

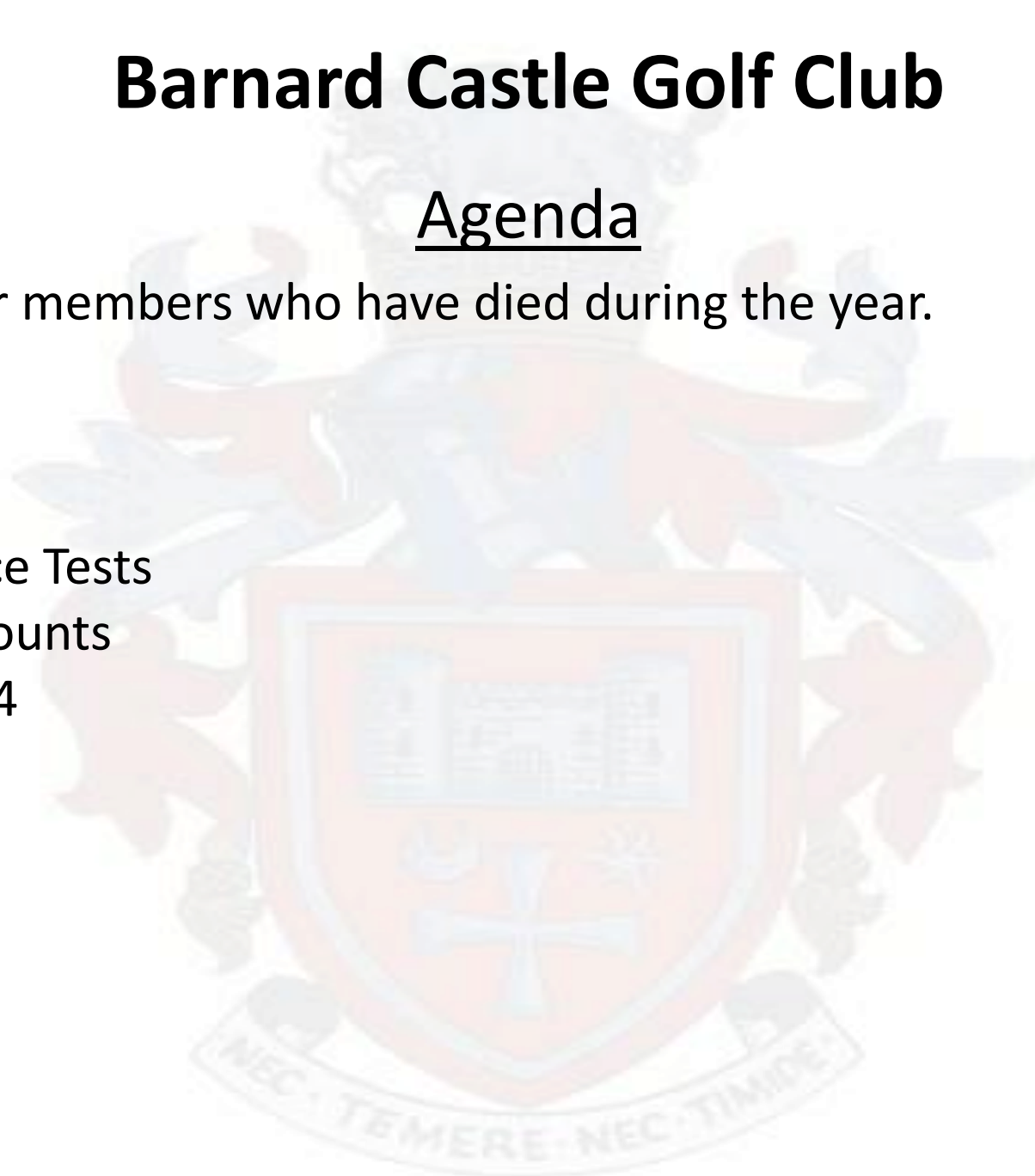
The background of the slide features the coat of arms of Barnard Castle. It consists of a shield with a red field, a silver cross, a silver crescent moon, and a silver star. Above the shield is a crown, and on top of the crown is a silver bull passant guardant. The shield is supported by two silver lions passant guardant. A scroll at the bottom of the shield contains the Latin motto: 'NEC TEMERE NEC TIMIDE'.

