



Forrester Park Golf Club – Men's Section Committee Meeting

Sunday 24th January 2021 at 14:00 via Zoom

Attendees:

Philip Yearling – Captain (PY)
 Jeannine Beckwith – Secretary and Chair (JB)
 Steve Barraclough – VETS Captain (SB)
 Barbara Luxford – Ladies Captain (BL)
 Paul Beckwith – outgoing Captain (PB)
 Peter Waknell – Treasurer (PW)
 Phil Prior – Competition Secretary (PP)
 Mike Manning – General Committee Member (MM)
 Tim Forrester-Muir – Proprietor (TFM)
 Leo King – Forrester Park GC (LK)

Apologies: David Gillespie, Martin Gunfield.

Welcome and Introductions:

JB welcomed all committee members and attendees.

Review of previous minutes:

October Committee Meeting minutes approved.

Review of Action log:

	Action arising from 26-10-2020	Owner	Update
7.	Competition Fact sheets: a. Update to include a minimum payment of £14 b. Circulate final version to committee and PW c. Publish on social media d. Email to all men's section members e. Print and place on notice board and print and share with specific members as needed	JB JB LK LK PY/PW	Fact sheet ready and published but untested due to lock down. Action carried forward to be reviewed once competitions are running again.
8.	Publish: a. Decision about no shows during winter league Subs list on men's section website and notice board.	PP and PY	2020/21 Winter League cancelled – actions closed – agreed principle to be carried forward to next year (2021/22).
9.	Cross sectional competition. a. PY to draft comp rules. JB to put on January agenda for review	PY JB	Rules drafted – item to be added to next

			committee meeting agenda.
10.	PW to share comms re: 200 club with all members with a view to closing the 200 club down by end of 2020.	PW	Closed.
	Actions arising from competition committee meeting 29-12-2020	Owner	Update
1	LK to speak to TFM re: 7 minute tee times	Leo	Action complete – item closed
2	LK to draft comms to members about tee time bookings	Leo	Action complete – item closed
3	JB to arrange zoom meeting for Thursday 21 st January 2021 at 18:00 to review competition planning	Jeannine	Action complete – merged with 24-1-2021 meeting – item closed.

Competition Update:

- ❖ Winter League – it is with regret that as a result of lockdown and the inability to recover the lost time the 2020/21 Winter League has been cancelled.
- ❖ Post lockdown we will review the possibility of replacing it with an alternative i.e. possibly a summer singles competition.
- ❖ We will review the competition plan as soon as we have news on the lifting of lockdown restrictions.
- ❖ PW confirms that Winter League fees will be reassigned to individuals CCA's.
- ❖ A meeting will be arranged once a date for the lifting of restrictions is known to decide how to use any free weeks created by this decision.

Action: PP to draft a communication to update members.

Action: PW reassign fees

Cross Section Communication Plan:

- ❖ We all agree that post lockdown plans should be communicated in a structured cross-sectional way to avoid a repeat of the confusion and anxiety experienced in the summer of 2020.
- ❖ It is therefore agreed that as soon as TFM becomes aware of an update a committee meeting will be convened to discuss plans.
- ❖ JB to arrange the meetings as and when required and all agreed we can react as quickly as needed to ensure communication is managed in the right way and members are updated with clear consistent messaging.

Action: TFM to call a meeting as soon as there is news. JB to arrange an urgent zoom calls as needed.

Captains update

PY reflects that lockdown has disrupted the momentum created in the last quarter of 2020. He reports that he has kept in regular contact with TFM. The course is looking good albeit it needs the opportunity to dry out a bit. We are all just waiting for news and have fingers crossed it will come soon.

Treasurers update:

PW shared summary report in the link below:

https://docs.google.com/spreadsheets/d/e/2PACX-1vRJFExmd6EMLZ-x6YivuvjRf_SEkV19qU_yT35H9a1HZAKYEU9AXBfdDF98FSX_fS6FvoyFTX_vbQ4e/pubhtml

A PDF can be provided if needed but PW proposes to use this link in future and will ask DG to add it as a link on the website.

Action: PW to ask DG to place link on website.

