Carol Slinger (Minutes secretary)</p>	ACTION
1.	<p><u>Apologies</u> Club Captain Javid Latif (JL)</p>	
	<p><u>Minutes of previous meeting</u> The minutes were circulated to all attendees of the Council meeting held on 11th October were agreed as a true record of the meeting and sent for publication on 25th October 2023.</p> <p>Correction to the Minutes of 11th October 2023 Point 3.1 LB said that a letter had been received from Steve Ingram in relation to his correspondence regarding the closure of the course on a Dad's Army competition day, and Steve had asked it to be noted that his letter was not about the decision to close the course, but the late communication which was sent out to members.</p>	
	<p>The Chair welcomed the incoming Ladies Captain, Bridget Coy onto the Council and thanked all the Council Members for their hard work over the year.</p>	
2.	<p><u>Matters arising</u></p> <p>2.2.7.4 Costings for repairs to the storage bays at the greenkeeper's shed. GO stated that to use less work intensive concrete 'Lego Style' blocks to rebuild the storage bays would be in the region of £8,500. Two additional quotes/materials are being sought. GO</p> <p>2.2.4.2 Review of keyholders' procedures. Key holders are all now instated.</p> <p>2.5.2 Risk assessment of the practice area has been completed and recommendations will follow. The only control measure yet to be carried out is the removal of picnic benches from the grass. GO to ask the greenkeepers to action.</p> <p>2.5.4. RH to cost an effective solution to restrict vehicles round the pedestrian area in front of the clubhouse. Two planters have been donated by the CUGC and CLCGA, the Club will also purchase two removable posts which will protect the area, but will also allow access by emergency services.</p> <p>2.6.6. BRS EPOS cost figures to Council members to evaluate prior to the next meeting. SJ has received further information, which will be forwarded to the next Council for it to be considered further in 2024.</p> <p>2.9.8 Club's policies and procedures in relation to the course updated. Carried forward.</p> <p>2.9.9 New information board, with attachable local/temporary rule boards be costed. The new board would be placed alongside the putting green. Photos of various boards were circulated. GO to research further and get costings.</p> <p>2.9.10 The door on the electricity meter cupboard needs repaired. GO Actioned</p>	<p>GO</p> <p>GO</p> <p>GO/LB</p> <p>GO</p>

	<p>2.10.1 Removal of the blue gate from the entrance. The gate has been removed.</p> <p>2.10.10 Pricing of a 40" monitor for the leaderboard in the lounge. The TV found was a couple of inches too large, but could be used elsewhere in the refurbishment. A 40" TV still to be resourced. LB</p> <p>2.11.2 Re-siting of the 'Welcome to EVMGT' sign. The sign itself has been removed, and the posts and sign to be relocated further up the drive so that it is "out of play".</p> <p>2.13.2 SWOT analysis returned from all Council Members. These have been collated and will be passed onto the incoming Council.</p> <p>3.2. Investigation into and response sent to a visiting member. LB Actioned</p> <p>5.4 Subscriptions & Green Fees policy which can be adopted in future. Distributed prior to the Finance meeting and agreed in readiness for the AGM. LB/SJ</p> <p>6.1 Tenancy agreement for the flat completed and signed by both parties. LB Actioned and a signed copy has been returned by the new occupant.</p> <p>6.4 Review of the room hire payment process. SJ Carried Forward</p> <p>6.7 Quotes for a GPS clock to go on the front of the clubhouse. Best quote was £1,050 and it was subsequently thought, by the Finance Committee, not to be good value for money. We will possibly seek a sponsor.</p> <p>6.8. 100 stacking chairs for the dining room will be costed. Now included in the overall refurbishment budget – see point 6.6 below.</p> <p>6.10. Frosted window transfers with the Penrith GC logo costed. Now included in the overall refurbishment budget – see point 6.6 below.</p> <p>6.11. In the gent's locker room, the lights are to be upgraded to LED panels and the ceiling repaired from a historical leak. The damage to the ceiling is being investigated prior to any redecoration being completed as there was further water present during the recent heavy rain.</p> <p>7.2 The grass cut back in the quarry and at the top of it. Now carried forward to 2024 season.</p> <p>7.5 Remaining ball washers dismantled and sent for refurbishment. One ball washer has been sent and an assessment of the work done will be made before any others are sent away.</p> <p>8.2 A date set for a combined Ladies and Gents handicap review. DW Carried Forward</p> <p>8.3 Preferred lies rule posted on the noticeboard. DW Actioned – See point 8.4 below</p> <p>10.1. Rules for the Governance of the Club sent out to the membership for comment. LB Actioned on 13th October.</p>	<p>LB</p> <p>GO</p> <p>GG</p> <p>RH</p>
<p>3.</p>	<p><u>Correspondence</u></p> <p>1. Correspondence has been received from three property development companies. However, before any discussions can be entered into, the validity of an exclusivity agreement with Booth Ventures, signed by the former Management Committee, on behalf of the membership, needs to be checked by a qualified person. LB said that this matter should be passed forward to the incoming Club Council following the 2023 AGM. In the interim LB will write to the interested parties to notify them that matter will receive further consideration by the incoming Club Council. LB</p>	<p>JA</p>

