



*Buckfastleigh Bowling Club*  
*Duckspond Road*  
*Buckfastleigh*  
*TQ11 0NL*

**AGM**

Meeting held on 26 October 2023 at 7pm.

Present: John Sims – President; Mike Anderson – Chairman; Sue Heyes – Secretary; Tom Bowden – Treasurer; Men's Representative – Terry Humphries.

Members Present: Toby Humphries; Kelvin Clark; Lesley Clark; Peter Carter; Ken Bamsey; Barbara Bamsey; Miles Grindrod; Stuart Shaw; Andy Bowen; Rhoda Parker; Dianne Raggett; Ann Pedrick; Sonia Bowden.

**President's Welcome and Opening Remarks:**

John Sims opened the meeting with a minutes silence to remember our lady member Evelyn Full who sadly passed away at the beginning of the season.

He then gave a short speech in which he outlined the enjoyment he had had from bowling at Buckfastleigh over the past 26 years and hopes that the club will prosper in the future. He then resigned his position as President on both his and his wife's health grounds.

**Apologies:**

Jeanne Pinney; Ham Sampford; Kevin Murray; Gwen Murray; Pauline Manfield; Ann Martin; Matt Bowen; Ian Poole.

**Minutes of the 2022 AGM:**

The minutes of the last AGM, held on 27 October 2022, were accepted and signed by the Chairman.

**Matters Arising:**

None.

**Chairman's Report:**

Mike outlined his report and said it had been a difficult season for him due to illness and injury, and he felt he had not always given of his best to the club, however he is now much better but was still resigning as Chairman. He went on to give thanks to Ann Pedrick for stepping in as Treasurer, after no one was appointed at the AGM last year. He also thanked Tom for volunteering to take over as Treasurer.

### **Secretary's Report:**

Unfortunately Sue forgot to download her report which was sitting proudly on her computer at home, but she gave a verbal report stating how difficult she had found the season with so much illness within the committee, and saying that she wouldn't be doing as much outside secretarial responsibilities next season so more help was needed generally. She gave personal thanks to Barbara, Lesley and Annette who had stepped in to do refreshments/bar for the tourists and some friendly games. Report attached.

### **Treasurer's Report:**

Two years accounts were submitted by Tom Bowden who had rejoined the club this year and his report is attached to these minutes. He reiterated how important it was to try and recruit more members and has some ideas for this over the closed season. A committee meeting will be required before Christmas to plan for recruitment, advertising, fundraising/sponsorships etc. The accounts were agreed, subject to audit, which will be carried out and reported to the next Executive Committee meeting.

### **Green Manager's Report:**

Ham was unfortunately unable to be present at the meeting but Sue read out his report which is attached to the minutes.

### **Subscriptions:**

It was proposed and agreed to keep subscriptions the same for the next season:

Full Member	£85
Associate Member	£40
Junior Member	£15
Social Member	£12.50
New Member (New to bowls)	Free

**Action: TB**

### **Election of Club Officers:**

President	Mike Anderson
Chairman:	Not Elected
Vice Chairman:	Not Elected
Secretary:	Sue Heyes
Treasurer:	Tom Bowden
Club Captain:	Not Elected
Green Manager:	Ham Sampford
Ladies Captain:	Not Elected
Committee Member (M):	Andy Bowen
Committee Member (F):	Not Elected
Fixture Secretary:	Sue Hayes
Men's Over 55's Captain:	Andy Bowen
Competitions Secretary:	Not Elected
Bar Manager:	Not Elected
Press Officer:	Not Elected
Safeguarding Officer	Terry Humphries (subject to work rota)

The above officers, being duly proposed and seconded by Members were duly elected.

## **Any Other Business:**

### **1. Taking the Club Forward**

Kelvin brought a few interesting ideas to the meeting of how he thought income generation could be achieved. The main one being hiring out of the Clubhouse during the closed season, and offering social membership where social activities could take place, especially if we had for example a pool table, snooker table, dart board, card tables, television and a short mat rink in the changing rooms.

