

**MINUTES OF THE EXECUTIVE MEETING
OF HIGH ELMS GOLF CLUB
HELD IN THE MEETING ROOM
OF HEGC
ON 5 SEPTEMBER 2018 AT 6pm**

1. Present:

Bob Coles (“BC”)	Chairman
Pauline Weeks (“PW”)	Vice Chairman
Sharon Assemakis (“SA”)	Secretary
Margaret Potter (“MP”)	Treasurer
Alan Larrett (“AL”)	Membership Secretary
Sandy Gristwood (“SG”)	Ladies Captain
Matt Edwards (“ME”)	Men’s Captain
Pat Carroll (“PC”)	Seniors Secretary
Len Tutt (“LT”)	Acting Chairman for the Seniors Section
Nigel Featherstone (“NF”)	Men’s Vice Captain

2. APOLOGIES

None

3. MINUTES OF THE LAST MEETING

Minutes of the last meeting held in June were approved.

4. MATTERS ARISING

Website

It was agreed to approach Vulcan to confirm whether or not he would be interested in developing the Club’s new website. It is hoped that he would be agreeable to outlining his proposition in writing for the Committee’s review. **(ACTION: SA)**

Lottery account

A letter has been sent to the bank to close the lottery account and transfer the funds to the Club’s main account. MP is waiting to hear from Michael Holmes to confirm that this has been done. **(ACTION: MP)**

Flyer for Mytime New Members’ Pack

MP showed the Committee a one page flyer for inclusion in the new members’ pack. It was agreed that no contact telephone number should be included but otherwise was approved.

Next Year's Calendar

PW has been working on next year's calendar with Chris Watmough. We are still awaiting some fixture dates which we will not know until mid November. Concern was raised over the format of the spreadsheet sent to the printers. Dave Wilmott will be asked for the exact details of the format required. (ACTION: PW)

Subcommittee Minutes

It was agreed that Subcommittee minutes should not be kept for more than a year unless they were of particular importance to the Club, i.e., minutes from the Jubilee Committee.

Forum Meeting minutes (sent previously)

Richard is to clarify the exact position of the TV screen in the spike bar. ME hoped that the screen would be moved to behind the service counter, in order for the Club and Mytime to advertise forthcoming events in a more prominent position. (ACTION: ME)

AGM

Notices regarding the AGM and committee vacancies will be sent out in October. SA is to email members regarding the vacancy for Membership Secretary in advance for members to consider before applying. (ACTION: SA)

CONGU checklist and Handicap Committee

Concern was raised by SA regarding CONGU compliance. It was agreed that SA would contact the handicap secretaries from each section plus other interested parties to see whether they would be willing to form a Club Handicap Committee prepared to meet three or four times a year to discuss information gleaned from the various WHS and new rules workshops attended by said handicap secretaries and interested committee members. (ACTION: SA)

5. TREASURER's REPORT (sent previously)

Concern was raised by the seniors' treasurer with respect to loss of subsidies from the main account. It was agreed that the loss of subsidies would not be implemented until the next financial year.

6. SECRETARY'S REPORT

No Report

7. LADIES CAPTAIN's REPORT

Distributed previously.

8. MEN'S CAPTAIN'S REPORT

Please see attached.

9. SENIOR CAPTAIN'S REPORT

Please see attached.

10. MEMBERSHIP SECRETARY'S REPORT

Distributed previously.

The following applications for membership was submitted and approved:

Rawlins Gillian

Marshall Jo

Marshall Howard

Green Richard

Remy Daniel

Kim-Sing Ashley

Duncan Chris

Tappin Shane

Francis Nicholas

Imber Joe

Fuller Adam

Regan Jack

Payne Anne

11. AOB

PW distributed copies of the proposed logo for the Club's Jubilee year. The example proposed by the Jubilee Committee was agreed upon by the Executive Committee and AL requested that the new official logo for our 50th Jubilee year be sent to him in JPG format.

It was also agreed that each member (as of 31st December 2018) should receive a white polo shirt with the Jubilee logo. It is hoped that Darren will be able to supply the polo shirts before the Captains' Drive-in next year. It is understood that the shirts will cost approximately £18 each and be funded from the lottery money.

PW also distributed examples of a new logo proposed for subsequent years. It was agreed that this should be decided at a later date.

It was agreed that in order to celebrate our Golden Jubilee, a golf tournament should be arranged for Saturday 28th September 2019 followed by a function for about 150 people to be held at High Elms. Past captains and committee members would be invited but because of the limited capacity, MP and AL will draw up a shortlist of invitees. (**ACTION: AL & MP**)

12. DATE OF THE NEXT EXECUTIVE COMMITTEE MEETING

Wednesday 28 November at 5 PM venue to be decided.