



## WESTBURY GOLF CLUB

### Minutes of the 42<sup>nd</sup> Annual General Meeting

Held on Friday 23<sup>rd</sup> March 2018

#### Attendees.

Tim Rawlings	<b>Chairman</b>	Derek Hulin	<b>President</b>
Cliff Connor	<b>Treasurer / H.C Sec</b>	Bob Rawlings	<b>Secretary</b>
Pat Bell	<b>Ladies Captain</b>	Rodney Poolman	<b>Snr Captain</b>
Tina James	<b>Ladies Vice-Captain</b>	Ken Houghton	<b>Vice - Captain</b>
Gillian Boyle	<b>Committee member</b>		

Other 40 attendees: see [Appendix 1](#)

#### 1) **Chairman's Opening Remarks - Tim Rawlings**

Good evening. For those of you who don't know I am Tim Rawlings Chairman of Westbury Golf Club. Welcome to our AGM.

Several you will have noticed that the lady who has held the posts of secretary and treasurer, Hannah has given up both posts.

For that reason, the committee seconded a new secretary Bob Rawlings and a new treasurer Cliff Connor. I would like to welcome both of them.

Hannah did a marvellous job for us over a number of years, I would like to take this opportunity to thank her for all her efforts and hard work.

#### 2) **Matters Arising** and minutes of 41<sup>st</sup> AGM

There were no matters arising and the minutes of the 41<sup>st</sup> AGM were approved and adopted.

#### 3) **Secretary's Report** - Including changes to the constitution - **Bob Rawlings**

a) As you all may know Hannah recently relinquished her position as secretary. I took over initially on an interim basis on the 1st of March. I'd like to thank Hannah for all the hard work she put into the role, she certainly brought the club and Whitehorse Country Park closer together which has benefited both of us. She also oversaw, as far as I can tell a record club membership, reaching 218 members in 2015. When she stood here last year she advised we had 200 members. Unfortunately, this reduced further, we now have 190 members comprising.

- i) 13 Juniors
- ii) 19 Ladies
- iii) 118 Seniors
- iv) 40 Standard gents

So, we have lost (net)30 members over 2 years and this is reflected in the finances that Cliff will share with you in a moment. The situation would have been much worse had we not had 27 new members join. We do need to get the numbers up, as a committee we have several ideas to try and boost numbers and I'm sure our new committee members will give this a further shot in the arm. However, you are our best ambassadors. Personal recommendation is by far the most persuasive way of getting people to join the club. The £340 membership fee that we are recommending for this year is tremendous value for money, looking back through the minutes we were paying £370 in 2012 so we are paying 10% less than five or six years ago.

If you / we, want this value to continue we need you to tell your friends, your neighbours, your relatives, strangers in the street, Facebook, etc etc etc, what a great club, we are. Get them down, to play a game, see the facilities and join the club.

#### **b) Green Keeper - Rob Crook**

For personal reasons Rob couldn't be with us tonight and he sends his apologies.

We are making progress on the course, the 1<sup>st</sup> and 17<sup>th</sup> new tee boxes were commissioned last year. The 6<sup>th</sup> is nearly there and the 4<sup>th</sup> will be improved shortly. We have plenty of water, (famous last words?) so the greens shouldn't dry out this year.

It has been a difficult winter with so much rain making trolley bans inevitable and on occasions completely closing the course. However, subject to no rain falling this weekend the trolley ban should be lifted from Monday morning.

I played the course yesterday and I must say it was in excellent condition.

We now have a formal liaison officer "Cliff" who will meet with Rob and myself every Monday morning. This will help communications and priorities and I would ask that all requests go through this route.

I am aware that several of you have Robs personal number, he does have a young family and it is unfair to call him on his private number, particularly when he's at home. Can you all ensure you come through the committee with any requests or suggestions.

