

**Barnard Castle Golf Club.**

**Management Meeting.**

**Minutes of the March 2021 meeting.**

**Held via Zoom on Monday 18<sup>th</sup> March 2021**

**Attendees:** Ross Law, Paul Raine, Colin Macleod, Janet Graham. Sue Blaeford, Doulas Dinwiddie, Joy Pallister

**Apologies:** Jimmy Gibson,

1. Minutes of Last meeting  
Approved without alteration. Proposed: CM. Seconded: SB
2. Matters arising.
3. Correspondence
  - a. E-mail received requesting consideration of locker fees due to there being no access for long periods in the past year. Committee to consider at a later meeting.
4. Finance
  - a. Accounts.  
Year-end accounts with the auditors. Action SB  
Latest P & L (end Feb) presented and treasurers report attached.
  - b. Subscriptions:  
Annual billing in progress. Should be complete by mid March.  
We continue to gain new members with approximately 20 since the turn of the year.
  - c. 3-year plan. Work in progress, Will follow on from 2021 Budget and Q1 review
5. Covid 19 update  
The course will re-open on the 29<sup>th</sup> March. 4 balls will be permitted. The Locker rooms will remain closed.
  - Players must strictly adhere to the Covid rules.
  - A. The Flag to remain in the hole. No touching of the flag
  - B. No rakes in the Bunkers, Local rule to apply.
  - c. 2 metre social distancing to be maintained at all times.
6. AGM  
It was agreed that AGM documentation should be compiled with a view to sending it out w/c 22<sup>nd</sup> March with a view to holding a virtual AGM 28<sup>th</sup> April. Members to be asked to send in written questions prior to the meeting.

Documentation to include:

Set of Accounts

Treasurers Report

Secretary Report

New Constitution

Committee Structure

Coving letter

Voting slip.

Action RL

7. Buggies.

The club have lease purchased 2 new lithium Buggies

8. Safe Golf.

England Golf deadline for Safe Golf accreditation fast approaching. We are almost complete. Policies in Place and approved. 2 people to attend a Safeguarding webinar in March and a DBS check are all that need completing

9. Committee members.

- a. Greens. Committee agreed to seek a temporary Greens Committee volunteer to stand in for Jimmy Gibson whilst we are unable to meet together. Interested parties should notify the secretary.
- b. Competition Secretary. Paul Raine has decided to stand down as competition secretary so there is a vacancy. Nominations will be sought and approved via the AGM.

10. Independent Golfer.

England Golf working on a scheme whereby the Independent Golfer can obtain a valid handicap via the WHS Platform. It is up to individual clubs on how they interact with the Independent Golfer

It was decided that.

- a. Independent Golfers would not be allowed to play in Club Competitions
- b. Players must be members of a recognised club to play in Open Competitions.

11. AOB

1. All members are to be encouraged to support Martyn in the Pro shop once he is allowed to re open.
2. All members are to be encouraged to support Ian and Karen once the Kitchen and lounge are allowed to re open.
3. Lady Captain is investigating the "Women in golf Charter". This is an initiative from England Golf to encourage more women to participate in the sport. Once reported back to the committee this should become a club effort.
4. Any new members wanting a playing partner should contact the office.

**Date of Next Meeting:** Monday 19th April at 6.30 pm via Zoom

## Treasurers Report 28<sup>th</sup> February 2021

There is no prepaid Subscription Income to 28<sup>th</sup> February 2021

Clearly income other than subscriptions is flat or non-existent. We did however, get 8 new Academy members joining us from Darlington and Rockcliffe in February. Without the grants received of £1461 (HMRC JRS Grant). Annual billing has commenced, with the office completing around 50% of the bill run so far. Income from Opens has started to improve, as the course opening date draws nearer. Donations are in credit due to Peter Bell requesting the return of his stair lift donation. Visiting Parties are now starting to book also.

