|  |
| --- |
| **MINUTES OF COMMITTEE MEETING** |

|  |  |
| --- | --- |
| **Location of meeting: ZOOM Video call** | **Minutes Prepared by: Steve Grady** |
| **Date: Tuesday 21st February 2023** | **Reference Number: 02/23** |

|  |  |
| --- | --- |
| **Present** | **Yes/No** |
| Bill Mackintosh (Treasurer) | Yes |
| Steve Grady (Secretary) | Yes |
| Graeme Stevenson (Match Secretary) | Yes |
| Derek Watson (House Convenor) | Yes |
| Scott McKinnon | Yes |
| Dorothy Watson (Ladies Captain) | Yes |
| David Meldrum | Yes |

|  |
| --- |
| **Distribution** - All Council Members, Golf Course and Membership / Sponsorship Manager, Administrator, and Website. |

|  |  |  |
| --- | --- | --- |
|  |  | **Action** |
| **1.0** | **Apologies for absence** |  |
| 1.1 | None | Noting |
| **2.0** | **Previous Minutes** |  |
| 2.1 | Proposed by: Scott McKinnon  Seconded by: Graeme Stevenson | Noting |
| **3.0** | **Matters Arising and Action List** |  |
| 7.1 | David Meldrum will contact Robert Kelly to establish what tasks can be progressed by the “volunteer group” | DM |
| 15.2 | We have had a discussion with the Caterer around his proposition for the new Clubhouse and he is to produce a more fulsome business plan this was expected to be received by 31/12/2022 for consideration by the committee, however, this has been delayed and the proposed document has yet to be received. | SG |
| 16.3 | We have received complaints on the quality of the existing Catering, whilst it is acknowledged that the Caterer has some personal issues to deal with at the moment, and the facilities are not ideal, we do expect a certain standard to be maintained – we will meet with the Caterer to progress this. | BM/SG |
| 16.4 | The recently introduced “suggestion Box” was discussed and all suggestions will be responded to as follows: -   * Bank of the medal tee @ 18 is slippy. This will be raised with the greenkeeper with a view to including this in next year’s winter programme. * Practice Net – need to await the new clubhouse structure in order to ensure this is built and positioned correctly. * The mat on the 4th tee to be moved to the left of the approach path. * Consider increasing visitor rate to £18 for a midweek round. | BM |