Proprietor Update:

TFM updates on recent activity undertaken at the club:

- ❖ He notes that January and February are usually fairly quiet months in any event, both for work undertaken and for play.
- ❖ They have used this time to undertake tasks such as:
 - Repairing the pathways
 - Doing Green's maintenance
 - Starting hedge work
 - Leaf and drainage clearance
 - Repairing car park holes
 - Refurbishing the ladies toilets
 - Painting the men's toilet area
 - Creating a breakout kitchen in the old office
 - Reupholstering the clubhouse chairs
 - Creating new menus
 - Setting up a pre ordering process for food
 - The marquee was taken down as getting damaged by the weather.
- ❖ Planned work includes:
 - Laying the floors for 3 new outbuildings
 - Placing the tank for the new toilets which will be near the 16th green

TFM also noted:

- A new book keeper has started, and a new accountant appointed.
- Staffing levels had been reduced.
- Diaries had arrived and could be sent to members if a pre-paid envelope provided.
- Wedding payments were still coming in which was good.
- The club will have a lot of weddings coming up
- March will be the big blast off point for getting the course ready
- Membership is holding up and members are continuing to support the club.

Staff in working include:

- Paul and Matt – doing a bit of everything
- Ian, David – greenkeeping
- It is hoped that Jeff will return doing 2 to 3 days per week soon.

SB raised that the vets were concerned about the financial position of the club and asked TFM for an update on current position:

- ❖ TFM stated that the actions taken previously have put the club into a strong place.
- ❖ He said that January/February are normally run at a loss so the club is currently doing better than it would normally do.

PW noted that a lot of that good order was because people were continuing to pay their fees. Some members are questioning plans for reimbursement but wanted members to reflect that this would be a problem if reimbursement was requested in high numbers.

TFM confirmed that members could demand time, but the club would not support refunds. He reiterates, he is guardedly excited, and the club is in a good state. TFM said he would like the message of the club position to come from the committee.

The committee stated it would be better if the message came from TFM giving a clear message of thanks to the members and explaining that their continued support is needed through to May.

The committee felt strongly that the club should make a statement to members which should include a message about credits due from lockdown 1 and 2 and expected for lockdown 3 – all agreed that clarity was needed.

TFM explained that a letter has been prepared in draft. TFM agreed to share this with the committee for feedback prior to publishing.

Action: LK to share draft letter with committee for committee to provide feedback.

AOB

- Christmas Raffle – PY reports he still has a number of the Christmas Raffle prizes for distribution.
- PW confirmed that an extension to the Turkey vouchers passed end March 2021 will be arranged with Pete Andrews.

Date of next meeting

Sunday 28th February 2021 at 14:00 via Zoom (unless we get earlier notice of change in which case an earlier meeting will be requested)

Thanks all for time and for attending.

Meeting closed.

From		Action	Owner	Target Date
Oct 2020	7.	Competition Fact sheets: f. Update to include a minimum payment of £14 g. Circulate final version to committee and PW h. Publish on social media i. Email to all men's section members j. Print and place on notice board and print and share with specific members as needed	JB JB LK LK PY/PW	Fact sheet ready and published but untested due to lock down. Action carried forward to be reviewed once competitions are running again.
Oct 2020	9.	Cross sectional competition. b. PY to draft comp rules. c. JB to put on January agenda for review	PY JB	Rules drafted – item to be added to next committee meeting agenda.
Jan 2021	13	Draft a communication to update members on the decision to cancel the 2020/21 Winter League	PP	

		Winter League fees to be reassigned to CCA	PW	
Jan 2021	14	<p>Lifting of Lockdown Restrictions – communication and planning:</p> <p>Tim to alert us when communications start to come out.</p> <p>Jeannine to arrange urgent zoom meetings as needed.</p>	<p>TFM</p> <p>JB</p>	
Jan 2021	15	PW to ask DG to include the finance report link to the website.	PW	
Jan 2021	16	Draft letter re: fees and credits to be shared with the committee for feedback prior to publishing.	TFM	<p>Note: shared but published in draft to members directly following and prior to feedback.</p> <p>SB provided feedback on behalf of the committee on 28-1-2021.</p>