#### **c) Changes to constitution**

The changes in the constitution are designed to reflect current reality around selection of officers and the change in membership year, along with a tidy up of the format. The full changes can be seen in [Appendix 2](#)

[The proposal to accept the changes to the constitution was made by Cliff Connor and seconded by Derek Hulin. This was then passed by a show of hands at the meeting.](#)

#### **4) Treasurer's Report – Including fee changes – Cliff Connor**

a) Good Evening. As you may be aware I took on half of the role of treasurer last year and audited the annual accounts which were agreed and signed off. Since January following Hannah's resignation I have been seconded by the committee to fulfil the full role until ratification at the AGM. I am willing to continue in this role. I have produced the accounts for 2017 and copies are dotted around and I should like to mention a few figures prior to these being agreed and signed:

- i) Firstly, highlighted in red is the surplus for the year being just over £100 – this is in accounting terms and insufficient for our needs.
- ii) Secondly the club itself spent just over £5000 more than it received in during the year depleting last years' bank balance.
- iii) Thirdly at the end of December the bank balance was £5,755 but from this the rent of £6600 for July to December was still due to be paid.

You can see that the pay and play income is up against my estimate, but membership income is significantly down just over £3000 on the previous year.

It is my intention to align the accounts for 2018 with our membership year being April to March rather than calendar year.

A copy of the accounts can be seen in [Appendix 3](#)

- b) Dennis Kidd asked for confirmation that insurance was indeed cheaper than estimated this was given. Niel Simpson asked about fuel increase, this can be explained by duplicate payment which is shown in accounts as “future accrued income”.

[The chairman recommended acceptance of the accounts as a true record, this was seconded by Derek Hulin and passed by a show of hands at the meeting.](#)

- c) **Fee changes** It was proposed the general membership fee increase in line with inflation from £330.00 to £340.00, The other significant proposal was reducing Charges for 11\_15-year olds from £70 to £45 Full proposal can be seen [appendix 4](#)

Ross Privett suggested reducing juniors further to £1 – after comment, it was agreed this would be discussed at next committee meeting.

[The full changes in fees was proposed by Derek Hulin, Seconded by Bob Rawlings and passed by a show of hands at the meeting.](#)

## 5) **Handicap secretary** – Including Change in S. I. for holes 6 and 15 - **Cliff Connor**

- a) Good Evening again. Having taken on the role as Handicap Secretary it has been an interesting year and I hope all members are happy with the way it is being handled.

The club uses Club 2000 software with direct links to both England Golf where CDH numbers are maintained and to Howdidido. However Club 2000 may not be supported in the future and there may be a need to go to V1 which is cloud based and there will probably be a cost involved. This is to be investigated and reported back to the committee.

All updates of membership status and competition results are uploaded as soon as practical after each event.

Howdidido is available as a phone app and can be accessed using a computer once you have registered. From here you can see the results of competitions, handicap status and you can also download your CDH certificate and number.

A handicap committee was set up to monitor handicaps and met several times during the year and in particular at the annual review point. This will continue during the year. Following the Annual review, a new handicap list is displayed in the club starting office, however this does only show those members who have a current handicap following submission of 3 competition entries or 3 supplementary cards for handicap purposes. **Members should be reminded that a club handicap is required to enter any of the club competitions or play off scratch.**

Additionally can I point out that the club competitions on the main notice board are open to all members but the early start on Sunday morning may be off putting to some.

- b) I have (with the help of the Club 2000 software) carried out analysis of the stroke indexes on each hole taking in all men’s and seniors competitions and have one recommendation.

Hole 15 from directly in front of the club house carries a stroke index of 5 being the only par 3 hole with a single figure stroke index.

This is currently stroke index 14 for the ladies who tee off from virtually the same tee position. The ladies I have analysed separately and do not recommend any changes.

As members may have seen the fence at the front of the course has been altered and the position of the sixth tee will be slightly further back than current and this has a stroke index of 14.

Whilst many of the holes do not play to the relevant stroke index it is my recommendation that only holes 6 and 15 are amended to stroke index 5 and 14 respectively but only when the current supply of score cards are exhausted and the necessary boards can be amended. I hope you all agree.

And just to allay any fears, the stroke indexes are matter for the club and not Wiltshire or England Golf. Thank you.