Barnard Castle Golf Club
Annual General Meeting
Friday, 15th September 2023.

Barnard Castle Golf Club

Agenda

- One-minute silence for members who have died during the year.
- Apologies for absence.
- Chairperson
 - Accounts
 - Proposed Assurance Tests
 - Vote to accept accounts
 - Budget 2023 / 2024
- Captain's Review
- AOB
- Questions
- Close



2021 / 2022 Finalised Accounts

Profit (Loss) Summary

18 months to
31-Mar-22

Membership Fees
Other Operating Incomes

Total Income 545,356

Staff Costs 187,716

Expenses 258,336

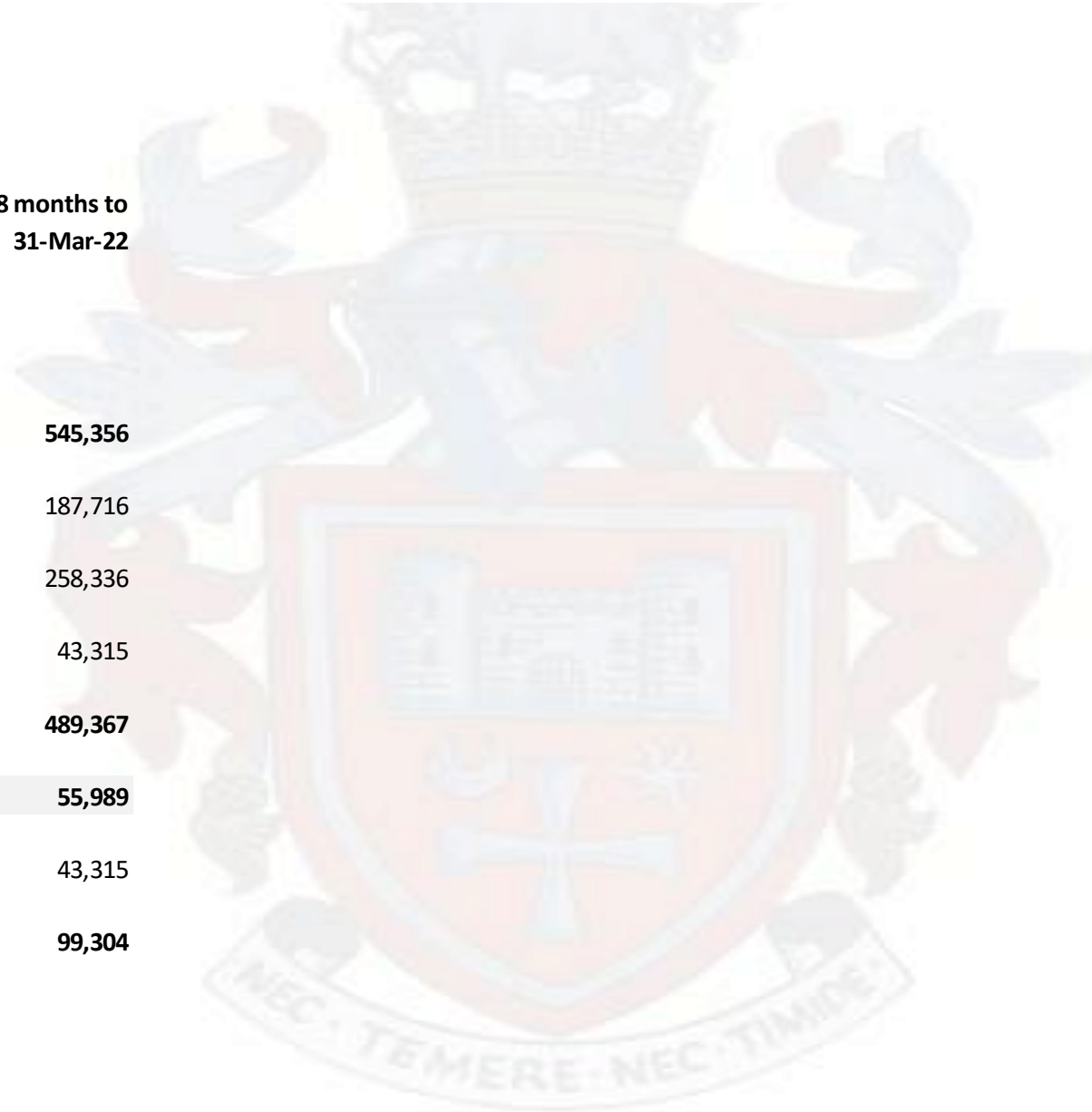
Depreciation 43,315

Total Outgoings 489,367

Operating Profit/(Loss) 55,989

Add back depreciation 43,315

Cash Inflow (Outflow) 99,304



2022 / 2023 Finalised Accounts

Profit (Loss) Summary

	Estimate (28-Feb-23)	Actual (31-Mar-23)	Change
	2022/23	2022/23	
Membership Fees	245,839	247,450	
Other Operating Incomes	122,327	103,116	
Total Income	£368,166	£350,566	-£17,600
Staff Costs	£162,421	£165,171	£2,750
Expenses	£234,226	£216,155	£18,071
Depreciation	£38,471	£37,929	£542
Total Outgoings	£435,118	£419,255	£15,863
Operating Profit/(Loss)	-£66,952	-£68,689	-£1,737
Add back depreciation	£38,471	£37,929	-£542
Cash Inflow (Outflow)	-£28,481	-£30,760	-£2,279

