

Minutes of the Elie Sports Club Committee of Management meeting held in The Pavilion at 5.00 pm on Friday 9th February 2018.

Present: Kenny Garland, Chairman (KG), Angela Russell (AR), Craig Hobkirk(CH), Andrew Forgan (AF), Sheriff Bobby Dickson (BD),
In attendance: Gavin Cook (GC) and Charles Birrell (CB)

Apologies: Gilly Thompson, Anne Malcolm and Tim Macdowel.

1. Minutes of the meeting held on 13th October 2017: The wording in item 11 should be changed to “The Chairman directed that, subject to cost approval, planned work for the driving range and repairs to the tennis court netting should go ahead”
2. Matters arising not covered in the agenda:
 - a. Pavilion fascia boards: Swilken builders have agreed to replace these boards free of charge, but will not cover the cost of painting. KG had stated that follow up with Alastair Graham the Architect may be necessary to ensure the job is done in a timely fashion
 - b. Bowling Green surround: Rectifying the slippery surround to the bowling green should be undertaken by the Green staff before the start of the playing season. Power washing and treating the surface was thought to be sufficient to alleviate the issue.
3. Subscription Rates 2018: Members Circular. A proposed newsletter from the secretary was presented to the committee. This contained a brief pre season update on ESC activities and a request for members to renew their membership subscription. It also included the different payment methods available for renewal. It was agreed to remove Tim Macdowel the club secretary as the point of contact for the cheque payment method due to his current ill health and replace it with Gavin in the Pro-Shop. It was also proposed and accepted to include a personalised bill with each newsletter to encourage payment and GC agreed to implement this. AR also kindly offered her help with this matter. CB will also investigate how much extra admin work would be involved in tying the ESC subscription along with the GHC and E&ELGC renewals in the future to save duplication
4. Catering Storage Area: The current storage facility for the Pavilion is a metal container situated to the rear of the Pavilion kitchen. This is now dated and leaking and Lachlan McLaren the proprietor has requested a new more permanent structure be investigated. KG was sympathetic but concerned that whilst an alternative was required, a permanent structure would do nothing to add to the facilities of the ESC or bring in extra revenue to cover the cost. It was

agreed to investigate a replacement metal storage container as a shorter term solution and GC agreed to investigate and report back

5. Telecoms Mast: update. Planning permission for the Telecoms Mast has unfortunately been rejected. CTIL are appealing this decision, and a further update will be provided once this has been heard. It was noted that ESC have borne legal expenses totalling £2587 so far with regards this venture. BD asked that the contract with CTIL be investigated as he recollected that there was provision for a certain amount of cover for legal costs within it. KG will investigate once the contract is obtained from Tim Macdowel.

6. Revenue Expenditure: GC had obtained quotes from two suppliers for new carpet in the Pavilion and Pro-Shop. The old carpet is now circa 7 years old and faded, stained and threadbare in places. The committee expressed concerns about making sure the quality of the carpet was of a standard to ensure longevity. It was suggested GC approach Sally Spillsbury for advice on carpets and also contact Kingdom Carpets for an alternate quote. The course furniture has received a number of complaints recently due to the worn and rusty condition of the bins. CB will speak to the Head Greenkeeper to see if replacement bins can be sourced to be added to the current bag stands. GC has produced a detailed document on future planned maintenance and capital expenditure costs and it was agreed GC, CH and KG were to hold a meeting to discuss prioritising these when funds permitted.

7. Capital Expenditure Report and Update: This will be discussed at the next committee meeting following review of the Maintenance and Capital Expenditure document

8. The committee agreed that Kenneth Garland & Gavin Cook should be added on as additional signatories on the clubs RBS business bank account. It was also agreed that Kenneth Garland, Gavin Cook and Andrew Craig Hobkirk be added as signatories on the Clubs United Trust and Hampshire trust bond accounts.

9. AOB:

KG informed the committee that he had spoken with the club secretary Tim Macdowel earlier in the day and unfortunately due to his ill health he would be resigning his post as club secretary at the end of the month. All of the committee send their best to Tim and were sorry to hear of his ill health. It was agreed that KG, CH, CB & GC would organise a meeting as soon as possible with Tim to start a handover.

AF informed the committee that there was an issue with the gatekeeper on the gate in to the bowling green. It had become loose and the gate now wouldn't open or close properly. KG will investigate a solution

KG informed the committee that he had recently met with the head greenkeeper Richard Jenkinson. Following feedback earlier in the season as to the severity of the rough on the Baird Course it had been agreed that the rough machine would be used this winter to help alleviate the issue. Unfortunately due to damage to the rough machine this hadn't been possible so far, however the work would be undertaken shortly and again early in the playing season.

10. Next Meeting. 23rd March 2018 5pm

Minutes approved by Kenneth Garland(Chairman)

Signature:

Action Points:

KG:

- Investigate CTIL contract
- Meet to discuss Cap Ex and maintenance spend
- Investigate repair to bowling green gate
- Meet with Tim Macdowel for handover

CB:

- Ascertain how much extra admin work would be created by adding the ESC subscription renewal to the GHC & E&ELGC ones.
- Speak to the Head Greenkeeper re new bins for Baird Course bag stands
- Meet with Tim Macdowel for handover

GC:

- Personalised subscription bills added to newsletter
- Investigate costs for replacement storage container
- Obtain further quote and advice on replacement carpets
- Meet to discuss Cap Ex and maintenance spend
- Meet with Tim Macdowel for handover

CH:

- Meet to discuss Cap Ex and maintenance spend
- Meet with Tim Macdowel for handover