The changes S.I index for men's holes 5 and 14 was proposed by Rodney Poolman, Seconded by Derek Hulin and passed by a show of hands at the meeting. This will be implemented later in the year when new score cards are printed.

## **6) Captain's Report - Bob Bousfield-Adams**

In his absence a Précis of this was provided by Bob Rawlings, the full text:

Good evening Ladies and Gentlemen report.

You may be wondering why I'm not standing here in front of you tonight, but unfortunately, I had pre-booked tickets with my wife for an event in London today, and would not be able to be back in time for this very important AGM.

I have been very fortunate and indeed honoured to be your Club Captain since August of 2016 but alas, the time has now come for me to step down.

I would like to reiterate my words of last year that this is a great club, with great people, and great people working on the committee.

The committee and my fellow club members were very supportive, when I was unfortunately incapacitated, falling down stairs at Bristol Temple Meads (fully sober), for much of the beginning of 2017, and I am very grateful for all of that support.

The committee has been and always will be very receptive to any feedback, suggestions or questions that the membership have and will look to respond as soon as possible.

Over the last few months. the continued improvements to the course have gone on, including the new extension to the 6th tee, which should add a new challenge, the new 17th tee, bunker improvements and the ongoing works to develop the course extension. So, we should give a vote of thanks to Rob Crook, our green keeper. Rob has kept the course open through some challenging conditions and including some difficult weather of late, and water shortages in the summer months. Also, to Derek for his sterling work on the bulldozer on the new holes.

We have added some new committee positions during the course of the year, such as the handicap committee, led by Cliff Connor, where reviews and adjustments to handicaps has resulted in some interesting discussions, and some pleas from committee members (me) for a shot or two back, which have always fallen on deaf ears!!

There will be more insight from other committee members regarding the health of the club, but I would like to thank Hannah for her work for much of my tenure and more recently to Cliff and Rob Rawlings, in the Treasurer/Secretary position. I would also like to thank Ken for his support as my vice-captain during this past year.

In terms of club competitions through the course of 2017, I think it is fair to say that attendance has continued to be down from where I would like it on Sundays, and I would say, as I did last year that it would be great to see an increase in members taking part on a Sunday. Please pop your names on the lists, as these are great fun, and an ideal opportunity to meet

some different people. I am sure there will also be “roll ups” on Sunday’s where no competitions are listed in the fixture card.

At our meeting last March, I indicated that I would have the British Heart Foundation as my charity and am pleased to say that we raised over £200 at the Presentation night, and £75 from the collection tin on the bar. Many thanks for all your help with regard to this.

Finally, thank goodness I hear you say, I would like to say again, many thanks for all your support over the last 20 months and I wish you all the best of luck for the coming golf season.

#### **7) Lady Captain’s Report – Pat Bell**

Good evening everyone, I have enjoyed my year as Captain. Competitions have been well supported again this year. We’ve had a few Mixed Competitions which were successful and enjoyed by all who took part.

This year Mixed Competitions have been included on the fixture card, hopefully there won’t be any problems this year.

My Captains Day went well. Congratulations to all the winners. I would like to say thank-you to Darren and Hannah for all the catering. Also thank-you to Rob Cook the green-keeper who has a hard job keeping the golf course in good condition. We ended the year with a Secret Santa, Mulled Wine and Mince Pies.

Finally thank-you to my committee for all their support, wishing you all a good year golfing.

#### **8) Seniors Captain’s Report - Rodney Poolman**

This last year has seen the ongoing success of the winter fortnightly with the continued inclusion of our ladies, there has been a good response with lots of new faces.

The friendly matches were again enjoyed by the members with the results as follows

Won 9 halved 2 lost 8

We were down on the number of individuals who took part mainly due to illness, thanks to all the members who took part.

The seniors captains day was a great success with positive feedback from the players and with the generosity of those taking part over 900 pounds was raised for the British heart foundation I would like to record our thanks to Darren for supporting our friendly matches by providing excellent food and I know from the conversations with opposing players that they think our meals are the best on the circuit.