£60K, Non standard spending..,

£20K, flat renovation

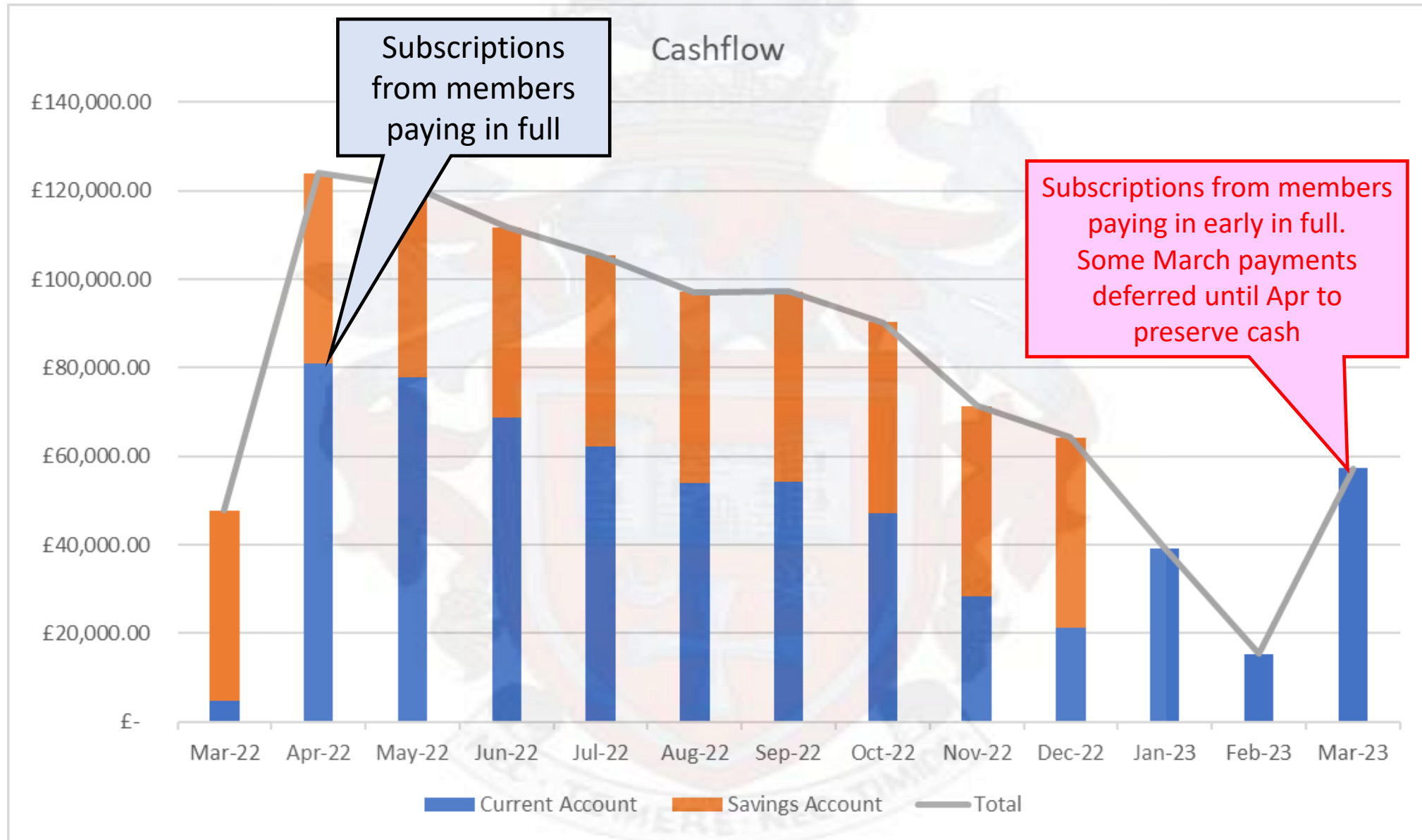
£7K, shop stock

£6K, Fire alarm system

£25K, additional investments in course improvements: -

- Course agronomist costs
- Aeration
- Scarification / Sand Injections
- Spraying fairways
- Irrigation essential maintenance
- Levelling tee boxes (18th and 7th)
- Essential maintenance on all Greens Equipment before start of new season

Cash Flow, Apr-22 thro' Mar-23



Proposed Assurance Tests

Barnard Castle Golf Club

Proposed list of tests to be undertaken as part of accounts preparation work

Fixed Assets

- Vouch a sample of additions to supporting documentation (invoices, hp agreements, etc).
- Perform a proof in total of the depreciation charge.
- Carry out a proof in total of any profit/loss on disposal by vouching proceeds to supporting documentation.
- Review expenditure nominal codes to potentially identify any items which should be capitalised.

Debtors

- Trace a sample of trade debtors as at the year end to after date receipts to ensure recoverable.
- Review aged debtors listing as at year end for any credit balances > £300 and determine reasons for such balances and if income cut-off has been correctly applied.
- Review aged debtors listing before finalising accounts to ascertain if further bad debt provision is necessary.
- Corroborate any significant prepayments (say > £500) to supporting invoices.

Bank & Cash

- Ensure balances on year end trial balance are reconciled to year end statements for all accounts.
- Trace any reconciling items to post year end bank statements.

Creditors

- Vouch a sample of trade creditors to supplier statements.
- Where no supplier statements are available vouch a sample of trade creditors to supporting invoices and review after date cash to ensure paid.
- Vouch a sample of any deferred income to membership records/invoices to ensure cut-off correctly applied.
