

## HALESWORTH GOLF CLUB SENIORS COMMITTEE MEETING

Tuesday 12<sup>th</sup> March 2024 14:30-17:00

### Minutes of Meeting

Present: John Ashton (JA), John Meggison (JCM), Andrew Jennings (AJ), Richard Fernley (RF), Tom Fletcher(TF), Mike Slater(MS), Larry Gazzard (LG)

1. Apologies for absence:

Steve Bacon (SB), David Tower (DT) and John Morley (JM)

2. Minutes of previous meeting:

Minutes of the last meeting on 19<sup>th</sup> December 2023 were accepted as an accurate record of the proceedings.

3. Matters arising

3.1 JCM has prepared a working spreadsheet to track members playing in friendly matches and their availability. This will be available for viewing by any seniors member by request to the Captain.

3.2 Prizes for competitions to be kept under review.

4. Minutes of previous Club Committee meeting(s) (21<sup>st</sup> Feb 2024)

Refer below to comments in Section 7, Treasurer's Report and Section 8, Matters for Discussion, 8.1 Seniors Section autonomy.

5. Secretary's Report (JM)

The Secretary was absent from the meeting due to illness.

6. Captain's Report (JCM)

The following topics were discussed, however the captain's report for March will be prepared following this meeting and ahead of tomorrow's General Committee meeting. The committee agreed two separate reports one day apart was not necessary.

6.1 Captain's Drive In 2024

6.2 Captain's Charity 2024

6.3 HGC Seniors Friendlies Availability Matrix

6.4 Nominations for Winter Leage Captain 2024

Regarding nominations for the Winter League Captain, JCM will message Seniors. The Committee agreed that the approach should be the same as all friendly matches and give everyone interested in playing a chance. This should override the more competitive approach where the same players are picked for each match; the team will no doubt remain competitive.

## 7 Treasurer's Report (MS)

7.1 I can confirm the account balance as at the 12<sup>th</sup> March is £1,935.19 as verified by the Committee by checking the Barclays Online banking facility at this meeting. This is showing a decrease from the £3,237.69 presented at the last meeting dated 19<sup>th</sup> December 2023 – the reason for this drop being the £1,117 distribution of the 2023 Charity funds and a couple of 'late' invoices covering 2023 trophy costs.

- Members income since the last meeting totalled £1,666. This includes a February £7 overpayment from HGC, which will be taken back from their March payment.
- Members outgoing via 'prize funds' since the last meeting totalled £1,535.
- Other incurred costs since the last meeting totalled £196 covering bunker rakes and paperweight.
- The Profit/(loss) for the period totalled a (£72) if you include the £7 overpayment

7.2 Bank Account Access Update - Following a review and subsequent approval from the Seniors Captain, I can confirm the previous Treasurer (Richard Day) is in the process of being taken off the Barclays account with the 'Mandate Change Form' submitted. Therefore, the seniors section will have three bank account signatories; Mike Slater (Treasurer), Richard Fernley (Senior Committee Member) and Tom Fletcher (Senior Committee Member).

7.3 Following the approval from the committee at the last meeting – the Treasurer can confirm all hard copy documentation dating 2021, 2022 and 2023 has been scanned (10 hour job!) with copies held by the Seniors Captain and on the Treasurers Google Drive as suggested by the Vice Captain. Furthermore, I can confirm all previous hard copy data has been securely disposed via a cross shredding process.

7.4 The Treasurer has introduced an additional spreadsheet to support both the balancing of the 'prize funds' and provide management information for the seniors' committee to utilise. A sample of collected data so far;

- The percentage of 'prize funds' paid back out to members year to date (Dec to Mar) is currently running at 92.5% - Is there an agreed target for the year as the estimated 2023 percentage was 80-85% as stated by JA at the AGM? We need to ensure we have enough funds in the account to cover the annual costs including trophies etc.
- There have been 83 different members win prize money to date.
- The average 'winnings' for the above 83 members being £21.
- Total individual prize funds handed back out vary from just £1 to someone at £100.

n.b. It should be noted the time taken to gather this data is greatly reduced by the use of the MS Excel technology. For example; use of PivotTables. It is also suggested the IG system could potentially offer the Seniors committee more management information if investigated and/or required.