Our thanks to Dennis Kidd for organising the Westbury seniors open and we wish all our golfers a successful season.

#### **9) Chairman’s Report - Tim Rawlings**

Unfortunately, we have suffered from very bad weather this winter firstly it was extremely wet and that has been followed by the snow. The result of which has been the course being closed far more often than any of us want and a trolley ban being put in place much more often than we would hope but we cannot control the weather and hopefully we can now look forward to plenty of golf in the spring and summer.

It has become painfully obvious that finding out if the course has been open or closed or if a trolley ban is in place has been very difficult for members to find out. So, the committee have put a new system in place to try to solve this. More of which you will hear about later in the meeting

Something else the committee feel they have not been as good at as they might be is the communication between the committee and Rob the green keeper. For that reason, we now have a liaison officer Cliff Connor who will meet with Rob at least every Monday and sometimes much more often to liaise between the committee and the green keeper.

The committee have drawn up a priority's plan based on a survey Hannah carried out of the members and some suggestions made by members. This should however be seen in context. We are a small club with finite resources. We do not have a lot of money and we can only afford one green keeper who can only do so much. Also, there is a new course on the horizon and it would be fool hardy to spend a great deal on the old course even if we had the money. Due to this we would now ask any member who has a suggestion about the course to relay this to the committee or a committee member and not the green keeper. We may not always agree with your suggestions we may not be able to afford your suggestions, but we will give them a fair hearing.

Rob will be asked to direct anyone who approaches him in the direction of the committee. This is to try and avoid what has happened in the past where Rob has been asked to do a number of different things by different members that sometimes conflict with or are opposed to each other resulting in confusion. Some suggestions have also been known to be the opposite of what the committee recommend.

#### 10) President's Report – Derek Hulin

Good evening and thank you for attending this evening. The New course is progressing but has been hampered by the wet weather. Top soil is now available. This will shortly be placed onto the first hole of the new course which we hope to have ready for the start of next season.

#### 11) Election of Officers and General Committee for 2018

Officers and committee members seeking to serve on the management committee of the club were nominated and seconded by way of the nominations form posted prior to the meeting in the starter hut. [Appendix 5](#)

Each position had only one nominee, so no individual elections were required.

[The Chairman proposed Derek Hulin seconded that the following members be elected. This was duly passed by a show on hands at the meeting.:](#)

##### Officers

Tim Rawlings	<b>Chairman</b>	Cliff Connor	<b>Handicap Secretary</b>
Cliff Connor	<b>Treasurer</b>	Bob Rawlings	<b>Secretary</b>
Ross Privatt	<b>Club Captain</b>	Rich Sims	<b>Vice-Captain</b>

##### Committee

Tina James	Dave Boyle	Gillian Boyle	Ken Houghton
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##### Also invited onto Committee

<b>President-</b> Derek Hulin	<b>Snr Captain -</b> Rodney Poolman	<b>Lady Captain –</b> Pat Bell
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#### 12) Matters Arising from Members

- (1) Course Contact – open / closed – A new contact number [07533 883455](#) has been put in place and seems to be working well.