- Undertake proof in total of HP/Finance Lease Liabilities by reference to balances brought forward, payments made in the year and new agreements entered into during the year.
- Vouch PAYE liability to payroll records.
- Review post year end purchase invoices to identify items that need to be accrued.

Income

- Select a sample of 10 members from the membership records for the year and ensure correctly recorded within the accounts.
- Vouch any grant income receivable to supporting documentation (I.e. grant agreements, bank statements, etc).

Expenditure

- Select a random sample of 10 purchase invoices and trace to accounting records, ensuring appropriately classified.
- Undertake proof in total of wages and salaries expenditure from payroll records.

Other

- Ensure disclosure re operating lease commitments is complete by reference to any signed lease agreements in place as at the year end.

Vote to Accept Accounts

2021 / 2022

2022 / 2023

Budget 2023 / 2024

Profit (Loss) Summary

	Actual (31-Mar-23) 2022/23	Budget 2023/24	Change	
Membership Fees	247,450	279,907	13%	Membership fee increases. Reclassification of member categories.
Other Operating Incomes	103,116	157,991	53%	Competition entry fee increases, Increase of £5 per round across the board for non-members. Shop Income, Buggy Hire, Rents, etc
Total Income	£350,566	£437,898	19%	
Staff Costs	£165,171	£179,848	9%	Additional shop hours. Inflation wage increases (5%)
Expenses	£216,155	£193,459	-10%	Significant spend on flat of £20K in current year, not included in 2023/24 budget... +10% increase in expenses budgeted.
Depreciation	£37,929	£40,486	7%	More capital purchased / leased
Total Outgoings	£419,255	£413,793	-1%	
Operating Profit/(Loss)	-£68,689	£24,105		
Add back depreciation	£37,929	£40,486		
Cash Inflow (Outflow)	-£30,760	£64,591		