	<p>said that it was important to reiterate that any decision on any future developments of the land will be made by the membership as a whole, in accordance with the Club rules.</p> <p>2. Cumbria Ladies County Golf Association sent two letters of thanks for the use of Club facilities for meetings and a Juniors, Vets and Ladies golf day.</p> <p>3. Emails have been received from Dougie Parker in relation to a number of issues in relation to the Club Council and also the new Rules for the Governance of the Club. A response was agreed and LB will write to Dougie accordingly.</p> <p>4. Emails have been received from David Harding in relation to the new Rules for the Governance of the Club. A response was agreed and LB will write to David accordingly.</p>	<p>LB</p> <p>LB</p> <p>LB</p>								
<p>4.</p>	<p><u>Health and Safety</u></p> <p>1. An incident occurred where shots were fired at members on the 8th hole by youths in the Beacon using a BB gun The police were called and dealt with the situation. No serious injuries were sustained.</p> <p>2. Checks on the emergency lighting found that there are some issues on the older lights, which will need to be assessed and costed.</p> <p>3. The charging units in the buggy park have caused the RCD in the fuseboard to trip. The fault has been identified as an overheated socket in the buggy park, so further investigations will be made to establish the root cause of the problem.</p>	<p>RH</p> <p>RH</p>								
<p>5.</p>	<p><u>Finance</u></p> <p>1.</p> <table border="1" data-bbox="272 981 1246 1245"> <thead> <tr> <th data-bbox="272 981 788 1043">Bank balances as at 31st October 2023:</th> <th data-bbox="788 981 1246 1043">Compared to previous year:</th> </tr> </thead> <tbody> <tr> <td data-bbox="272 1043 788 1106">PGC: £236,804.23</td> <td data-bbox="788 1043 1246 1106">PGC: £213,690.28</td> </tr> <tr> <td data-bbox="272 1106 788 1169">PGC Ltd: £14,242.04</td> <td data-bbox="788 1106 1246 1169">PGC Ltd: £7,870.52</td> </tr> <tr> <td data-bbox="272 1169 788 1245">Cumberland BS £118,595.21</td> <td data-bbox="788 1169 1246 1245">Cumberland BS £116,808.06</td> </tr> </tbody> </table> <p>SJ advised that since 1st November PGC funds have been moved into Nat West deposit accounts in order to earn interest.</p> <p>£50,000.00 into a 35 Day Liquidity Account</p> <p>£50,000.00 into a 95 Day Liquidity Account</p> <p>£80,000.00 into an instant Access Deposit Account.</p>	Bank balances as at 31st October 2023:	Compared to previous year:	PGC: £236,804.23	PGC: £213,690.28	PGC Ltd: £14,242.04	PGC Ltd: £7,870.52	Cumberland BS £118,595.21	Cumberland BS £116,808.06	
Bank balances as at 31st October 2023:	Compared to previous year:									
PGC: £236,804.23	PGC: £213,690.28									
PGC Ltd: £14,242.04	PGC Ltd: £7,870.52									
Cumberland BS £118,595.21	Cumberland BS £116,808.06									
<p>6.</p>	<p><u>House</u></p> <p>1. Two letters of complaint regarding the standard of food have been received. Both have been discussed with the catering team and responses sent to the complainants. A continuous improvement plan has been put in place.</p> <p>2. Clubhouse and course Christmas opening times were discussed and RH to take the agreed hours back to the caterers. Days and times will be published nearer the time.</p>	<p>RH</p>								