There has been the usual machine repairs with Lloyds of £842 and the setting up of the on course irrigation system of £386 being the items of note.

We have purchased 2 new Lithium buggies on Lease Purchase (we will own them at the end of the 5 year term). This was deemed a better option than seasonal rental, as rentals would have been older lead acid buggies. Martyn our professional also pointed out, the Lithium buggies can be hired twice in a day due to their extra battery life.

Staff salaries (greens) have been heavily subsidised by the JRS Grant. All green staff are now back at work full time. Our thanks to them all for their continued support, and thanks to Mike Dixon for working alone for a large part of the lockdown.

Our Trade Creditors as of todays date are approximately £3169. Our cash position has been maintained up to the end of March 2021. Our current cash balance is £42k.

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.

Date: 15/03/2021

Time: 17:22:50

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**Profit and Loss**

From: Month 5, February 2021

To: Month 5, February 2021

**Chart of Accounts:**

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
<b>Sales</b>			
Subscriptions	5,485.83	67,140.05	
Buggy Hire	0.00	492.00	
Pay to Play	0.00	140.00	
Locker Rents	0.00	40.00	
Ladies Opens	80.00	280.00	
Green Fees	230.00	8,154.30	
Country Members	0.00	5,910.00	
Intermediate	0.00	105.00	
Mens Opens Non Members	1,260.00	5,640.00	
Mixed Opens	120.00	270.00	
Opens Members	60.00	1,167.00	
Competition Entries	0.00	2,467.60	
Donations	(200.00)	771.00	
Flat & Kitchen Rent	250.00	1,250.00	
Coffee Machine Rent	0.00	490.00	
Grants	1,461.07	20,729.48	
Winter Members	0.00	1,400.00	
		8,746.90	116,446.43
<b>Purchases</b>			
Machine Repairs	1,496.45	8,105.17	
Pesticides	0.00	3,770.81	
Course Materials	59.13	961.47	
Pest Control	0.00	232.00	
Small Tools	85.73	1,036.16	
Fuel & Oil	0.00	1,110.41	
Competition Expenses	270.00	4,702.50	
		1,911.31	19,918.52
<b>Direct Expenses</b>			
Subcontract Labour	0.00	738.00	
Commissions	0.00	54.00	
Advertising	37.50	522.30	
Miscellaneous Expenses	0.00	390.50	
		37.50	1,704.80
<b>Gross Profit/(Loss):</b>		<u>6,798.09</u>	<u>94,823.11</u>
<b>Overheads</b>			
Green Staff Wages	5,913.17	28,718.37	
Professionals Retainer	1,000.00	4,885.38	
Admin Wages	1,061.70	3,896.60	
Cleaners Wages	276.95	1,379.18	
Honoraria	600.00	3,000.00	

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	<u>Period</u>	<u>Year to Date</u>	
Employers Pensions	224.77	1,202.84	
Rent	0.00	9,875.00	
Water Rates	260.58	(4,204.55)	
Rates	0.00	5,140.44	
Refuse Collecton	151.32	756.60	
Electrcity	592.59	4,328.33	
Gas	258.00	2,043.39	
Motor Expenses	0.00	81.65	
Printing & Stationery	62.72	124.47	
Computers & Software	0.00	1,217.55	
Telephone & Broadband	160.69	1,659.81	
Consultancy Fees	201.42	1,001.94	
Professional Fees	38.38	104.38	
Office Machine Maintenance & Leasing	274.20	1,807.38	
Clubhouse Maintenance	537.42	1,891.53	
Window Cleaning	0.00	837.13	
TV Licence	0.00	157.50	
Bank Charges and Interest	95.41	593.00	
Machinery Leasing	1,958.40	9,792.00	
Subscriptions	0.00	(962.00)	
Training	0.00	69.60	
	13,667.72	79,397.52	
<b>Net Profit/(Loss):</b>	<u>(6,869.63)</u>	<u>15,425.59</u>	