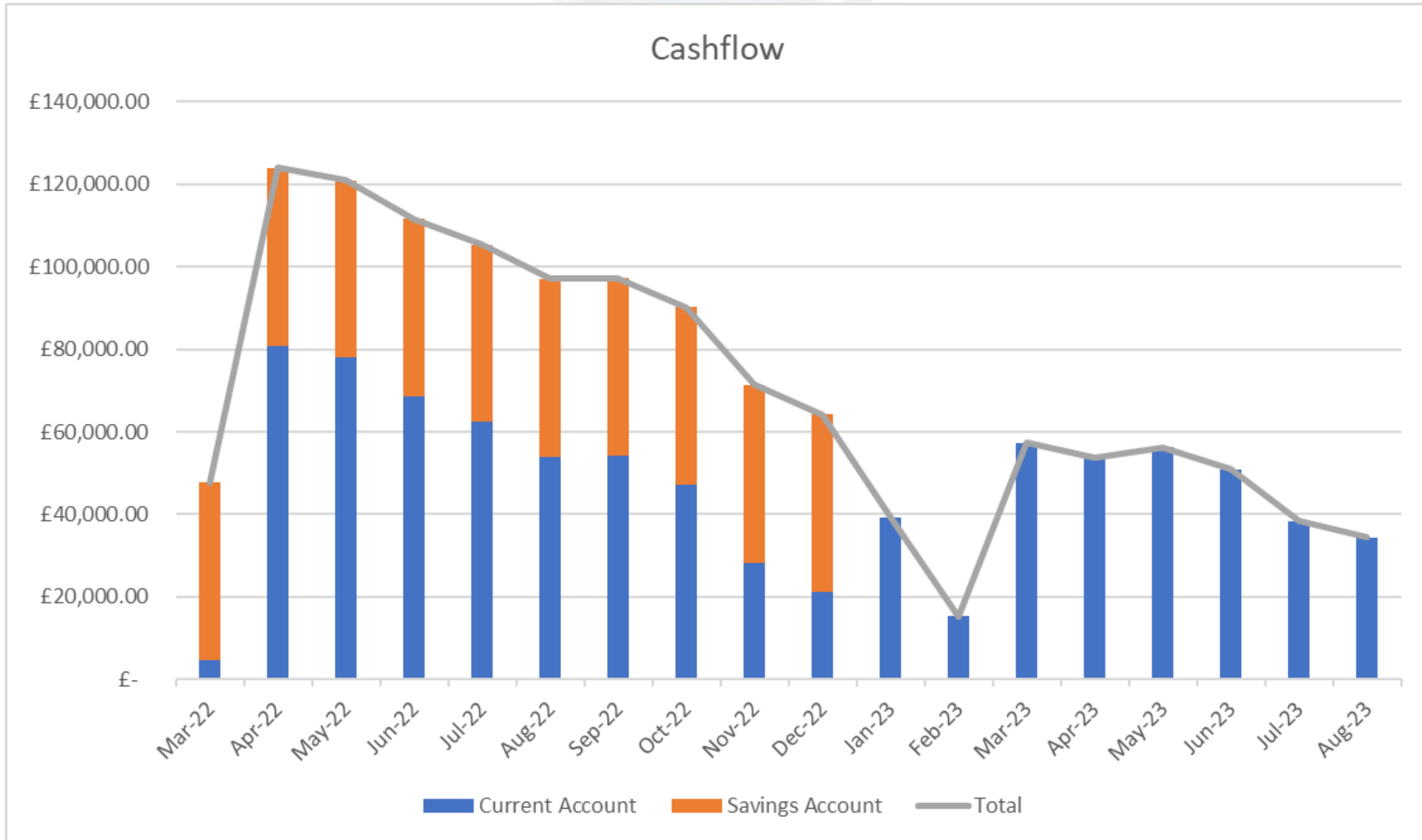
Budget 2023 / 2024 – Membership Status

Subscription Category	@ 09-Mar-23			Budget			11-Sep			
	2022 / 2023			2023 / 2024						
	No of Members	Cost	Annualised Income	No of Members	2023 / 2024	Annualised Income	Actual		Δ	
5 Day	15	£ 655	£ 9,825	15	£ 710	£ 10,650	10	£ 7,100	-5	-£3,550
9 hole	8	£ 375	£ 3,000	8	£ 410	£ 3,280	17	£ 6,970	9	£3,690
Honary	8	£ -	£ -	8	£ -	£ -	14	£ -	6	£0
Adult	286	£ 695	£ 198,770	297	£ 750	£ 222,750	265	£ 198,750	-32	-£24,000
Young Adult 26 - 28	13	£ 350	£ 4,550	13	£ 520	£ 6,760	10	£ 5,200	-3	-£1,560
Country	29	£ 380	£ 11,020	29	£ 410	£ 11,892	34	£ 13,942	5	£2,050
CASC	4	£ 520	£ 2,080	4	£ 520	£ 2,080	5	£ 2,600	1	£520
Intermediate 22-25	9	£ 290	£ 2,610	9	£ 520	£ 4,680	4	£ 2,080	-5	-£2,600
Student	0			0	£ 330	£ -	5	£ 1,650	5	£1,650
Junior (12 -21)	0			20	£ 100	£ 2,000	19	£ 1,900	-1	-£100
Octogenarian	21	£ 340	£ 7,140	21	£ 370	£ 7,770	26	£ 9,620	5	£1,850
Pay and Play	19	£ 300	£ 5,700	19	£ 325	£ 6,175	38	£ 12,350	19	£6,175
Social 2	14	£ 20	£ 280	14	£ 25	£ 350	11	£ 275	-3	-£75
Staff	2	£ -	£ -	2	£ -	£ -	2	£ -	0	£0
Junior under 12	13	£ -	£ -	13	£ -	£ -	10	£ -	-3	£0
Medical Suspended Memberships	0			0			4	£ -	4	
	434		£ 253,520	472		£ 278,387	474	£ 262,437	2	-£15,950

Initial total of 472
38 inactive members removed after budget finalised and submitted (V1 clean-up thro' Mar-23)

Marketing strategy implemented (memberships and visiting parties)

Cash Flow, Apr-22 thro' Aug-23



Greens - Spending

11/09/2023, 12:13