He also felt better communication was needed between the committee and members, (this is where the men's and ladies reps are needed!).

He also brought up the subject of post match drinks and the payment of. Orders are placed during tea break then are ready for the end of the match which need to be paid for by the home team. However, it appeared some members were not paying for their opponents drink, (either unknowing or forgetting) this left one team member to pick up the tab! The committee agreed this was not acceptable behaviour/etiquette and Tom proposed that the skips be responsible for ensuring money was collected and given to bar personnel, as was collection of tea money at half time. This was seconded by Mike and agreed.

**Action: TB**

### **2. Life Member**

Tom proposed and Andy Bowen seconded that John Sims be given Life Membership. This was unanimously agreed.

### **3. Collaborations / Concessions**

Ian sent in an idea regarding joint memberships, unfortunately due to illness he was not present to elaborate. Sue and Tom both said joint memberships might be available for those wanting more bowling, but playing in the same league for both teams was not possible, playing in different leagues was possible.

### **4. Tasks**

Ann suggested that when getting ready for the new season a meeting could be held in January to determine who would do certain jobs (such as painting the benches) so that it could be done over the next 3 months to save a rush at the end. These are the small jobs like cleaning pavilion, changing area, stocking the bar. Ham sorts the green and surrounds.

There being no further business the President thanked the members present for attending and closed the meeting at 8.30pm.

Signed as correct:



President

### **Items discussed subsequent to the meeting.**

Tom has ideas for fundraising over the winter months one being investing some of the club's money in a fixed term higher interest account which will net the club about £700 in interest. This is a new scheme being offered by our bank.

Tom has also ideas for advertising such as asking local estate agents to put leaflets in with their information packs they give clients.

Ken said that the compost heap was in dire need of removal as it was becoming a health and safety issue. Mike explained that Huw Cox had offered to clear it and despite various reminders during the season from both Mike and Sue it had not been done so now alternatives need exploring. John Sims knows of a possibility he will make enquiries and Andy knows of someone who has a trailer which he may be able to borrow as long as a team help with the loading/unloading of compost. The Club will pay expenses for this task to be completed ASAP.

Sue asked for ideas for matches for next season as she had received an email from the Mixed League we play in to say that Kingsbridge Town would not be joining the league next season. She also read out an email from Sarah regarding parking at the Derwent for friendly games indoors. As parking meters have been installed you will need to put your registration number into a computer at the bar to enable free parking for matches, there is a 30 minute grace period if you are visiting the shop or just dropping people off.

**Buckfastleigh Bowling Club**  
**AGM 2023**  
**Secretary's Report.**

It has been an exceptionally difficult season mainly due to member/committee members illness. It began with Ham and Ken our main green maintenance team. Sue and Kelvin cut the grass and fortunately due to the hot weather it stopped growing as quickly and also we have mostly away games in May to give the green team chance to get the green as good as possible.

We had the privilege of three visiting teams West Sussex, Essex, and a return visit from Soar Valley (Leicestershire), These games were well supported by club members but we still needed to borrow rinks from Totnes and Bovey Tracey to enable 6 rinks of bowls. These games provide much needed income for the club, as yet we don't have any touring teams for next season.

I would like to take this opportunity of reminding everyone how important your membership of the club is. As I said last year it takes 11 members to cover the cost of insurance, 3 members to cover the electricity (new contract with EDF £20 per month for 3 years), 4 members to cover affiliation fees to Bowls Devon/England and 25-30 members to cover the costs of maintaining the green. Last year we had 2 new members taking our total to 34 not all those are playing members, never the less the non playing members paid their subs in full to enable the club to keep afloat. We would welcome ideas of how to attract new members.

I thoroughly enjoy playing bowls and would hate to see the club fold due to lack of support, so please everyone get your thinking caps on as to what we can do in the future to attract new members.

