

Three Mile Cross Bowling Club

Minutes of the Management Committee Meeting held on 26 January 2025

Present : Adrian Salmon (AS) President, Geoff Malham (GM) Chair, David Brown (DB) Treasurer, Michele Vale (MV) Secretary, Mark Holder (MH) Bar, Diane Fagg (DiF) Entertainments, Linda Salmon (LS) Ladies' Secretary, Daf Ashby (DA) Membership Secretary, Bill Bissett (BB) Captain, Claire Morrison (CM) Communications, Derek Fagg (DF) Green Maintenance, Peter Welland (PW) Recruitment and Keith Hall (KH) Fixtures Secretary

GM opened the meeting by expressing the club's thanks for the work of the out-going members of the committee and welcoming the newly elected members.

1. Apologies

None

2. Acceptance of minutes of the previous meeting held on October 20th 2024

Accepted.

3. Matters Arising

a) Honours boards

KH reported that he had looked into obtaining slim boards to fit between the windows but having spoken to members of other clubs it is not clear from where they can be sourced. He will speak to the owners of Cotswold to see if they can provide any further information. He will also ask his usual contact to update the wooden boards and correct any mistakes. **Action - KH**

b) New finance software package

CM said a new package had been purchased and Kevin Morrison had obtained a lap top for the club. These are now both with the new Treasurer.

c) Problems with phone line provider

AS said that the matter with Talk Talk has now been resolved.

4. Election of Vice Chair

CM indicated that she was willing to continue in the role and this offer was unanimously accepted by the meeting.

5. Treasurer's Report

DB commenced by offering his thanks to AS and BB for their help in getting him settled in his new role. There are now three signatories on the bank account, himself, BB and Neil Argyle. He now has access to most of the various accounts associated with the club but was wondering about the buildings and contents insurance. Davis Hearn was responsible for this last year and AS offered to look for the paperwork regarding the matter. It was noted that display of the bar licence also needs to be sorted and contact with the fire safety company, RES, established

He has found it extremely difficult to gain access to the Sum Up account despite Debbie Bissett's assistance. MH suggested it might be easier to purchase a new account for around £20. DB was concerned about keeping track of the various income streams given the time lag between transaction being made and appearing on the account. AS advised Sum Up was only used for bar takings so it shouldn't be a problem but may be an issue going forward. MH advised that a newer model would show what the payments were for. BB expressed concern that it would cost more for larger transactions such as the payment of subscriptions. Future use of Sum Up will need to be discussed further .

DB reported that there is £9,300 in the club's account with liabilities of £2,700 up to the end of March 2025 so the estimated balance is £6,600. He noted that over £600 has been raised through social activities and expressed his thanks to the organizers. KH asked about the £2000 that had been set aside for potential water bills. AS advised that this had been brought back into the general account.

Going forward DB said he intended to produce a budget forecast for next year as well as a guide for the handover of responsibilities to new Treasurers. He will also do some meter readings. **Action - DB**

6. Boundary dispute update

BB reminded the meeting that he had sent an agreement to Bill Rhymes on 3 December 2024 regarding the use of land belonging to the club at the end of his garden. To date he has received no response and not seen any evidence that Mr Rhymes is using the land. BB requested guidance on what the next steps should be. AS said the matter needed to be followed up as this showed a paper trail demonstrating the club had done its best to resolve the issue. This was agreed by the meeting and BB will ask for a response from Mr Rhymes by the end of February 2025. **Action - BB**

7. Grounds Management

a) Removal of dead tree

DF suggested that this could be done “in house”. KH says he has a replacement oak sapling and DF said the green team will find a suitable location for it. **Action - DF**

b) Date for opening of the green

DF said that weather permitting the green will be ready by 21 April in advance of the Opening Night on 25 April. **Action - DF**

8. Facilities Management

a) Grant applications for proposed improvements to disabled access

CM said that this needed to be taken forward and that someone would need to take the lead. We have a quote for the work and the club is looking for £15,000 to cover the cost. We do not have this money and so we will need to request grants from various bodies to allow us to proceed with the plans. MV suggested applying to Shinfield council as she has been told that they have funds from the new developments in the area. It was suggested that one of the trustees, Ian Clark, may be able to assist as he has links with the local councils. DB said he was prepared to take the lead on this. **Action - DB**