**Note: Committee agreed the 'buffer' bank balance should be set at £2k and therefore the next accounting quarter (until the next committee meeting) the percentage 'prize funds' paid out should be 80% for all competitions. This %level will be reviewed at the next meeting.**

7.5 The Seniors Captain forwarded a copy of the Ladies Section draft set of 'Financial Rules' and asked these be reviewed for this meeting with the potential they be adopted across all sections of the club. I can confirm they will not be suitable for the Seniors Section. For example; the document states (quote); The use of the debit card should be limited and an alternative signatory should be notified that the card has been used. The Seniors section do not operate with a debit card facility. This is just one example of why I concluded it would not be 'fit for purpose' for the Seniors section.

7.6 The Seniors Captain has also recently forwarded a copy of the ladies section 'Accounts Spreadsheet' with comments from the Club Captain stating this is to move toward standardisation of how finance records are kept and presented. The Treasurer has reviewed this spreadsheet and considers this document to be a big step backwards!

It should be noted the Seniors Treasurer recommends the Seniors Captain relays the following to the main committee –  
Before we even try to 'standardise' some of these areas, the main club committee needs to look at the 'basics' on how our committees are set up and then develop a project plan rather than trying to implement processes and procedures which for the Seniors section, are not fit for purpose.

**Note: The committee voted by show of hands and it unanimously supported the above statements to be put forward to the Club Committee.**

7.7 Review of competition charges: Due to the increased number of participants in the Qualifier Comps, I propose we review the current £2.50 entry fee with the suggestion being that we reduce it to £2.

The reason I put this forward is in part due to the Clubs 10% and 8% annual membership increases over the last two years and how this committee can be seen to be helping each other with this 20% reduction in costs for members.

n.b. I feel important that we also consider the past history on this area and therefore the reasoning of the £2.50 is in place from our senior members of the committee.

**Note: The committee put forward a revised motion to keep the £2.50 cost at the same level for 2024 therefore not increasing the entry fee to help members costs. The committee voted by show of hands and it unanimously supported this revised motion.**

7.8 Seniors Treasurer: Other Business

7.8.1 The main committee February meeting minutes 'Treasurers Report section' states;

*There have been other bills paid, for the Turkey Trot and the AGM buffet which are 'internal' and for the engraving for all sections. The cost of the Alan Whiting medals has also been paid to Lesley Pyke. I will be asking the Seniors and the Ladies for a contribution – when we can receive it!*

How is it, that the main committee can commit expenditure from the Seniors accounts without our prior knowledge.

**The committee voted by show of hands and with a unanimous vote that the Club Committee should be requested to consult the Seniors Committee before committing the Seniors Committee to any potential costs it may wish us to contribute to.**

7.8.2 The club committee February meeting minutes 'Club Update section' states in relation to the Valley course;

*Mark thought that between 70 to 90 would be required at a total cost of £750. BT said that this was an opportunity for the members and management to work together on a course improvement and offered to contribute 50% of the costs. (Later in the meeting it was agreed to go ahead with this, club money coming equally from the Gents and Seniors' funds, a total of £375 in all).*

As this was committing approx. £190 of Seniors funds, should this item have come back to this committee for discussion before being committed?

**The committee voted by show of hands and with a unanimous vote to allow the Seniors Captain to commit up to £200 expenditure before having a requirement to bring it back to the Committee for review and/or approval.**

## **8      Matters for Discussion**

### **8.1      Seniors Section autonomy**

8.1.1    The Seniors Committee believes that the Seniors Section adopts well established procedures that comply with the club constitution (which was updated for 2024 and in the committee's opinion does not require changes at this point in time).

