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| **UPHALL GOLF CLUB**  **Minutes of Annual General Meeting 2015** | | | |
| **Minutes written by:** Steven Grady | | Page 1 of 13 | |
| **Location of Meeting :** Uphall Golf Club | | | |
| **Date of Meeting :** 10th February 2015 | | | |
| **Present -**  Captain –  Vice-Captain -  Treasurer -  Secretary -  Match Secretary -  Assist Match Secretary –  Green’s Convenor -  Ass Greens Convenor - | E Kennedy  B Mackintosh  S Grady  A Stevenson  J Saunders | Ladies Captain –  Ladies Convenor -  Linlithgowshire Rep -  Sponsor Convenor -  House Convenor –  Asst house convenor -  Junior Convenor -  Membership Convenor-  Club Manager - G Law | T Robertson  A Stevenson  D Watson  E Kennedy |
| **Distribution:** All members of UGC Club Administrator Website | | | |
| **Meeting Agenda**  **Item 1. Introduction and Review of the Past Year**  **Item 2. Minutes of the Annual General meeting of 11th February 2014**  **Item 3. Matters Arising.**  **Item 4. Presentation of the Club Accounts and Balance Sheet.**  **Item 5. Golf Course overview.**  **Item 6. Junior Update.**  **Item 7. Council recommendations on Fees and Subscriptions.**  **Item 8. Election of Office Bearers and Council Members.**  **Item 9. Appointment of Club Auditor.**  **Item 10. Any other Business.**  **Item 11. Date of the next Annual general Meeting**  **(Tuesday 9th February 2016 19.30hrs)** | | | |
| **Total attendees at the 2015 AGM were 91.** | | | |

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| **Item 1** | **INTRODUCTION AND REVIEW OF THE PAST YEAR**  Good evening everyone and welcome to our 2015 Annual General Meeting. Thank you all for attending this evening.  Could I ask first of all if there is anyone present who is not a fully paid up member of the club can they please leave the meeting. The AGM is a private and confidential meeting not open to the press and therefore anyone representing the Press should also leave. No information should be provided to the Press without prior authorisation from the council. Can I ask that all mobile phones are switched off please and any questions to come through the chair in a proper manner.  May I ask everyone to be upstanding to observe a minute’s silence as a mark of respect to the members and former members that have passed away during this past year.  **Apologies: R Comber, G Reid and T Glasgow.**  **Review of the past year 2014-15**  Playing-wise it was largely a successful season. The condition of our course is gradually improving with the investment done in drainage work reaping benefits. Because of this minimal rescheduling of competitions was required and all competitions were completed. Amendments/improvements to bunkering are ongoing and I am sure Jim Saunders will provide further details regarding this in his greens report. Our thanks go to all the greens staff for their hard work in carrying out this work as well as their ongoing work to keep the course looking at its best throughout the season.  As a club we were saddened to lose our Club Captain, John McDermott, to cancer in September, barely a month after this had been diagnosed. John gave many years’ service to the Golf Club, as Seniors Convener, greens Convener and latterly as Captain, and we thank him for his contribution over this time. He has been sorely missed at Council meetings, and around the Club, since his untimely death.  This year’s Club Championship was won by Joe McManus, his 12th title and 1st since 2003, who beat Alan Moffat 4&3 in a high quality final. Derek Watson beat Gordon Kinghorn 4&3 in the 2nd Class final while Bob Young retained the 3rd Class beating Paul Watkins 3&2 in the final. Susan Rennie defeated Liz Calder 7&6 to win the Ladies Championship for the 9th time while the Ladies Handicap Championship was won by Anne Brotherston who triumphed on the final green against Rosemary Sharp. In the Juniors Blair Saunders beat defending champion Jack Cummings by 2&1 in the A Class while in the B Class Conor Byron won the battle of the brothers by 7&6 against his sibling Sean.  In the Linlithgowshire competitions we had a fairly successful season overall. The 2 Club Championship finalists, Joe McManus and Alan Moffat teamed up in the Courier trophy and the team, also consisting of Andy and Graeme Stevenson reached the final before narrowly losing 1 down to Shotts who retained the trophy. In the Summer League our team finished 4th as Bathgate won the League for the 4th year in a row. Our Seniors team finished tied 2nd in their league which was won by West Lothian. Individually, Joe McManus won the Seniors County Championship at Niddry Castle and also the 1st Class Spring Handicap at Bathgate. Graham Bow was also victorious in the 2nd Class Autumn Handicap at Niddry Castle. We also won two team championships, Joe McManus, Alan Ferrie, Gordon Kinghorn and Ken Clarke won the Seniors County Team Championship while Robert Wilkinson, Robert Stoddart, Ian Wemyss and Iain Calder won the 3rd Class County team Championship. Well done to all the winners.  