

Barnard Castle Golf Club.

Management Meeting.

Minutes of the February 2021 meeting.

Held via Zoom on Monday 15th February 2021

Attendees: Ross Law, Paul Raine, Alastair Dinwiddie, Colin Macleod, Janet Graham. Sue Blaeferd, Doulas Dinwiddie

Apologies: Jimmy Gibson, Joy Pallister

1. Minutes of Last meeting

Approved without alteration. Proposed: CM. Seconded: PR

2. Matters arising.

Queried why discussion of refund/rebate had been published in newsletter. Agreed

Sensitive information not to be published in newsletter.

3. Correspondence

- a. Letter of resignation from the committee from Barbara Farrar on health grounds. The committee are sad to see Barbara leave but fully understand the reasons and thank her for all the work she has done and wish her well for the future.
- b. Letter from county requesting our updated affiliation returns. **Action SB**
- c. Letter from County requesting confirmation of County members. **Action RL**

4. Finance

a. Accounts.

Year-end accounts with the auditors. **Action SB**

First quarter P and L presented showing a slight profit.

Spending has been closely monitored and is under control.

Need to ensure future spend is in line with Cash Flow.

P&L and Treasurers report attached.

AD left meeting at this point dissatisfied with lack of year end results.

b. Subscriptions:

Academy members to be billed pro rata for the forth coming year so they will have 12 months at the academy rate.

The committee feel that Terms and Conditions need introducing for club membership. **Action RL**

c. 3-year plan. Work in progress, Will follow on from 2021 Budget and Q1 review

5. Covid 19 update

The Clubhouse and locker rooms remain closed. Government to publish way forward on the 22nd Feb.

6. AGM

It was agreed that AGM documentation should be compiled with a view to sending it out as soon as possible and holding a virtual AGM sometime in April.

Documentation to include:

Set of Accounts

Treasurers Report

Secretary Report

New Constitution

Committee Structure

Coving letter

Voting slip.

Action RL

7. Club Rules.

The new proposed Constitution was accepted by the Management Committee. This will now be passed by England Golf Lawyers to ensure we do not contravene CASC rules and put to the members with an explanatory letter.

Action SB

8. Buggies.

The buggy situation was discussed. We currently have 4 active buggies (3 leased).

Agreed that we need at least one more buggy for the summer.

Sue to investigate options for Hire or Buy.

Action SB

9. Future Development Plans

Mike Dixon has reviewed the project list and has prioritised course drainage, Buggy paths and Tee improvements.

10. AOB

1. Committee recognise that at present the Greens Chairman, Jimmy Gibson can not attend the zoom meetings. It is felt that as we develop plans for the course improvement we need an active representative for the greens. Jimmy to be asked to temporarily stand aside to allow a deputy to participate.

Action RL

Date of Next Meeting: Monday 15th March at 6.30 pm via Zoom

Treasurers Report 31st December 2020

The Subscription Income has been derived by prepaying 6 months of the invoiced amounts billed up to 31st March 2021, plus actual invoices raised 1st October 2020 – 31st December 2020.

Clearly income other than subscriptions is flat or non-existent. Without the grants received of £8041, the club would be trading at a loss, unsurprisingly, considering the time we have been closed. We have not enjoyed any income from the kitchen rental at all since Ian and Karen started at the club.

There has been the usual October expense on pesticides to prepare the course going into winter. There was also approximately £6k of machine repairs with Lloyds in January 2021 (post P & L).

The water rates are showing in credit, due to the wrong meter reading being taken in August, which was paid by DD. It was then refunded in October 2020.

The rates figure is primarily the club insurance of £4960.

Subscriptions are in credit due to an overpayment refund of our county levy.

Our Trade Creditors as of today's date are approximately £1000, so looking forward, our cash position should be at least maintained up to the end of March 2021. Our current cash balance is £40k.

The green staff (Andrew Lacey and Matthew Hercock) remain on furlough until at least the end of February. Mike Dixon has been consulted on his staffing requirements, and in his opinion the course is unfit to carry much machinery and stand any significant work.

Our Professional Martyn, has provided us with some fabulous analytics, which will be invaluable going forward.

The annual audit is almost complete. I have sent Allen Sykes all the required information, except a copy of the building society book, which is the same as last year, so is for information purposes only. He does require a copy of finance commitments, which I will email over to him this week.

Date: 15/02/2021
Time: 17:35:07

Barnard Castle Golf Club
Profit and Loss

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From: Month 1, October 2020
To: Month 3, December 2020

Chart of Accounts:

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
Sales			
Subscriptions	30,838.34	30,838.34	
Buggy Hire	492.00	492.00	
Pay to Play	120.00	120.00	
Locker Rents	40.00	40.00	
Ladies Opens	80.00	80.00	
Green Fees	6,854.30	6,854.30	
Country Members	5,910.00	5,910.00	
Intermediate	105.00	105.00	
Mens Opens Non Members	3,210.00	3,210.00	
Mixed Opens	90.00	90.00	
Opens Members	987.00	987.00	
Competition Entries	2,467.60	2,467.60	
Donations	371.00	371.00	
Flat & Kitchen Rent	750.00	750.00	
Coffee Machine Rent	490.00	490.00	
Grants	8,041.26	8,041.26	
Winter Members	1,400.00	1,400.00	
	62,246.50	62,246.50	
Purchases			
Machine Repairs	588.90	588.90	
Pesticides	3,753.60	3,753.60	
Course Materials	428.34	428.34	
Pest Control	116.00	116.00	
Small Tools	140.29	140.29	
Fuel & Oil	87.20	87.20	
Competition Expenses	1,840.50	1,840.50	
	6,954.83	6,954.83	
Direct Expenses			
Subcontract Labour	738.00	738.00	
Advertising	484.80	484.80	
Miscellaneous Expenses	390.50	390.50	
	1,613.30	1,613.30	
Gross Profit/(Loss):	<u>53,678.37</u>	<u>53,678.37</u>	
Overheads			
Green Staff Wages	17,113.17	17,113.17	
Professionals Retainer	3,000.00	3,000.00	
Admin Wages	1,214.80	1,214.80	
Cleaners Wages	721.11	721.11	
Honoraria	1,800.00	1,800.00	
Employers Pensions	718.30	718.30	

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	<u>Period</u>	<u>Year to Date</u>	
Rent	5,187.50	5,187.50	
Water Rates	(4,465.13)	(4,465.13)	
Rates	5,140.44	5,140.44	
Refuse Collecton	453.96	453.96	
Electrcity	2,980.85	2,980.85	
Gas	1,063.57	1,063.57	
Motor Expenses	81.65	81.65	
Printing & Stationery	43.26	43.26	
Computers & Software	1,187.98	1,187.98	
Telephone & Broadband	1,337.42	1,337.42	
Consultancy Fees	599.10	599.10	
Professional Fees	66.00	66.00	
Office Machine Maintenance & Leasing	992.79	992.79	
Clubhouse Maintenance	1,318.34	1,318.34	
Window Cleaning	837.13	837.13	
TV Licence	157.50	157.50	
Bank Charges and Interest	468.00	468.00	
Machinery Leasing	5,875.20	5,875.20	
Subscriptions	(962.00)	(962.00)	
Training	69.60	69.60	
	47,000.54	47,000.54	
Net Profit/(Loss):	<u>6,677.83</u>	<u>6,677.83</u>	