8.1.2    The Club Committee document "Aims and Objectives" is very welcome as an advisory document from which ideas will be put to the Seniors Committee for adoption, if considered appropriate.

8.1.3    The committee has concern that forcing through its implementation as Club Committee "rules" undermines the Seniors Section autonomy and may create discord across the membership, and undoubtedly require constitutional changes. The committee suggests time is taken for reflection before taking this path.

8.1.4    With reference to discussions recorded in the February General Committee meeting about Seniors tee times, TF reported that the current status is that the Seniors Committee Executive have worked with the club professional to establish block bookings for competitions and matches, with timings that work well for the club and provide an opportunity for (the increasing numbers of) Seniors to play in competitions. There are no requirements for afternoon bookings or 4-ball competitions, both of which could be

disruptive for the club. The format of competitions during the winter months will be reviewed.

8.1.5 The club policy document '**Equality, Diversity & Inclusion Policy**' is a serious piece of work that addresses in a practical way all relevant aspects of club management. Regarding the document "**Putting an Equality Policy into Practice**", which has been forwarded by the General Committee for review, it is the Seniors Committee's opinion is that it has little bearing on the way we play golf today, although maybe it will in the very distant future if society norms change. In any case, development and adoption of a new policy is the responsibility of Club Management, and will require constitutional changes developed by Club Management, not member committees.

**The committee voted by show of hands, with a unanimous vote of approval for the above and for the Seniors Captain to relay to Club Management prior to the March 13<sup>th</sup> General Committee Meeting.**

## 8.2 Committee(s) structure

The Seniors Committee does not recognise a need for committee restructuring at this point in time. The Seniors Committee believes that time should be taken for reflection before there is any move to change the club constitution.

## 8.3 Summer Accumulator

The Seniors Summer Accumulator will not take place this year. It is not considered suitable for the summer months when so many members are on holidays.

## **9. Any Other Business**

9.1 The date of the Captain's Away Day to be reviewed, and it is suggested that in 2025 it is moved to September. The final decision to be left with the Seniors Vice Captain.

9.2 The committee discussed whether afternoon bookings was manageable for Seniors competitions. It was agreed that generally it was not, although there could be exceptional circumstances and the decision would rest with the competition manager/admin (as listed in IG). The general rule will be that bookings later than the block booking will be accepted up to 30 minutes beyond the last tee time for the competition in the block booking. There will be no issues if earlier bookings are required, and competition admin is informed.

**The committee voted by show of hands and it unanimously supported the motion to restrict competition bookings later than the block booking to within 30 minutes.**

9.3 Following the revision of the WHS on 1<sup>st</sup> April, the Seniors Section will continue with a general playing handicap of 95% of course handicap. This will be reviewed after a suitable period has elapsed and experience of its effects can be judged.

RF reported that there have been problems with IG when the playing handicap is changed from 95% to another percentage, it becomes unstable and reverts to 95%.

Comment: The main committee February meeting minutes 'Handicap Secretary section' states; *I would advise that because of this from April 1st 2024 all competitions have a Playing Handicap of 100% NOT the current 95%. Post meeting Note: The Club Handicap Secretary, Rob Sherington informed the General Committee meeting on 13 March 2024 that after further evaluation he had decided to retain 95% for competition playing handicaps after 1 April 2024.*

**The committee voted by show of hands and it unanimously supported the motion to continue with the current 95% playing handicap after 1 April 2024.**

9.4 MS sought clarification on the ruling in regards to the newly installed rake stands. Are they moveable and/or taken in the same ruling as a rake which I believe is; *A bunker rake is considered a movable object, which the player may remove, WITHOUT PENALTY, in accordance with Rule 24-1.*

MS Comment: What happens if the ball is touching the rake/rake stand and therefore could not be moved without disturbing the ball? Can I suggest a note is issued to all members confirming the rules on this matter? Action: MS to approach the Club Professional for a definitive answer. His reply is to be shared with all committee and then to all Senior Members.