#### 13) Meeting Close: Chairman – The meeting was closed at 8:15 pm





Westbury Golf Club

AGM 23-March-2018

Attendees

First Name	Surname	Signature
FIDA	BELSON	[Signature]
Maura	HEARD	[Signature]
GILLIAN	BOYLE	[Signature]
Amanda	Wright	[Signature]
Ann	POWELL	[Signature]
Bill	SAWYER	[Signature]
CAROL	BARTON	[Signature]
MARGARET	ADAMS	[Signature]
TONY	DOMAN	[Signature]
IVAN	LOVE	[Signature]
HAROLD	LIDBITTER	[Signature]
RICH	SIMS	[Signature]
RYAN	SIMS	[Signature]
ROSS	PREVETT	[Signature]
MARVIN	CLARKE	[Signature]
Pauline	JONES	[Signature]
PETER	MOULA	[Signature]
DAVID	MATTHEWS	[Signature]
MICHAEL	DANIELS	[Signature]
Virgil	Williams	[Signature]
GERRY	CLARKE	[Signature]
DAVID	CAMERON	[Signature]
GEORGE	HENDRICKS	[Signature]
JOHN	FEAST	[Signature]
DEREK	WALKER	[Signature]
BILL	YOUNG	[Signature]
DAVID	BAILEY	[Signature]
DAVID	ROSEN	[Signature]
DAVE GILBERT	[Signature]	[Signature]
TONY BENISON	[Signature]	[Signature]
ASE TOVEY	[Signature]	[Signature]
DEREK	BALFOUR	[Signature]
ROGER	HEARD	[Signature]
DAVE BOYLE	[Signature]	[Signature]
MARK	SIMPSON	[Signature]
MARK	BOWLER	[Signature]
DENNIS	KIDD	[Signature]
COLIN	BOOTH	[Signature]
BARIE	JAMESON	[Signature]
PAUL	BAXTER	[Signature]
ICEN	HOUGHTON	[Signature]
CLIFF	CONNOR	[Signature]

## Constitution Update March 2018

Summary of Changes to the Constitution dated Jan 2012

The changes in the constitution are designed to reflect current reality around selection of officers and the change in membership year. For future ease of reference and editing, the constitution has been electronically formatted. The first number referred to in this document, reflects the new section in constitution, the second number, the paragraph number in the previous constitution.

4.2 / 9. The General Committee shall consist of a maximum of 14 members.

- a) The eight Officers of the Club are ~~included in the 14 members~~. The President / Chairperson / Treasurer / Club Captain & Vice-Captain / Lady Captain / Honorary Secretary / Handicap & Competitions Secretary
- b) The officers (excluding the President) will be voted on individually, **they will normally serve for 2 years. The positions will be subject to election at the AGM at the end of the 2-year term, or if the position becomes vacant.**
- c) ~~The all~~ six general members of the committee shall be subject to election with any new applicants at each Annual General Meeting.

5.1 / 13. All club officers and elected Committee members shall, **subject to 4.2.b** be elected at the Annual General Meeting. ~~Nomination for the two officers (Club Captain and Club Vice Captain) and six elected committee members shall have a proposer and a seconder and shall submitted in writing to the Club Secretary, not less than four clear weeks before the A.G. M. All nominations received by the qualifying date shall be sheets for all vacant officer's positions and all general committee positions will be prominently displayed on the club's notice boards not less than four clear weeks before the A.G.M. Each nominee shall have a proposer and a seconder.~~

8.1 / 17. The Annual General Meeting shall be held late in **March** or at a maximum of thirteen months from the previous A.G.M

11.4 /28. Every application for membership shall be in writing, signed by the candidate, and forwarded to the Club Secretary. ~~The acceptance shall be by the Committee.~~ **The Club Secretary will presume acceptance subject to clause 11.3.** Membership ~~shall will be affected valid only following~~ **when** payment of the subscription for the current year **is received.**

13.2 /33. Annual subscriptions are to be paid on or before **31<sup>st</sup> March**. Any member whose subscription remains unpaid on **21<sup>st</sup> April** shall be deemed to have resigned from the club. Reinstatement is subject to the Committee's approval in each case and cannot be achieved before full payment of the current entrance fee and annual subscription.

13.5 / 36. Cases of temporary financial difficulty concerning the prompt payment of subscription will be given confidential and sympathetic consideration on personal application to the Chairperson, Treasurer or Club Secretary ~~before 1 December.~~

22.2 / 63. Payment to made at the bar in the Club House. If the Club House is closed, unless pre-payment has been arranged, Visitors can't play on the course. ~~The visitor's book must be completed upon arrival and the required details on the bag tag must be completed.~~

22.3 64. ~~The appropriate green fee and completed tear off section of the Bag tag's must be displayed by visitors. are to be inserted in the payment envelope provided.~~

65. ~~Deleted~~ ~~The payment envelope is then to be deposited in the safe located in the starting office.~~ ~~Course OPEN Closed~~ **New Number 07533 883455**