Our Junior Team had an exceptional season and managed to win both the Summer League and Century Cup. It is encouraging to see the number of juniors participating at our club and also the standard some of them are playing at. From a team selection point of view I would envisage at least one or two of them breaking into the Men’s team this season, perhaps at the expense of the Match Secretary! Our Junior Convener Peter MacMillan, and all of his assistants, are to be congratulated on all their hard work with the Junior section.  The new website has proved to be successful with the club making use of this, and also our Twitter feed and the email distribution list, to keep members up to date with ongoing developments in the club. We have recently changed to the new Clubv1 system which is used as a membership database as well as for all competitions and handicap administration; this is a web based system and will work with the new computer in the back bar. The new online booking system will also be launched prior to the new season and it is good to see our club progressing with initiatives such as these.  Once again we must thank all our sponsors for their support throughout the year; Gordon and other Council Members continue to try to bring in revenue from this source but in the current financial climate this is not easy. I would encourage anyone who wishes to sponsor the club in any way, or who knows someone who might like to assist us, to get in touch with Gordon or Carole in the office.  There have also been other initiatives carried out by the Council this year; the paved area to the east of the clubhouse outside the pro Shop and the ladies locker room was completely redone and a new practice net has also been added. Our thanks to all involved in these projects. We are also in the process of refurbishing and repairing the fence between the 17th tee and the car park and other work in and around the clubhouse will be addressed during the forthcoming year.  Finally a note of thanks is due to all members who have voluntarily assisted the club over the past 12 months; you are too numerous to mention individually but your help and dedication are greatly appreciated. Without this work our club could not continue to grow and flourish and I am hopeful that this will continue going forward so we, as a Council, can give you, the members, the golf course you deserve and the best membership experience that we can.  **Andy Stevenson, Honorary Match Secretary** |
| **Item 2** | **MINUTES OF THE ANNUAL GENERAL MEETING OF 11th FEBRUARY 2014**  *That the Minutes of the AGM of 11th February 2014 be accepted as a true record of the proceedings:*  **Proposed By** : B Mackintosh Snr  **Seconded By** : Ian Calder  **Carried** |
| **Item 3** | **MATTERS ARISING**  There were no matters arising from the previous minutes. |
| **Item 4**  **Item 5** | **PRESENTATION OF THE CLUB ACCOUNTS AND BALANCE SHEET**  **Treasurer's Report 2013/14 Financial Year**  The report was given by the Honorary Treasurer, Bill Mackintosh on behalf of the committee.  You will find included as part of the AGM pack accounts for the 12 month period ended 31 October 2014, which show a surplus for the year of just over £9k. this shows continued progress from last year’s results, helped by an increase in membership fees of £12k and a reduction in overall costs of just under £3k, underpinned by strong financial and business management across the board.  The following table shows a comparison of the member numbers in the key categories  **Full PAYG Senior Youth Young Person Junior Total**  **2011/12 282 41 110 9 5 119 566**    **2012/13 241 60 118 10 4 122 555**  **2013/14 233 67 124 5 17 123 569**  Competition for the “golfer’s pound” remains intense, with everybody looking for a deal, whether that be for a casual round, society outing or a membership package. We continually require to balance the need to attract members/revenues without undervaluing our ever improving product.  We held a very successful open day in May, which attracted some 35 new memberships, mostly taking advantage of “on the day” offers. An emerging trend (and made worse by the fact that memberships are available with no waiting at virtually all courses) is that members are more disposed to move clubs more regularly than in the past. That’s just a fact of life which we need to manage – we are not alone.  It’s all of our jobs to make new members feel welcome and try and make sure that they become long-term members – that’s good for us all.  There have been no more local casualties in terms of clubs closing, although Castle Park near Gifford is currently up for sale.  As is usual, I will run through the headlines of the finances and some of the major variances in the line items.  Looking forward, the aim is to bolster the Club’s financial position and provide resources to continue improvements to the course and clubhouse, where the latter in particular has had restricted investment in the last decade or so.  **Cash position and Bank Overdraft**  We have closely managed the Club’s cash position again and made little use of the overdraft, with a maximum usage of around £11k in the period just before the annual payers’ subscriptions started to come in last march. The actual overdraft limit was reduced to £25k from £45k voluntarily and we don’t envisage using the facility at all this winter.  