I wish to take this opportunity of personally thanking Barbara, Annette and Lesley for helping with refreshments/bar etc for the big games and other ladies for friendly games.  
Happy bowling 2024!

Sue Heyes  
Secretary 2023.



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**Treasurer's Report for AGM 26 October 2023**

Firstly, I would like to thank Ann Pedrick & Sue Heyes for keeping a record of receipts and payments. Together with those records and the accounts I prepared for 2020/21, I have prepared the accounts for 2021/22 and 2022/23.

**Accounts 2021/22**

These are attached to my report and show a loss for the year of £778.

The Centenary Dinner held in November 2021 was a great success and included a live band and the presentation of trophies. It was agreed by the Executive Committee that the event should be subsidised from club funds.

Members may recall that the family of Ian Howkins bequeathed the sum of £1,000 to the club. This was initially thought by Bob Dowdell to be £500. An amount of £694 has been used to subsidise the Centenary Dinner. The balance on the Bequest Fund now stands at £156.

I have been unable to identify bar takings and purchases from the records kept. Any profit made would be shown under Teas. However, following the Club's withdrawal from the MDL, it is clear that this has had an adverse effect of the income of the Club.

As membership falls it is crucial that the Club look for other sources of income. More and more clubs are becoming dependent on sponsorship income to balance their books. The Club should seek additional sponsorship this coming winter.

The accounts are still subject to audit. I would ask Members to approve the accounts, subject to Audit – to be completed and reported to the next Executive Committee meeting.

### **Accounts 2022/23**

These are attached to my report and show a loss of £608.

The Club have spent £4,200 on the retaining wall inside the entrance. So far we are yet to receive an invoice for this work from the contractor. Whilst the Club are not liable for Corporation Tax, we are liable to inspection by HMRC (if they so choose) and the Club has a duty to maintain accurate financial records. As such, a receipt for the works must be obtained from the contractor.

As this work is an exceptional item, I propose that this be financed from the Covid Fund. This would leave a balance on the Covid Fund of £13,756.

The accounts are still subject to audit. I would ask Members to approve the accounts, subject to Audit – to be completed and reported to the next Executive Committee meeting.

### **Membership Fees 2023/24**

The affiliation fee to Bowls Devon for next year is increasing to £10.

If we maintain the same level of membership and expenses as last year, then we can maintain subscription rates at the same level, which are:

	<b><u>£</u></b>
Full Member:	85.00
Junior Member:	15.00
Associate Member:	40.00
Social Member:	12.50

There are also concessions for those joining part way through the season: July £40 and August £20. Additionally, for those new to bowls, the first year membership is free.



Tom Bowden  
Hon. Treasurer

# Accounts 2021/22

## **Buckfastleigh Bowls Club**

2020/21 Actual	Revenue Account	2021/22 Actual	
£	Income	£	£
1,609	Annual Subscriptions	2,268	
0	Grants	0	
1,200	Sponsorship	200	
120	Donations	0	
885	Teas & Draws	587	
0	Annual Dinner	670	
1,979	Bar Sales	0	
333	Competitions	0	
190	Green Fees	20	
485	Clothing	0	
24	Social Events	0	
9,357	Special Fund	0	
150	Ian Howkins Bequest Fund	694	
88	Other Income	75	
<hr/> 16,420		<hr/>	4,514
	<b>Expenditure</b>		
5,828	Green & Machinery	757	
5,944	Premises & Grounds	150	
168	Rent	168	
348	Electricity	585	
280	Water Rates	290	
207	Fire Extinguisher Check	0	
790	Insurance	834	
308	Advertising - BBC	0	
617	Advertising - 3rd Party	0	
183	Printing, Postage & Stationery	128	
70	Bar Licence	70	
12	Website	0	
422	Sundries	63	
618	Centenary	0	
0	Annual Dinner	1,364	
558	Affiliation Fees & Trophies	634	
422	Food & Draws	228	
1,102	Clothing	0	
(3)	Bank Charges	(5)	
1,002	Bar Expenses	26	
<hr/> 18,876		<hr/>	5,292
<hr/> (2,456)	<b>Surplus/(Deficit)</b>	<hr/> (778)	