9.5 Request to the Seniors Captain to update the committee regarding the last Seniors committee meeting minutes in relation to how the 'committee minutes' are to be made available to all members as it appears to have worsened since our last meeting with now just 5 sets of minutes available to view on the club website? Action: JM to follow up with Ellie.

9.6 Timing of Trophy Events: The following are Trophy Events which MS proposed are reviewed.

January – Metfield Cup

February – Wenhaston Trophy

MS Comment: The Met Office has reported the UK has just had the eighth-wettest winter. We must all accept climate change and these wet winter months will become more a 'norm'. I totally understand and agree we cannot predict the weather and any day on any month can cause a competition being cancelled – however, all I'm suggesting is that we lessen this risk by moving these comps to a non-winter month?

**Note: The committee voted by show of hands and it unanimously supported that the Wenhaston Trophy be moved to a date in April and the timing of the Metfield will be reviewed in 2025.**

*Post Meeting note: The meeting ended without time to discuss changes proposed to Seniors Rules. RF is currently updating competition rules (Seniors Competition Rules V1.6) with agreements made at the December Seniors AGM and the Seniors Executive members, led by JCM who will update the section operating rules (HGC Seniors Rules V1.5), both documents to be ready for approval at the next Seniors Committee meeting.*

10 Date of next meeting: 10am 17<sup>th</sup> June 2024

Minutes prepared by T Fletcher 13 March 2024. Approved by John Meggison. Also reviewed by MS, RF and SB.

Signed: *John Meggison*

14<sup>th</sup> March 2024

John Meggison, Seniors Captain

See Appendices below

## **HGC Seniors Captain's Report – Wed 13<sup>th</sup> March 2024**

**(as presented to the Club Committee meeting on 13<sup>th</sup> March 2024)**

Apologies for the late submission of this report but the Seniors only held their last committee meeting yesterday (12<sup>th</sup> March) and much of what was discussed is appended to this report. The full minutes from the meeting are now available and will be circulated as soon as possible.

### **Appendix One**

#### **Extracts from HGC Seniors Committee meeting Tuesday 12<sup>th</sup> March 2024**

Seniors Committee Discussion of Senior's Autonomy

### **Appendix Two**

#### **Extracts from HGC Seniors Committee meeting Tuesday 12<sup>th</sup> March 2024**

Treasurer's Statement (extract)

## **Captains Report**

### **Golf and Matches**

As with everyone else, several Seniors competitions have been cancelled due to weather and two have been curtailed to just 10 holes. Several fixtures have been put off to a later date and we are accommodating those as best we can.

Our entry numbers for Tues and Fri comps remain high and we have 71 entered for the SB Qualifier on Tues 19<sup>th</sup> March.

We finished 3<sup>rd</sup> in the Winter League, a creditable performance.

The friendlies are now up and running and we won the first match of the season last week at home to Rookery 6 – 2. The away match the following Friday against Caister was cancelled by them because of the state of their course but our Secretary is trying to re-arrange. Our next match is at home to Sprowston this coming Friday.

The trials for the Beaumont started yesterday but were curtailed again by the weather, only 10 holes being managed.

All friendly matches for the rest of the year now have 'Acting Captains' allocated to them, and all fixtures for the next quarter have allocated 'finalisers' from the committee who will be in charge of the fixture.

I have created a Spreadsheet Matrix which records the availability, selection and how many teams each squad member actually plays in the friendlies – we have 85 members signed up



to our squad. I will keep it up-dated after every match. This spreadsheet will be available for viewing at any time by any member from myself upon request.

This will make our selection policy more open and transparent and assist with our aim of spreading the selections around as much as possible to include members who have not played before.

### **Captains Drive-In 2024**

The Seniors Captain has committed the Seniors section to a revised format for the Captains Drive-In for this year only. There was some concern that it has now become a big charity day and all the gift vouchers would be used up in this one event but the Club Captain has assured us otherwise. The Seniors Captains donation to the event will be approx £90, the same as the Club and Ladies Captains and the proceeds will be split equally amongst the respective charities.