Turfkeeper - Reports

Total Spend: £43,548.59

Spend to Date: April 2023 - March 2024



Bunker Sand

Annual Budget: £2,800.00

Spend: £2,854.00

Remaining: -£54.00

Course Furniture

Annual Budget: £4,100.00

Spend: £3,090.00

Remaining: £1,010.00

Drainage and Irrigation

Annual Budget: £2,068.00

Spend: £1,341.00

Remaining: £727.00

Equipment Hire / Contractors

Annual Budget: £8,396.00

Spend: £7,847.99

Remaining: £548.01

Equipment Repairs

Annual Budget: £17,900.00

Spend: £2,284.00

Remaining: £15,616.00

Fertilisers

Annual Budget: £10,600.00

Spend: £10,368.00

Remaining: £232.00

Fuel

Annual Budget: £11,500.00

Spend: £4,885.00

Remaining: £6,615.00

Professional Fees

Annual Budget: £1,436.00

Spend: £135.00

Remaining: £1,301.00

Replacements

Annual Budget: £200.00

Spend: £144.60

Remaining: £55.40

Seeds and Chemicals

Annual Budget: £7,592.00

Spend: £6,463.00

Remaining: £1,129.00

Top Dressings

Annual Budget: £5,700.00

Spend: £4,136.00

Remaining: £1,564.00

Training

Annual Budget: £500.00

Spend: £0.00

Remaining: £500.00

Uniforms and PPE

Annual Budget: £600.00

Spend: £0.00

Remaining: £600.00

Greens - Spending

11/09/2023, 12:13

Turfkeeper - Reports

	Budget	Spent / Forecast	Remaining
April - August	£37,000	£34,000	£3,000
September – March	£36,400	£38,000	-£1,600
TOTAL	£73,400	£72,000	£1,400

£ Pound Sterling

Challenges:

Cost increases in fuel, dressings and fertilisers / chemicals due to COVID knock on and the events in Ukraine.

