

DRAFT MINUTES
GREAT HOLLANDS BOWLS CLUB
EXECUTIVE COMMITTEE MEETING
TUESDAY, 29TH OCTOBER 2024 AT 11AM
LOCATION: CLUBHOUSE

	Subject	Action
1.	Welcome – the meeting was opened at 11.08am Those attending: Jose Chippendale (JCH), Brian Taylor (BT), Eddie Readings (ER), Ian Clarke (IC), June Clarke (JCL)	CHAIR
2.	Apologies Olive Bambury	
3.	Minutes of previous meeting (01/10/2024) the minutes of this meeting were approved and signed by JCH	ALL
4.	Actions from previous meeting 10.1 Mats & Scoreboard – this remains ongoing.	
5.	Club Presidents’ report Nothing to report	
6.	Club Chairpersons’ report Nothing to report	
7.	Club Captains’ report Nothing to report	
8.	Club Secretarys’ report 8.1 Perimeter hedge – we have been awarded 120 small hedge saplings from the Woodland Trust, delivery of these in March 2025 – BTC will handle the planting.	
9.	Club Treasurers’ report 9.1 Proposed changes to process of paying in cash from match fees, teas and coffees etc. CURRENT PROCESS – the payee counts the money and hands it over to the bar staff with a voucher showing the date, amount of money and the source of the money. The bar staff then deposits the cash in the safe for the Treasurer to collect. There is no record of the cash being handed over. REVISED PROCESS – on receiving the cash from the payee the bar staff will enter the amount in the square terminal using a dedicated electronic button. There will be separate buttons for each category of payment. This will create an electronic audit trail for all cash payments. The bar staff will not be responsible for checking the amount of cash being handed over, this will remain the responsibility of the Treasurer. The above requires feedback from Olive Bambury (President) who could not make the executive meeting and also Linda Stone the bar manager.	JCL
	9.2 Financial Statement – this was provided by the Treasurer.	

	<p>9.3 Sunday lunch 20 October 2024 income and costs</p> <table> <tr> <td>Cost of Food</td> <td>£59.11</td> </tr> <tr> <td>Sale of Lunches</td> <td>£154.00</td> </tr> <tr> <td>Bar Sales</td> <td>£120.50</td> </tr> </table> <p>A profit of £94.89 on the food.</p> <p>9.4 ER to collect the trophies for the presentation evening, an invoice to be issued by the supplier for payment.</p>	Cost of Food	£59.11	Sale of Lunches	£154.00	Bar Sales	£120.50	
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10.	<p>Clubhouse Managers' report</p> <p>10.1 The dishwasher is leaking and at this time has a DO NOT USE notice on it. IC to look into this issue and report back.</p>	IC						
11.	<p>AOB</p> <p>11.1 Letter received from Rose Reason: "After reading the minutes and your answer to Lorraine's email, I was surprised you were not raising the cost for short mat and crib as we are using electric through the winter which has gone up in price, and as the club is losing money so surely this is not putting the club interest first. Surely no one would mind say, paying £2 for an afternoon bowls and a cup of tea and would bring in much needed income. Yours R. Reason"</p> <p>This was discussed by the executive committee and the fees for short mat and crib is being kept under review.</p> <p>Decision : there will be no increase in costs at this time.</p>							
12.	Date of next meeting: Tuesday, 26 November 2024 11am in the club house.							
	No further business meeting closed at 12 noon							