b) Replacement of cooker

There have been queries about the reliability of the cooker and problems with finding parts for any repairs. DiF has used the cooker recently and found no issues. LS thought a replacement was unaffordable at the present time and it would probably be alright for this season. CM was concerned that although it was functioning there were various problems with it. A properly functioning, reliable cooker was necessary if we were to host various county matches and competitions which provide a valuable stream of income for the club. It was suggested that it was affordable as we have a projected balance of around £6000 for the beginning of the season. AS expressed his concern at spending around £1500 at this time since we will be losing at least four members and we don't know how many will be re-renewing their membership. PW suggested looking at any interest free loans retailers may be offering so we could pay off the cost gradually. CM suggested some specific fund raising and AS said perhaps a member could offer the club a loan. As the first event requiring catering will not be until early May a decision was deferred and LS offered to do some research on costs. **Action - LS**

c) Key holders

MV suggested it would be a good idea to have an up-to-date list of who held what keys given some recent personnel changes. The existing list was checked and updated with a couple of queries to be resolved MV. BB will check the key box in the stock room and what he has at home. **Action – MV/BB**

d) Spring clean

It was decided to hold this on the weekend of 12 and 13 April.

9. Catering arrangements for Green on Loan events

CM felt strongly that this is a club responsibility and should not be left to the same small group of volunteers. MV to send out dates of events that require catering to all members at the start of the season, requesting volunteers in advance.

10 Recruitment Strategy

PW confirmed that the Open Days will be held on May 3rd and May 10th this year from 10 am to 1.00 pm. He said that promotion of the events would start earlier this year from around March 1st and CM would start publicizing them on social media at the beginning of April. He has signed off on the flyers and posters at a cost of £170 which the meeting approved. This year there will be posters on the club sign on the forecourt of the garage opposite. He has spoken to the new owner who is happy for the club to keep its sign there. He is hoping to get a free editorial in the local Eye magazine and copy has been produced. PW said he would like more emphasis on actual bowling rather than rules and regulations. He proposed that new bowlers could attend Friday evenings while still going through coaching on dedicated rinks with supervision from experienced bowlers. He will discuss these matters with the club coach Eileen Allen. CM will book out the rinks on BIAS. PW will also send out a letter to club members encouraging them to invite friends, family and colleagues to get involved. He will also contact people who have attended previous open days. BB suggested advertising more at Whiteknights and contacting the manager regarding this. Finally PW said that recruitment should go on throughout the season and new and experienced bowlers be welcomed whenever they appeared. The meeting was very supportive of the recruitment team's strategy. **Action - PW**

11. Lotto Organization

CM reminded the meeting that David Hearn had organized the lotto fund raiser and that it was a valuable source of income throughout the year. She is willing to contact Ivor Atkins to see if he would be prepared to organize the draw again and the meeting supported this. DA offered to take over responsibility for it if Ivor unwilling. AS pointed out that gambling regulations might apply as with the advance sale of raffle tickets. CM felt that as the lotto was in a restricted area of the website it would probably not be affected. **Action - CM/DA**

12. Confirmation of 2025 prices for

- a) coaching – an increase to £30 agreed
- b) membership for new bowlers - £30 for the rest of the year agreed
- c) club competition fees – an increase to £3 per competition agreed.

13. After match gifts

BB questioned whether the club wanted to continue to give out small post match gifts to winning rink and so on. The response to his previous questionnaire was split. The cost of the pens currently given is around £5 per match and he said more clubs were stopping the practice of giving gifts. The meeting was in favour of keeping up the tradition but perhaps giving something as a gift. CM suggested a small packet of sweets or chocolate which was generally supported. BB to do some costings and get back to the committee. **Action - BB**

14. Policy reviews

a) privacy – CM said this policy was up for review before the start of the season. She suggested that a sub-committee of MV, DA, DB and herself review the policy **Action – CM/DA/DB/MV**

b) cookies – CM will review the policy with Ivor Atkins. **Action - CM**

15. Data Protection (standing item)

CM reported no issues.

16. Safeguarding (standing item)

MV said that no issues had been reported. CM said that not all related policies were yet in place. She will meet with MV to resolve. **Action CM/MV**

17 Officers' Reports

KH said that the fixture list was nearly complete and he was just waiting for a couple of clubs to get back to him. The first match of the season will be at home to Tilehurst on 26 April. It was decided to hold the Candelight match on Friday 19 September. He will continue to bring the entry forms for the Men's competitions to Opening Night. CM asked if she could be given the fixture list as soon as possible so it could be added to BIAS. LS said she was also waiting for a couple of responses but hoped to have a complete list shortly. **Action – KH/LS**

8 Date of Next Meeting

Thursday 10 April at 6.30 in the club house.