

Southport & Birkdale Croquet Club

Minutes of the meeting held on Wednesday 8th May 2024 at 58 Westcliffe Road

Southport

Present: Esther Jubb (Chair), John Haslam (Secretary), Eddie Green (Treasurer) Ray Lowe, Maureen Spratt, Paul Ferguson, David Venables, Janet Marsh, Tony Thomas, Ian Goulden (for item 2 only)

1. Apologies.

None

2. Risk Assessment and Procedures.

Eddie gave an appraisal of the risk assessment requirements and the reasons why it should be put in place. The information had been sent to all Committee members in advance of the meeting. The assessment was split into various sections and details listed of what was required. The Risk Assessment document highlighted main risks and mitigations; some updates were identified which will be actioned before its formal signing by the chair of the committee. This document is accompanied by a risk assessment checklist and is a working document and will be reviewed and updated regularly by the committee. Roles within the club will be responsible for ongoing monitoring and reporting of actions related to the checklist

After considerable discussion around various items within the risk assessment and the risk assessment checklist the documents were approved subject to a small number of minor amendments and will be published to members once signed by the Chair.

Ian was thanked for being involved in the preparation of the documents.

3. Minutes of Last Meeting.

Approved

4. Matters Arising

Nothing

5. Chair's Report

At long last we had an opening day followed by a Jacob's Join which was attended by 30 members. A big thank you to the team that marked out the lawns.

6. Secretary's Report.

CE diploma nominations are due by the 31st July. It was agreed that we would not be making a nomination this year.

CE have sent out details of the All England tournament for both AC and GC. The regional final venues and dates were discussed along with the National final venue and dates. It was decided not to participate as the events took place in the South of England.

The winners of last season's internal competitions are to be asked to represent the club in this year's Federation Millennium events for both AC and GC.

7. Treasurer's Report provided prior to the meeting;-

Treasurer's Report For May Committee

1. Accounts to 30 April

The accounts are attached and currently show an estimated deficit for the year of £1,654 before major purchases.

Cash reserves are currently £40k with £10k in HSBC and £30k in Cambridge and Counties. They are forecast at £32k at the end of the year.

2. Bank Mandates and payment limits

I have now been set up as the primary user for HSBC. The current mandate has Gail, Ray, Peter and John on it.

The committee is asked to approve the removal of Gail and Peter and addition of myself and Esther.

3. Insurance

Motor insurance for the mowers has now been secured with Rowett at a cost of £211 for any driver. Peter is working on a statement to capture representations from other drivers to be able to use the mowers between the two sets of lawns.

4. Risk Assessment

The first draft has been completed and circulated and forms a separate item on the committee agenda.

Updates provided at the meeting

The HSBC mandate has been updated. Gail and Peter have been removed and Esther and Eddie added.

8. Sub Committees:-

Coaching:- Paul Rigge has been asked for an outlined plan for this season.

Internals:- The draw for all of the competitions is on the club noticeboard.

Marketing:- Campaign started last Saturday in the Metro. We have 34 people for tasters so far. 36 promotion packs have been taken by members and there are only 10 left. At the suggestion of Paul Greenwood, an on-line Booking Form has been developed and implemented on the club website and Facebook page. It has generated a significant number of bookings. Thank you to all on the marketing team for your involvement.

Handicap:- Cards for internals to be checked prior to play.

Grounds:- It was decided to inform CE that our lawns may not be up to the standard required for the Home Internationals in June. Both the North and South lawns have been scarified and spiked. £810 has been spent on supplies. The painting of the clubhouse has started. The 5 year test of the clubhouse electrics will be taking place this week. We are waiting for a third quote for the roof repair. The John Deere is being repaired at a cost of about £1500. The various amounts of expenditure were approved by the committee.

Welfare:- A start has been made on the document for adults.

9. Festival Catering.

It was agreed that tea/coffee and biscuits will be served from the clubhouse between 10am and 4pm on both Saturday and Sunday at a cost of £3 per person per day. There will be no charge for SBCC members. Payment by cash only. Janet offered to organise the helpers and work out a system of checking that visitors had paid.

10 AOB

The main locks need some TLC

Footballers have been on the North lawns, Police to be informed.

It was agreed that members who are involved in the cooking and serving at the BBQ's should only pay 50% of the required fee. Claire to prepare a list of helpers.

Elaine Prutton has asked if the mallet belonging to Margaret Fleminton can be refurbished by Don Williamson and then sold to a club member. Once the amount obtained is known then a suitable memorial to Margaret can be discussed.

11 Date of Next Meeting

Tuesday 4th June 2024