	<p>3. New ovens, modifications to the extraction and changes to the kitchen layout will start on Monday 20th November. There will be some disruption to service for most of the week.</p> <p>4. A meeting to discuss the Clubhouse refurbishment established that the costs in some areas were much higher than budget, and it was agreed to proceed without the use of an interior designer. On reviewing all the items separately, committee members were assigned specific parts of the work and were asked to obtain alternative costs for them at “best value” – See Item No.6 below.</p> <p>5. Several locker doors have been repaired; however, members are asked to email house@penrithgolfclub.co.uk if they rent a locker which needs repairs to be carried out.</p> <p>6. RH shared a series of graphics of the refurbishment plans, by email, prior to the meeting which was well received by Council members.</p> <p>Refurbishment of the Dining Room includes wood panelling, a new door into the store, decoration, carpeting, realignment of kitchen doors, repairs to floor, frosted glass panes, 100 function chairs, and electrical works, with work intended to start on 20th November 2023.</p> <p>Refurbishment of the back bar includes a partition to screen off the bar from the lounge/dining area, new furniture, wood flooring, carpets and decoration, with work intended to start in the first week of January.</p> <p>Following extensive value analysis, the total cost of the above is £42,000, which is more than the £35k previously agreed by the Council to carry out works, but now includes a much larger scope of work.</p> <p>The total, plus 10% contingency, was agreed at the Finance meeting and voted upon at this meeting. 7 for and 1 abstention. The vote was carried.</p>	
7.	<p><u>Course</u></p> <p>1. A proposed plan of work on the course for the winter period was published on 14th November.</p> <p>2. The experimental mat on the 11th hole will be removed and a mat will be placed on the front of the summer tee. Permanent mats will be placed at the rear of the 8th and 16th tees.</p> <p>3. An email was received from Isobel Williams with concerns about the grass/gorse mound that is replacing the bunkers on the 18th. The height of the bank will reflect the need to maintain the level of difficulty of the hole. It was agreed that the Course Committee would meet with Isobel to discuss the changes on the 18th.</p> <p>4. RH has worked with a local company to design new larger bins for the course. A free-of-charge prototype bin will be placed on the first tee to assess its durability over the winter months.</p>	GO
8.	<p><u>Golf</u></p> <p>1. The postponed Green Keeper’s Revenge competition will be rescheduled in March 2024.</p>	

	<ol style="list-style-type: none"> 2. DW proposed that a presentation of the 2023 trophies should take place, by the Club Captain, after a shotgun-start team competition in the spring, in which trophy winners will be encouraged to enter. The event would also include a meal. 3. As previously minuted, BRS tee times will go to 10-minute intervals. This will be from 1st January. 4. DW disputed some of the winter rules that were recently published. They will be reviewed and re-published. 5. DW asked for any queries that members have regarding changes to WHS handicap rules in April 2024 be emailed to him for resolution. comps@penrithgolfclub.co.uk 	<p>LB</p> <p>DW</p>
<p>9.</p>	<p><u>Communications/IT</u></p> <ol style="list-style-type: none"> 1. NS asked if he could have an email address after the AGM in his role as Club Captain. 2. GG clarified the options for voting in the electronic vote for the AGM. Each election will give voters the option to say ‘Yes’ ‘No’ or ‘Abstain’. They will also be able to move on through the options should they not vote on any one election. 	<p>GG</p>
<p>10.</p>	<p><u>Constitution</u></p> <ol style="list-style-type: none"> 1. JT thanked his committee members, Joan Armstrong and Kathryn Bulman, and the Council, for their valued input into the development of the Rules for the Governance of the Club. 2. The new rules are now available on the PGC website. 3. LB reported that 7 members have volunteered to be included in a pool for a disciplinary panel. 4. 	
<p>11.</p>	<p><u>Juniors</u></p> <ol style="list-style-type: none"> 1. The Junior AGM was held on 27th October 2023 with the Club Captain Javid Latif and incoming Lady Captain Bridget Coy presenting the trophies. 2. Junior coaching has gone well during 2023 with an increased attendance and Junior membership has doubled. Two of the Junior members gained county recognition and another attended the county development squad. 3. The Junior team performed with great credit and Penrith is one of the few clubs to have a junior team in the County. Congratulations to all those juniors who represented the club. 4. Ellis McAuley has now stood down as junior captain. He thoroughly enjoyed his year as Junior Captain and was provided with excellent support from his family. The Junior Captain for 2024 will be Magnus Villadsen. Magnus has been a junior member for three years and attends QEGS. He is also a qualified football referee. 5. Members of the Junior Committee and other Club volunteers will be assisting Eden Valley Sports Partnership run the annual tri-golf tournament at Penrith Leisure Centre on 30th November 2023. This involves all primary schools in the Edern area. 	

12.	<p><u>AOB</u></p> <ol style="list-style-type: none"> 1. RH asked if an old gate and stoop can be removed from the back of the Clubhouse. GO to ask the Greenkeepers. 2. The Council were reminded that in 2023, any new members had to be ratified by the Council. LB to remind the Pros and the Office. 3. JA asked if the Club could house the Cumbria Lady Vet's trophies as they do for the County Ladies. All agreed. 4. The valuation of the trophies, for insurance purposes, is still outstanding. NS to contact the valuer. 	<p>GO</p> <p>LB</p> <p>NS</p>
	<p><u>The meeting concluded at 21.05</u></p> <p><u>Date of next meeting: To be confirmed when the new Council is elected.</u></p>	