We will keep some level of overdraft facility to give us flexibility should opportunities arise to make prudent purchases or cover timing differences. You will see that the Club’s cash position at the date of the accounts is £18k positive, as compared to £4k negative as at the same point last year.  **Bar**  In terms of the bar, we saw a reduction in sales of almost £15k (12%) although the profit was “only” down by £6k to £20k as staff costs were controlled closely. We will monitor matters closely as the effect of the lower alcohol limits for driving becomes clearer – early signs are that this is hitting all licenced premises to some extent.  Lastly, on the topic of the bar, we are currently taking legal advice on the merits of seeking a change to a full licence, which would allow us more freedom to offer use of the function room to parties not connected to the Club.  **Investment**  Investment continued, principally on the golf course, supported by, amongst other things, donations/sponsorship and voluntary work by members. These efforts were significantly supported by the provision of labour, heavy plant and machinery by Gordon Bow Plant Hire.  **Subscriptions**  In terms of next year’s subscriptions, there is no increase proposed, which will see the main categories of fees being maintained for the 3rd year in a row.  Can I please remind you that the deadline for “annual payers” to settle their 2015/16 subscriptions is 31 March 2015.  Despite my specific request last year, the Club Administrator spent an inordinate amount of valuable time chasing up overdue fees – can you please pay on time. This includes locker fees please.  This year, anyone overdue by more than 1 month will have their playing privileges withdrawn – it’s unfair on your fellow members who either pay in advance or on time that members who have not made payment can continue to enjoy the Club’s facilities.  I trust I will have your co-operation on this matter which will allow your committee and staff to concentrate on making sure your golf club continues to move forward positively, which remains a challenge.    **Bill Mackintosh**  **Honorary Treasurer**  The Treasurer then said that he would now take questions from the floor.  No Questions were forthcoming from the floor.  **The Match Secretary** then asked that the accounts be accepted, and asked for a proposer and seconder.  **Proposed By: J Little**  **Seconded By : S Cooney**  **Carried**  **GOLF COURSE OVERVIEW**  **Gordon Law as Course Manager gave his report.**  Good evening everyone. Before Technical Jim answers any agronomy questions you may have I would like to take time to thank the members for their patience over the last 3 or 4 years with the major works which have been carried out. We can truly see the benefits but we will not be resting on our laurels with works still progressing.  I would also like to thank Peter, Neil and Gary for working well with the Greens Committee on the programme of works which has been successful so far. The quality of work and completed product they have produced has been first class.  Gordon and Graham Bow have once again came up trumps with great help again throughout the year – thank you.  Finally on the thank you notes, the help and support from members on the course and in and around the clubhouse has been fantastic and much appreciated by the greens staff, Greens Committee and all on the Management Committee.  We are completing renovation works to bunkers on the other side of the road before moving to the clubhouse side to finish off the fence at the car park. The Swilken Bridge on the 16th hole along with the path on the 17th hole will be worked upon. The bunker on the 17th medal tee will be filled in to give us more teeing area. As I said earlier I will now hand you over to Jim Saunders who will explain the more technical side of the course improvements.  **Jim Saunders gave an overview of the works carried out.**  **Introduction**  I am not going to bore you all this year with talk of organic matter and soil pH, but would like to discuss three key golf course issues of relevance, namely:  **Winter Golf**  Last year we commenced a pilot programme to allow golfers playing in the winter to enjoy the experience better and allow balls to be played from the fairway without having to take the ball to the side, we also took a decision to play on full greens when weather conditions were favourable, (which is all times, except when we have a deep frost) and also to play from normal tees, with the exception of par three holes, where we would play from mats.  This pilot proved very successful with no evidence of any detriment to the course during last year’s playing season, with many members commenting positively on the condition of the course.  On the back of last year’s successful pilot, we followed the same proposal and with the exception of the weather over the last couple of weeks, members have been able to enjoy improved golfing conditions over the past four months.  As a result of this action Gordon has indicated a 40% increase in the numbers of tee off times being allocated during winter months, which obviously has a positive consequence on footfall for the clubhouse.  