Fertilisers
Annual Budget: £10,600.00
Spend: £10,368.00
Remaining: £232.00

Fuel
Annual Budget: £11,500.00
Spend: £4,885.00
Remaining: £6,615.00

Professional Fees
Annual Budget: £1,436.00
Spend: £135.00
Remaining: £1,301.00

Replacements
Annual Budget: £200.00
Spend: £144.60
Remaining: £55.40

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Annual Budget: £7,592.00
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Top Dressings
Annual Budget: £5,700.00
Spend: £4,136.00
Remaining: £1,564.00

Training
Annual Budget: £500.00
Spend: £0.00
Remaining: £500.00

Uniforms and PPE
Annual Budget: £600.00
Spend: £0.00
Remaining: £600.00

Greens - Activities

Proposed Works through Autumn / Winter 2023

- Continued aeration of all playing surfaces and Topdress with Mansfield MM35
- Development of turf nursery near practice range
- Excavate, redrain and re-sand at least 6 bunkers before May 2024
- Reduce size and reshape of 3 greenside bunkers – 6,7 and 8
- Prune up and brash standard trees around the course for better visual impact for the future
- Drainage works on 17th Fairway
- Levelling of various green surround and fairway mounds.
- Look at replacing damaged bridges.
- In House Machinery Servicing (not grinding)
- Improve 13th tee area
- Clear 75% of 3rd pond weed
- Excavate first 16th ditch into small pond as per greenside ditch to alleviate wet area.
- Raise and repair at least 50% of irrigation heads on tees and greens

Greens - Activities

Proposed 3 year Plan.

- Audit / level various existing tees, adding irrigation and possible artificial turf teeing area
- Improved vertical drainage on greens by use of drill and fill machine.
- Replace all detrimental machinery and replace with NEW suitable machinery
- Improve playing surfaces on all areas – greens, tees, approaches and fairways.
- Level minimum of 2 tees per year
- Excavate, redrain and resand all bunkers
- Replace existing path systems with new improved product.
- Improve practice facility throughout
- Replace at least one bridge per hole to allow safer movement of machinery and golfers.
- Improve standards within the maintenance shed and associated areas.

Barnard Castle Golf Club: Projects List

Barnard Castle Golf Club: Projects List

Area	Brief Description	Priority	Cost Category	Est. Cost	Comments
Clubhouse Building	New Carpet	1	High		Complete
Clubhouse Building	Repair rendering and re Paint exterior of clubhouse (essential areas only)	1	High		Complete
Practice Facilities	Renew mats and nets for warm up area	1	High		Complete
Course	Drainage to 3rd pond, starting from the 8th	1	High		Complete
Course	Improve drainage where necessary, ... Plan required	1	High		Complete
Course	Extend Buggy paths on Holes 8, 9 and 11. dependant on above	1	High		Complete
Car Park.	Fill pot holes in car park as identified	1	Low		Complete
Car Park.	Erect new sign at carpark entrance . Modern and attractive	1	Low		Complete
General	New pins and flags.	1	Low		Complete
General	General Tree Planting... Plan to be defined	1	Low		Complete
Clubhouse Building	New Furniture	1	Medium		Complete
Car Park.	Tidy perimeter fence trees and shrubbery in car park	2	Low		Complete
Equipment	Greens Iron	1	High		Purchased
Equipment	Verti Tyner	1	High		Purchased
Equipment	Pedestrian Greens Mower	1	High		Purchased
Equipment	Sprayer	1	High		Purchased
Equipment	Blower	1	High		Purchased
Equipment	Replacement Blades set for green's cutter	1	High	£20K	
Clubhouse Building	Re-render all 4 sides of clubhouse building	1	High	£40K	
Clubhouse Building	Replace septic tank	1	High	£40K	
Clubhouse Building	Essential maintenance to stewards' flat windows	1	Low		
Clubhouse Building	Essential maintenance to clubhouse windows	1	Low		

