

Three Mile Cross Bowling Club

Minutes of the Management Committee Meeting held August 20th 2024

Present:

Adrian Salmon (AS) President
Geoff Malham (GM) Chair
Bill Bissett (BB) Secretary
Debbie Bissett (DB) Bar/Entertainments
Linda Salmon (LS) Ladies Secretary
Daf Ashby (DA) Membership Secretary
Terry Wardle (TW) Captain
Keith Hall (KH) Fixtures Secretary
Claire Morrison (CM) Communications
Andy Friend (AF) Green Maintenance
Michele Vale (MV) Recruitment

1. Apologies

David Hearn DH Treasurer

2. Accuracy of minutes of the Previous Meeting, held July 13th, 2024

Minutes accepted as accurate.

3. Matters Arising, not listed on the agenda

- Change of Trustees: BB reported that this has progressed well. All trustees have now signed the document and attended THP offices to verify identity. For land registry purposes the value of the club and land has been reported as being between £600,000 and £1,000,000. All documents will be submitted in September, once we are in receipt of a copy of the death certificate for Malcolm Pearce.
- Honours Boards: KH said that boards would be updated out of season when 2024 names are known. Slim honours boards for one day competitions are to be priced and discussed at next meeting.

Action - KH will progress and determine costs for the slim boards.

- Investigate options for central storage of documents – CM
CM reported that she has created a Google drive and uploaded club documents to it. CM is finalising the means of sharing of the documents. Documents will be available for view only.

Action – CM to progress

- Fund raising and sponsorship – Non mutual trading. How do we progress? This was discussed and decision taken to put on hold for now. How to progress will be reviewed by the committee following the AGM and the appointment of new club officers.

Action - Further discussion with committee needed.

- Broadband and land line update – BB reported that the new router install has improved connectivity for the SumUp.
As part of the install TalkTalk have allocated a new telephone number. TMX clubhouse is now 0118 327 1640. CM has updated the website. All officers are asked to share the new number as and when they are in contact with other clubs and associations.

- Safeguarding posters, health and safety and disciplinary policy – BB reported that safety and disciplinary policy ongoing.

Action BB as above.

- iPad – where to locate and how do we secure – BB suggested that it be located beside the telephone to allow access and power connection.
Action CM to determine costs for a Kensington lock to secure it in place.
- CCTV policy review status. CM reported that the policy has been reviewed. New version updated accordingly.
- Dead tree in ditch area status – After a discussion it was decided that rather than engage a tree surgeon, TMX members would remove the tree. All necessary safety precautions will be taken.
- Trees in Mitford Close – BB reported that the dead tree has been cut back, removing safety concerns that the clubhouse would be damaged.
- Changes to Fine Images building and gate security – BB reported that a decision by Wokingham planning was still pending.
- Cost to replace mower – AF reported that whilst the mower was still in working order, we would need to look at replacement in the coming years and suggested that we start to ring fence funding. This was noted. The committee is also grateful to Graham Brown, who has sent us information on a company in Somerset who supply mowers at a very

competitive rate. Company details have been recorded for future use as necessary. Fox Cylinder Mowers, Tel: 07768 950678, www.foxcm.co.uk

4. Treasurer Report: AS Provided a financial report for the period 1st July to the 19th August 2024. He has reconciled all income and expenditure and is confident that he has a clear view of TMX's finances since picking up temporary responsibility for the treasurers' duties.

Income for the period - £5,913.32, expenditure for the period - £4,704.68 leaving an excess of £1,208.64.

Funds available in current account, bar floats and cash in hand totals £13,823.39. Lotto and unpaid suppliers total £297, leaving **£13,526.39 funds available**. The report also detailed a breakdown of income and expenditure for the period stated above.

AS Advised that BB now has access to the NatWest account. AS then went on to detail the work that he has undertaken and advised he is confident that the figures presented are accurate.

AS gave the committee an insight to the work undertaken by the treasurer showing the categories for income and expenditure to ensure we had a full appreciation of what is required of the role. Also important was how BIAS match fee fund gathering would be incorporated, if the members voted to introduce cashless payments for matches.

Over the years, as each treasurer has taken on the role, the means of recording and reporting has evolved. The current system in use details all income and expenditure, each given a unique reference for reporting and tracking purposes.

AS will continue to undertake the duties of the treasurer until the AGM using his software package for tracking and reporting.

Decision will be taken by the incoming treasurer, regarding software package they will use to track, record and report TMX finances.

David Brown (DB) has indicated that he would be willing to take on the role of treasurer if voted in at the AGM. AS is going to discuss the role and responsibilities further with DB. Part of the discussion will include how to handle current suppliers in the interim period; in particular TMX points of contact.

It was agreed that if in the interim period (now until AGM) a utility contract expires, it will roll on until the new treasurer is in place, at which point they will review rates and make changes as necessary.