Therefore, we are proposing to continue with this arrangement going forward, we monitor condition of the course closely and if there are any obvious signs of deterioration linked to our proposals, we will take appropriate action.  Members generally pay their fees over 12 months, so we aim to give members the best possible golfing experience over 12 months.  **Golf Course Winter Programme**  The winter programme this year has primarily focussed on bunker renovation. We mentioned at last year’s AGM that it was time to reward the patience of the members for the significant disruption works to the course over the past three years.  We have now carried out bunker renovations to holes 1, 4, 5, 6, 7, 8, 9, 10, 11, 12 and 13, with renovation work on the 14th hole bunkers planned before the start of the season. Works will commence on the remainder of our bunkers at the end of the 2015 season.  Other than the poor condition of our greens over recent years, bunkers have been a key concern for many members, particularly in relation to depth of sand, consistency of sand and raking techniques adopted by our greenstaff.  The key objectives of our bunker renovation programme was three fold namely:-   1. To create bunker base that was saucer shape rather than bowl shape which collected water and became problematic to maintain. This type of construction is generally termed walk in bunkering and is a technique adopted by a significant number of courses. 2. To use the same sand type in all our bunkers, rather than the “Heinz 57 varieties” that have been used over the past 20 years or so. 3. Adopt a single raking technique that will be adopted by all our greenstaff.   Feedback on renovations carried out this far has been extremely positive, however, fair to say that we recently received a letter of complaint from a member, speaking on behalf of other members, where it was considered that our renovation/design philosophy was mistaken. Happy to take any specific question on this issue at the end of the presentation.  Finally on bunkers, I would ask that members give the issue in relation to the bunker on the 18th hole some consideration over the next few weeks and feedback your views to Gordon. The bunker on the left hand side of the 18th green, also comes into play on the 1st and 2nd holes. This is the key danger area on our golf course, particularly on busy days such as the Pro’s day and Silloth.  This bunker can generally slow up play and keep members and visitors in the firing line for longer than would normally be the case. So purely on the grounds of Health & safety I would propose that we remove this bunker. However, I am happy to be guided by the views of the members. I think the hole certainly deserves a bunker but current arrangements make this a problematic area of the course.  **Condition of Greens and Tees**  The condition of our green surfaces has continued to improve and our three year green renovation project is now complete, We will continue to hollow core, scarify and apply 70 tonnes of sand each year as part of our standard maintenance schedule. This is critical to ensure we never return to conditions we witnessed a few years ago.  The greens have never been tested by the levels of rainfall we had witnessed four years ago and if we were exposed to such conditions our greens would flood and go a bit soft, but the recovery period of the surfaces will have improved significantly.  We now have over 100mm of root growth in all our surfaces and this is a great indicator of improving soil biology.  Similarly our teeing areas have improved as a result of more intensive aeration works, fertilizing and top dressing that have been carried out.  We have recently purchased a new set of gang Mowers and a greens Iron which will further enhance the condition of both Golf Course.  Jim then said that he would now take questions from the floor – there were no questions forthcoming.    The **Match Secretary** thanked Jim for his full and concise report. |
| **Item 6**  **Item 7**  **Item 8**  **Item 9** | **JUNIOR UPDATE**  **Peter MacMillan provided a report on the Junior Section**  **Overview**  With 123 members, I am delighted to report that the Club’s Junior Section is continuing to flourish, with a great proactive team and generous sponsors.  A special mention goes to our headline junior sponsors, Aberdein Considine and Mark Horsburgh for the superb support they continue to give the junior section, along with Gordon Law for giving so much of his time and coaching free of charge.  Of course, not forgetting the Club’s bar and catering staff for making the clubhouse “junior friendly”, thanks for your patience. Lastly on this topic, many thanks to the members for all the encouragement and support given throughout last year. The juniors really appreciate your efforts.  Two years ago with support from the SGU we devised a clear strategic approach to growing the Junior section, which I am pleased to report, is working well. We will keep moving forward maintaining the momentum which has been developed through a number of initiatives, including working with schools and community groups.  **Mini section**  Under the guidance of Tom Flannigan, the mini section continues to be a fantastic success for junior golfers over the age of 9 who are new to the game. Tom has organised coaching and support for these youngsters to ensure they gain on-course skills and etiquette with the objective of attaining a playing handicap. The section now has 22 very keen members, some of whom will progress to join the juniors in medals etc. this year.  **2014 Achievements**  The Match Secretary’s report will list all of the golfing highlights of the club and we are so proud of what has been achieved in team competitions that I would like to mention them here.  Linlithgowshire League Winners – Blair Saunders (captain), Craig Tibbetts, Jack Cummings, Campbell Anthony, Scott McKinnon Jnr, Tommy Gheel, Liam Roberts, Jack Stewart and Liam Thomson.  Linlithgowshire Century Cup Winners – Jack Cummings and Scott Mckinnon Jnr, Campbell Anthony and Craig Tibbetts.  As League winners the team will compete with three other regions for a place to represent Scotland in the 2015 British Junior Club Championship. We plan to redouble our efforts to coach and support the lads and wish them well.  The 2015 Junior Captain is jack Cummings. I would like to congratulate Jack and thank him in advance for his support and wish him well in his year as Captain.  In closing, my sincere thanks go to Tom Flannigan, David and Margaret Meldrum, Sheila Cowie, Alison Wilson, John McEwan, John Halliday, Janette Paterson, John welsh, Colin Chambers, Robert Frame and Jock Cumberford. I hope I have not forgotten anyone, without them the junior section simply could not be successful.  The **Match Secretary** thanked Peter for his report  **COUNCIL RECOMMENDATIONS ON FEES AND SUBSCRIPTIONS**  **The Match Secretary** asked for the following Fees to be adopted.  **The following was put to the members:**  **2015/16 2016/17**  Joining Fee: None None  Member £588 or (12 x £49) £588 or (12 x £49)  Member (Pay as you Go) £588 £588  (£147 then £49/Month) (£147 then £49/month)  Senior member £352.80 or (£29.40 x 12) £352.80 or (£29.40 x 12)  Junior member (9-17) £20 £20  Youth Member (18-21) £100 £100  Further Education Member £100 £100  Young person member (22-25) £250 £250  5 day member £392 £392  Country Member £392 £392  Locker rental (Adult and Junior) £20 £20  **Green fees - To remain as per last year**  Weekday Round £23  Weekday Day £30  Weekend Round £30  Weekend Day £40  Winter Weekday Round £13  Winter Weekend Round £16  Introduced Guest £10  Introduced Junior Guest £3  Honoraria £750    **Note: all the above Green Fees include the premium for personal Liability Insurance, Linlithgowshire Golf Association contributions and subscription fees to the SGU and Lothian’s Golf Association.**  **Note: all Junior locker fees go towards the running of the Junior section.**  **The Match Secretary asked if there were any other proposals, there being none the council recommendations were approved on block and were carried without question.**  **ELECTION OF OFFICE BEARERS AND COUNCIL MEMBERS**  **The Match Secretary Read out the nominations for the office bearers and council positions.**  **Captain E Kennedy Proposer : A Stevenson Seconder : S Grady**  **Vice-Captain n/a Proposed : n/a Seconder : n/a**  **Hon Secretary S Grady Proposer : A Stevenson Seconder : B Mackintosh**  **Hon Treasurer B Mackintosh Proposer : S Grady Seconder : A Stevenson**  **Match Secretary A Stevenson Proposer : B Mackintosh Seconder : S Grady**  **Council Members**  **1 year to re-election**  **P MacMillan**  **D Watson**  **T Robertson**  **2 year to re-election**  **n/a**  **Nominations for Council Members**  **A McGowan Proposer : G Glendinning Seconder : J Reid**  **S Henry Proposer : S Grady Seconder : B Mackintosh**  **Nominations for Council Members**  **The remaining positions are vacant.**  **3 members for 2 years**  **1 member for 3 years**    **No one came forward to take up these positions.**  **The Match Secretary** said that these positions will remain open during the year for anyone to come forward; they would then be co-opted on to the council.  **Jack Reid** addressed the meeting and presented his thoughts on the election of E Kennedy as Captain.  **There being no further nominations the aforementioned were elected unopposed.**  **APPOINTMENT OF CLUB ACCOUNTANTS**  The re-appointment of **Whitelaw Wells** as Accountants of the Club.  Proposed by R Middleton and Seconded by J Reid and Carried. |
| **Item 10** | **ANY OTHER COMPETENT BUSINESS**   1. **Bill Carlyon** asked that the Council give some thought to the trimming of the tree line off the 3rd tee. The Captain thanked Bill for his thoughts and confirmed that this would be placed before the Council for consideration. 2. **Jim Little** praised the condition of the Golf Course and commended the Management Committee who have managed to move the Club forward significantly despite the ongoing difficult economic climate. The Captain thanked Jim for his good wishes.   As there was no further questions, **The Captain** thanked the members for attending and closed the meeting at 8.25pm. |
| **Item 11** | **DATE OF THE NEXT ANNUAL GENERAL MEETING**  **The date of the next AGM is Tuesday 9th February 2016 at 7.30pm.** |