Barnard Castle Golf Club: Projects List

Barnard Castle Golf Club: Projects List

Area	Brief Description	Priority	Cost Category	Est. Cost	Comments
Clubhouse Building	External window sills repaired as identified	1	Low		
Clubhouse Building	External doors repaired / replaced as identified	1	Medium		
Equipment	Rough Cutter	2	High	£50K	
General	Sponsor the holes	2	Low		
General	Sponsor buggies	2	Low		
Clubhouse Building	Improve ladies locker sizes, by converting 2 into one	2	Low		
Clubhouse Building	Replace taps in bathrooms	2	Low		
Clubhouse Building	Re-instate hand dryers (remove paper towels) in bathrooms	2	Low		
Clubhouse Building	External paintwork as identified	2	Low		
Clubhouse Building	New glass washer for bar	2	Low		
Practice Facilities	Build 2 or 3 Teaching bays at West End of Main Practice area	2	Medium		
Clubhouse Building	Replace windows in stewards' flat as identified	2	Medium		
Clubhouse Building	Replace windows in clubhouse identified	2	Medium		
Clubhouse Building	Fresh air inlet installation to kitchen	2	Medium		
Practice Facilities	Build swing studio adjacent to Pro Shop	3	High		
Car Park.	Install Electric Vehicle Charge points.	3	High		
Clubhouse Building	New heating system	3	High		
Clubhouse Building	Install viewing balcony on side of Dining area, possibly extend round corner.	3	High		
Clubhouse Building	Build a Trolley Store	3	High		
Car Park.	Resurface car park	3	High		
Clubhouse Building	Create Patio area at West end of putting green.	3	Low		
Clubhouse Building	New Ceiling, Lighting, Carpet, Showers in gents locker room.	4	Medium		



Captains' Update..,



A.O.B

A.O.B.

- Treasurer Vacancy remains.
- Competition Secretary Vacancy...
- Formation of Golf Committees



A.O.B – Golf Committees

HANDICAP COMMITTEE

HANDICAP SECRETARY
Person 1 (L)
Person 2 (S)
Person 3 (M)
Person 4 (M)

Set up advisory meeting with Durham County
Reserch EGU advice
Monitor scoring - handicap changes - soft & hard caps through Club's England golf site.
Monitor no returns and non entered scores
Adjust handicaps after review - set up appeal process where needed
Complete end of season review
Meet monthly April through October

Media Score Reporting
Person 1 (M)
Person 2 (M) cover
Person 3 (L)
Person 4 (S)

Post results on Facebook
Send Results to Teesdale Mercury
Ladies Reports
Senior Reports
Mens Reports
Back up

Independent of Golf committee. Submit written reports to Management

REGULAR COMPETITIONS
Comp Sec
Person 1

Ensure competition formats and handicap limits are posted
Ensure local rules are up to date
Provide management with basic accounts.
Team Matches

Independent of Golf committee. Communicate with Management thro' Comp Sec.

SWEEP PAYOUTS
Comp Sec
Person 1

Make sure cover in place for holidays etc. to ensure timely payouts.
Use pro shop?

Presentation Night
Comp Sec
Person 1
Person 1 (L)

Complete trophy winners list
Update winners boards
Engrave trophies a.s.a.p. after season ends.
Clean Trophies
Arrange food.
Sort Prizes for Trophy winners.

FIXTURES
Comp Sec
Ladies Comp Sec
Senior Comp Sec

August
Populate next years fixtures on BRS
September
Clone / Set up next years fixtures on Club V1
October
Finalise Fixtures for Fixture Book
3 meetings August September October

OPENS
Comp Sec
Person 1
Person 2
Person 3
Person 4
Person 5

Set up Opens on Club V1 and BRS August
Set up Opens on Golf Empire September
2 Weeks prior to Opens arrange for 1st tee starters (Probably 3)
Sort out rota for signing entrants in. 2 required through the day from 7am to 2pm
3 Days prior to open print start sheet and enter CDH numbers onto Club V1
Sort out rota to monitor score entries until 6pm.
On Day sign in players, enter teams and print cards
Pay out for Twos as players return cards
Calculate payouts depending on entries and work out prizes - vouchers
Close competition Post on Howdidido and club web site.
Provide pro shop with list of winners.

Golf Committee

Golf Committee

A.O.B.

- Treasurer Vacancy remains.
- Competition Secretary Vacancy...
- Formation of Golf Committees
- Special Thanks...,
 - All of our committee
 - Steve Wilkinson
 - Sally Lavendar
 - Sid Lowes
 - Barbara Yorke
 - Barbara Farrer
 - Doreen Braithwaite
 - Maureen Raw
 - Lainey Hunt
 - Shirley and Andrew Smith
 - Stuart Everall
 - Mick Brown
 - Tony Borrowdale
 - David Sparrow



Questions.,