5. Boundary Dispute: BB reported that he had emailed Bill Rhymes (BR) asking him to remove the padlock from the gate he built into the wooden fence and to remove the trellis fencing he has erected. The email also stated TMX intended to erect a wooden fence on its boundary with his garden. Cut-off date was 16th August. BB reported that it looks as though BR has not been in the area for several months as it is overgrown with weeds. To date BR has not been in contact. Following a discussion, it was agreed that a registered letter and back up email should be sent to BR, to ensure receipt, detailing actions to be taken by TMX.

Action BB to write and email Briony owner.

6. Data protection (standing item) CM advised nothing to report.

7. Safeguarding Officer (SO) BB advised nothing to report.

8. Disabled Facilities – BB reported that he had received a detailed quote from a builder to supply and fit new disabled access doors/frames to the rear porch. The quote also includes the installation of a disabled toilet in the ladies changing room with necessary access doors and ramps. Total costs - £10,900. A grant will now need to be secured to allow us to implement the changes. It is envisaged that the grant process will be a slow and laborious process, taking several months, therefore decision taken to review on how to proceed when we have a new treasurer in place.

9. Feedback from Playing Members on Match Fee Collection – CM referred to the report she had distributed to the committee. Conclusion of the consultation with members is that the majority of playing members would be willing to pay for match fees using BIAS. Those that responded said they would be willing to pay £20 to £50 as and when required to credit their account. Those who responded recognised the benefits. There are a few who would prefer to pay match fees in cash on the day and are adamant that they do not wish to pay using BIAS. It is to be noted that pre-payment for games can be made via bank transfer, cash, and cheque into the TMX account. Once in the TMX account funds would be identified/ring fenced as match fees. The treasurer would then credit individuals BIAS accounts accordingly. Claire and

incoming treasurer to further evaluate the pros and cons of BIAS to determine work required of the treasurer to run match pre-payment via BIAS.

Actions – CM and AS to attend a zoom meeting with the BIAS developer to determine all actions necessary to run the system. CM to report findings back at next committee meeting where a decision in conjunction with the incoming treasurer, will be taken on whether we then make a recommendation to adopt at the AGM.

10. Officers reports.

TW – reported that we will remain in Kennet league two for next year, having avoided relegation. Friendlies - three games cancelled since the last meeting, one of which was cancelled by TMX as we had insufficient numbers. On positive side TW continues to be supported well, with members applying on BIAS in sufficient numbers for the remainder of the games this season.

DB (Entertainment) – reported that she has finalised the menu and pricing for the presentation evening at Whiteknights. DB has a meeting scheduled with Andy Knapper on 23rd Aug to finalise access to the club for setting up, timings for the evening, parking etc. Once details have been finalised DB will post the details at the club, where members can sign up for the evening. DB will also email all members the details for the evening.

DB (Bar) – reported that the bar was still doing well, but really concerned that to date, no volunteers have put their name forward to run the bar next year. DB stressed the importance of the position as the bar brings in much needed income to ensure survival of the club.

KH – reported that over and above the normal friendly fixtures for next season he has been approached to host several county games – Berkshire v Dorset (gents), Berkshire v Hampshire (ladies), Sussex v Gloucestershire (gents) and KLV division 1 semi-final. Whilst these games need support for members to organise and run, they bring much need funds.

LS (TVLL captain) – reported that the TVLL teams did very well this season finishing a very worthy third in the league.

11. Any Other Business –

- Consider joining Oddfellows mixed triples league – **TW** reported that as he has had difficulty getting numbers for some of the friendly games, he wanted TMX to consider changing out some of the friendly games to join

the Oddfellows Triples League (OTL). TW sees this type of game as being more competitive than friendlies; which he feels may encourage more players to apply for games. Each team in the league fields five mixed triples per game, and there are currently nine clubs in the league.

For TMX to be able to play in such a league, it would require KH in conjunction with three other clubs' fixtures secretaries to find three new dates in their respective fixtures lists to accommodate. The remainder of the OTL home and away fixtures would be swapped out for the currently scheduled friendly fixtures. Cost to join the league is £5 per club per year. If TMX wished to be considered for entry into the OTL we need to apply by September. This was discussed at length. Initial vote taken - six voting in favour of joining.

Action - TW asked to approach the OTL committee to determine if there is a waiting list to join. Further discussion needed.

- New members joining part way through season – DA reported that she had been approached by former members to determine pricing to join TMX for the remainder of the season. This is to ensure they are affiliated to a club, allowing them to apply for county games in 2025. This was discussed and a price agreed.

Actions - **BB** to approach Mike Rees (MR) to confirm our understanding, ... (a) individuals need to be TMX members. (b) TMX pay for members affiliation to the county this year. If (a) and (b) met, this allows members to enter for county games for 2025.

Action DA - following feedback from MR, is to email the former members with payment need to rejoin TMX.

- Friday evenings – how to encourage more people for next season – BB asked that we think of new ideas on how to encourage more people to participate in club evenings. It is recognised there is no magic solution but we do need to try and encourage more involvement in club activities.

12. Date of Next Meeting

This was agreed for Sunday, Oct 20th at 10:30.

There being no further business, GM closed the meeting.