|  |  |  |
| --- | --- | --- |
| **4.0** | **Health & Safety (ongoing Developments Post Fire)** |  |
|  | A discussion took place regarding certain areas that are relevant to the ongoing status of the club post the devastating fire in the clubhouse: -   * The Club Blog has commenced and will be updated when there is relevant content to communicate. * The Project Working Group (PWG) continues to meet regularly. * Moving forward with the revised Planning permission – a decision is expected within 6 weeks of submission of the new drawings. * The new footprint may now encroach the existing putting green, this will require more thought as to the best finished layout. The Committee expressed reservations on where the putting green will be located and a meeting with the PWG will be arranged shortly to progress this. * We have received a basic business plan from the Caterer – a more fulsome business plan was to be completed by 31st December and is to be presented to the committee, this has not been received as yet. * Our Architects made a presentation and conducted a Q&A session before the AGM on 7th February 2023, this seemed to be well received.   The PWG comprises: -  Gordon Law – Chairperson  Peter MacMillan – Vice Chairperson  Jim Saunders – Project Manager  Derek Watson – Construction Manager  Stephen Jamieson – Tendering & Procurement  Josh Renwick – Tendering & Quantity Surveying  John Black – Quantity Surveying | Noting |
| **5.0** | **Treasurer’s Report** |  |
| 5.1 | |  |  |  | | --- | --- | --- | | **Uphall Golf Club Figures Month 3** |  | **As at 31st January 2023** | |  |  |  | | **Bank** |  |  | |  |  |  | | Current Account |  | £10,251.56 | | Subs Account  Uphall reserve |  | £120,000.00  £1,375,695.19 | |  |  |  | | **Net Position** |  | **£1,505,946.75** | |  |  |  | | Due to Suppliers |  | £18,219.97 | |  |  |  | | **Bar Cumulative** |  | **YTD** | |  |  |  | | Sales |  | £0 | |  |  |  | | Purchases | 0 |  | |  |  |  | | Opening Stock |  |  | |  |  |  | | Closing stock |  | £0 | |  |  | £0 | |  |  |  | | Gross Margin |  | **0%** | |  |  |  | | Wages |  |  | | Received from Furlough |  | £0 | | **Outturn Profit YTD** |  | **£0** | |  |  |  | | **Net Margin** |  | **0%** | |  |  |  | | Noting |
| 5.2 | **Financial Performance** – **Other**  YTD  Green Fees £1,963.98 | Noting |
| 5.3 | **Treasurers Report**   * Cash has increased over the month although we have subsequently settled the account of £7.2k for the annual Insurance. | BM |
| **6.0** | **Match Secretary’s Report** |  |
| 6.1 | The 2023 fixture list has now been completed. Given the current circumstances with no clubhouse and no Captain/Vice Captain, the Captain v Vice Captain game, scheduled for Saturday 1st April, will not take place and has been removed (consideration is being given to replace this with an alternative Competition).  I continue to work through updating BRS with all dates/fixtures. Within the next month, contact will be made with the printers to arrange fixture books for the season.    Players not returning their scores via the app continues to be a problem, along with players booking tee times for competitions and just not turning up. Email sent out AGAIN but appears to be a problem that cannot be solved. Full consideration to be given on how this is dealt with for the 2023 full playing season. | GS |
| **7.0** | **Greens Convenor’s Report** |  |
| 7.1 | **Course Managers report**  **January 2023**  **Weather**  I started on Monday the 16th of January to find the course was covered in a heavy snow. We reopened 6 days later on the Sunday to winter greens. From this period to the end of January we only recorded 10mm of rain which is great for the time of year.  **Jobs we have achieved/ completed**  Gutted sheds- with the snow lying on my first week it gave us some much-needed time to clean out both sheds. Also gave me time to walk the course and get used to my surroundings.   Course set up- every morning we are out preparing the course the best we can. From moving markers, raking bunkers, blowing debris, trimming holes, cutting greens. Picking up broken tees around markers.  Edged bunkers- we put a new edge on the bunkers which freshens them up and lets us get the levels correct up the edges.  Verti drain tees- we got some much needed holes in our tees to help with compaction. This lets water away.  Sprayed greens- put an iron spray on to give them a better colour and some much-needed nitrogen at this time of year.  Sand in bunkers- checked every bunker on the golf course and topped up any we thought was low. Usually 4” in the middle and 2 up the edges.  Cut fairways- really keen to get a diamond cut on our fairways this summer. So started with the left to right line first. Will need to establish this one in several times before the right to left us started.   **Jobs going into February**  Core greens- our first major work will take place nearer the end of February. We will core the greens and top dress them.  Continuing verti draining around the course Checking sand levels Sarel rolling greens Spraying and applying a granular feed to greens Keeping course tidy as possible.  **Update on machinery.**  The majority of the machines are on the older side, so straight away we have been busy getting new batteries and tyres for a few of our machines. We also had to replace a motor reel and an actuator on one of our eclipse greens mower.  **Hopes for new machinery**  We are constantly looking to see what is available online and through reps. Second hand machinery is so high in demand, with new machinery taking up to 2 years to be delivered. Our main priority is a second hand fairway mower and a semi rough mower such as a Jacobsen tr3 or a toro reelmaster. We have just bought two flymos and are awaiting a chainsaw. We hope to add a strimmer, blower, grade spreader and a power washer if possible.  **Staff**  It is currently myself and David Bryans. We are looking to have 4 staff by the time the season starts in April. Adding a fully qualified greenkeeper and an apprentice to complete our team.  **Other issues**  I have noticed our bays at the sheds for our sand and divot mix are very small and there is not much space for the two. Also, when it rains the water is gathering at the front of the bays. This will lead to us losing sand with each load that we get. Hopefully address this next winter. | DM |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **8.0** | **House Convenor’s Report** | | | |  |
| 8.1 | n/a at this time | | | | Noting |
| **9.0** | **Junior Convenor’s Report** | | | |  |
| 9.1 | No report submitted. | | | | Noting |
| **10.0** | **Senior Convenor’s Report** | | | |  |
| 10.1 | No report submitted. | | | | Noting |
| **11.0** | **Ladies Convenor’s Report** | | | |  |
| 11.1 | The ladies have enjoyed both fun and medal play over the winter, this strategy appears to have been well received, however, it will be reviewed going forward. | | | | Noting |
| **12.0** | **Membership Report (Golf Course and Membership / Sponsorship Manager)** | | | |  |
| 12.1 | A summary of recent activity confirmed that we have had 1 Full, 1 Young and 3 Senior member resignations.  We have taken on 1 Winter Offer new member. | | | | Noting |
| **13.0** | **Social, Bar & Kitchen Report** | | | |  |
| 13.1 | n/a at this time | | | | Noting |
| **14.0** | **Sponsorship Convenor’s Report** | | | |  |
| 14.1 | n/a at this time | | | | Noting |
| **15.0** | **Secretary’s Report** | | | |  |
| 15.2 | No report submitted. | | | | Noting |
| **16.0** | **AOCB** | | | |  |
| 16.1 | A discussion took place on what our Catering proposition will look like in the new Clubhouse. It is acknowledged that we await the formal Business Plan from our Caterer, but this is something the Committee are keen to progress. | | | | Noting |
| 16.2 | The Alarm system at the Greenkeepers sheds has been upgraded. | | | | Noting |
| 16.3 | We have received complaints on the quality of the existing Catering, whilst it is acknowledged that the Caterer has some personal issues to deal with at the moment, and the facilities are not ideal, we do expect a certain standard to be maintained – we will meet with the Caterer to progress this. | | | | BM/SG |
| 16.4 | The recently introduced “suggestion Box” was discussed and all suggestions will be responded to as follows: -   * Bank of the medal tee @ 18 is slippy. This will be raised with the greenkeeper with a view to including this in next year’s winter programme. * Practice Net – need to await the new clubhouse structure in order to ensure this is built and positioned correctly. * The mat on the 4th tee to be moved to the left of the approach path. * Consider increasing visitor rate to £18 for a midweek round. | | | | BM |
| **17.0** | **Date of Next meeting** | | | |  |
| 17.1 | **The next Committee Meeting will be on 21st March 2023 @ 6pm (by ZOOM)** | | | | Noting |
| **Council Meeting Attendance** | | | **Actual** | **Possible** | **%** | | |
| Bill Mackintosh | | | 02 | 02 | 100% | | |
| Steve Grady | | | 02 | 02 | 100% | | |
| Graeme Stevenson | | | 02 | 02 | 100% | | |
| Derek Watson | | | 02 | 02 | 100% | | |
| Scott McKinnon | | | 02 | 02 | 100% | | |
| Dorothy Watson | | | 02 | 02 | 100% | | |
| David Meldrum | | | 02 | 02 | 100% | | |