The Seniors Captain's choice of charity for this year will be the British Heart Foundation.

### **New members**

We have had 4 new members join the Seniors section since 1<sup>st</sup> December and 6 more in January. We are the biggest section in the club and continuing to grow.

### **Committee**

The frequency of Seniors Committee meetings remain at every quarter.

The date of next meeting: Mon 17<sup>th</sup> June 2024 at 10am

**John Meggison**

**Seniors Captain**

**13<sup>th</sup> March 2024**

## Appendix One

### Extracts from HGC Seniors Committee meeting Tuesday 12<sup>th</sup> March 2024

#### Seniors Committee Discussion of Senior's Autonomy

##### 8.1 Seniors Section autonomy

8.1.1 The Seniors Committee believes that the Seniors Section adopts well established procedures that comply with the club constitution (which was updated for 2024 and in the committee's opinion does not require changes at this point in time).

8.1.2 The Club Committee document "Aims and Objectives" is very welcome as an advisory document from which ideas will be put to the Seniors Committee for adoption, if considered appropriate.

8.1.3 The committee has concern that forcing through its implementation as Club Committee "rules" undermines the Seniors Section autonomy and may create discord across the membership, and undoubtedly require constitutional changes. The committee suggests time is taken for reflection before taking this path.

8.1.4 With reference to discussions recorded in the February General Committee meeting about Seniors tee times, Tom Fletcher reported that the current status is that the Seniors Committee Executive have worked with the club professional to establish block bookings for competitions and matches, with timings that work well for the club and provide an opportunity for (the increasing numbers of) Seniors to play in competitions. There are no requirements for afternoon bookings or 4-ball competitions, both of which could be disruptive for the club. The format of competitions during the winter months will be reviewed.

8.1.5 The club policy document 'Equality, Diversity & Inclusion Policy' is a serious piece of work that addresses in a practical way all relevant aspects of club management. Regarding the document "Putting an Equality Policy into Practice", which has been forwarded by the General Committee for review, it is the Seniors Committee's opinion is that it has little bearing on the way we play golf today, although maybe it will in the very distant future if society norms change. In any case, development and adoption of a new policy is the responsibility of Club Management, and will require constitutional changes developed by Club Management, not member committees.

The committee voted by show of hands, with a unanimous vote of approval for the above and for the Seniors Captain to relay to Club Management prior to the March 13th General Committee Meeting.

## **Appendix Two**

### **Extracts from HGC Seniors Committee meeting Tuesday 12<sup>th</sup> March 2024**

#### **Treasurer's Statement (extract)**

The Seniors Captain forwarded a copy of the Ladies Section draft set of 'Financial Rules' and asked these be reviewed for this meeting with the potential they be adopted across all sections of the club.

I can confirm they will not be suitable for the Seniors Section. For example, the document states (quote); *'The use of the debit card should be limited and an alternative signatory should be notified that the card has been used.'* The Seniors section do not operate with a debit card facility. This is just one example of why I concluded it would not be 'fit for purpose' for the Seniors section.

The Captain has also recently forwarded a copy of the ladies section 'Accounts Spreadsheet' with comments from the Club Captain stating this is to *'move toward standardisation of how finance records are kept and presented'*. The Treasurer has reviewed this spreadsheet and considers this document to be a big step backwards.

The Seniors Treasurer recommends the Seniors Captain relays the following to the main committee – before we try to 'standardise' some of these areas, the main club committee needs to look at the 'basics' on how our committees are set up in relation to their finances/accounts and then develop a project plan, rather than trying to implement processes and procedures which for the Seniors section, are not fit for purpose.

The committee voted by show of hands and it unanimously supported the above statement to be put forward to the main committee.

**John Meggison**

**Seniors Captain**

**13<sup>th</sup> March 2024**