## WESTBURY GOLF CLUB ACCOUNTS JAN - DEC 2017

<u>INCOME</u>	Estimate	Actual	<u>EXPENDITURE</u>	Estimate	Actual
MEMBERSHIP	65000.00	59388.75	WAGES	20460.00	20532.24
PAY AND PLAY	12000.00	13097.00	OTHER LABOUR	8320.00	7875.89
			TAX AND NI	4800.00	4941.28
			WILTS COUNCIL	1500.00	1242.54
			INSURANCES	4500.00	2442.99
OTHER INCOME		346.91	GOLF UNION	3600.00	3915.50
<u>TOTAL INCOME</u>	<u>77000.00</u>	<u>72832.66</u>	RENT/ELEC/WATER	13200.00	13200.00
			HONORARIUMS	2000.00	2000.00
			FUEL ETC EG MARTIN	2700.00	4443.62
			EQUIP REPAIR	6000.00	7533.58
			COURSE MAINT	7000.00	6564.42
			STATIONERY ETC	2000.00	2716.64
			BANK CHARGE	0.00	0.00
			OTHER	1000.00	615.00
			<u>TOTAL EXPENDITURE</u>	<u>77080.00</u>	<u>78023.7</u>
			DEFICIT (Income less Expense)	<b>-80.00</b>	<u>-5191.04</u>
<u>ACCRUED INCOME</u>			<u>ACCRUED EXPENDITURE</u>		
Duplicate Pay Fuel		587.48	Club Systems		276.00
Oct Fees		2886.00	Craddocks		317.97
Nov Fees		2100.00	Rent (Payable January 2018)		6600.00 xx
Dec Fees		320.03			
Rent (Paid Jan 2017)		6600.00			
		<u>12493.51</u>			<u>7193.97</u>
			<b>Surplus for the year</b>		<b>108.50</b>
<b>Opening Bank Balance 01/01/17</b>		<b>10946.57</b>			
<b>Closing Bank Balance 31/12/17</b>		<u><b>5755.53</b></u>			

SIGNED  
Cliff Connor - Treasurer

## Proposed New Membership Fees 2018

Membership	Fee
Junior Under 16	£45
Junior Under 19	£100
Full Member	£340

Membership Type	Current	Proposed	%
Full Membership - paid in full	£330.00	£340.00	3%
Full Membership - paid monthly	£32.50	£32.50	0
Junior 11 and under	£45.00	£45.00	0
Junior 12 – 15 (under 16)	£70.00	£45.00	-36%
Junior 15 -18 (under 19)	£100.00	£100.00	0
Pay and Play weekend	£17.00	£18.00	6%
Pay and Play weekday	£15.00	£16.00	7%
Pay and Play Twilight	£10.00	£11.00	10%
Pay and Play County Card	£10.00	£10.00	0%
Pay and Play Junior	£5.00	£5.50	10%



## Appendix 5

### Nominations for Officials of the club.

#### Chairman

Nominee	Proposer	Seconded
T.C Rawlings	C. Connor	B. Rawlings

#### Treasurer

Nominee	Proposer	Seconded
C. Connor	R. Rawlings	D.Boyle

#### Secretary

Nominee	Proposer	Seconded
R. Rawlings	C. Connor	D. Boyle

#### Handicap and Competitions Secretary

Nominee	Proposer	Seconded
C. Connor	R. Rawlings	D Boyle

#### Club Captain

Nominee	Proposer	Seconded
R Privatt	C Connor	B Rawlings

#### Club Vice Captain

Nominee	Proposer	Seconded
R.Sims	C. Connor	B. Rawlings

#### Committee

Nominee	Proposer	Seconded
T. James	M.Heard	G Boyle
G Boyle	T. James	M.Heard
K Houghton	T Rawlings	C.Connor
D.Boyle	G Henderson	T. Rawlings

Also, on the committee:

President                    D Hulin  
Seniors Captain         R. Poolman  
Ladies Captain         P. Bell