# Accounts 2021/22

## Buckfastleigh Bowls Club

2020/21 Actual	Capital Account	2021/22 Actual	
£		£	£
0	<b>Fixed Assets</b>	0	
0	Premises		0
	<b>Current Assets</b>		
36,572	Bank	34,973	
145	Cash in Hand	64	
161	Bar Stock	161	
475	Clothing	475	
500	Debtors	286	
37,853			35,959
	<b>Less: Current Liabilities</b>		
590	Creditors	168	
			168
37,263	<b>Net Current Assets</b>		35,791
37,263	<b>Total Assets</b>		35,791
	<b>Financed by:</b>		
	<b>Members Fund</b>		
20,913	Balance B/F	18,457	
(2,456)	Surplus/(Deficit)	(778)	
18,457			17,679
	<b>Other Funds</b>		
17,956	Special Fund	17,956	
850	Ian Howkins Bequest Fund	156	
18,806			18,112
37,263	Balance C/F		35,791

Signed as a correct record:

Treasurer:

*Tom Butler*

8 October 2023

Auditor:

## Accounts 2022/23

### Buckfastleigh Bowls Club

2021/22	Revenue Account	2022/23	
Actual		Actual	
£	Income	£	£
2,268	Annual Subscriptions	2,285	
0	Grants	0	
200	Sponsorship	200	
0	Donations	3	
587	Teas & Draws	871	
670	Annual Dinner	0	
0	Bar Sales	1,559	
0	Competitions	0	
20	Green Fees	319	
0	Clothing	30	
0	Social Events	10	
0	Special Fund	4,200	
694	Ian Howkins Bequest Fund	0	
75	Other Income	65	
<hr/> 4,514		<hr/>	9,542
	<b>Expenditure</b>		
757	Green & Machinery	1,074	
150	Premises & Grounds	5,699	
168	Rent	168	
585	Electricity	233	
290	Water Rates	473	
0	Fire Extinguisher Check	52	
834	Insurance	739	
0	Advertising - BBC	10	
0	Advertising - 3rd Party	0	
128	Printing, Postage & Stationery	64	
70	Bar Licence	70	
0	Website	1	
63	Sundries	58	
0	Centenary	0	
1,364	Annual Dinner	0	
634	Affiliation Fees & Trophies	367	
228	Food & Draws	309	
0	Clothing	50	
(5)	Bank Charges	(175)	
26	Bar Expenses	958	
<hr/> 5,292		<hr/>	10,150
<hr/> (778)	<b>Surplus/(Deficit)</b>	<hr/> (608)	

# Accounts 2022/23

## **Buckfastleigh Bowls Club**

2021/22 Actual	Capital Account	2022/23 Actual	
£		£	£
<u>0</u>	<b>Fixed Assets</b>	<u>0</u>	
0	Premises		0
	<b>Current Assets</b>		
34,973	Bank	30,073	
64	Cash in Hand	169	
161	Bar Stock	198	
475	Clothing	425	
<u>286</u>	Debtors	<u>118</u>	
35,959			30,983
	<b>Less: Current Liabilities</b>		
<u>168</u>	Creditors	<u>0</u>	
			0
35,791	<b>Net Current Assets</b>		30,983
<u>35,791</u>	<b>Total Assets</b>		<u>30,983</u>
	<b>Financed by:</b>		
	<b>Members Fund</b>		
18,457	Balance B/F	17,679	
<u>(778)</u>	Surplus/(Deficit)	<u>(608)</u>	
17,679			17,071
	<b>Other Funds</b>		
17,956	Special Fund	13,756	
<u>156</u>	Ian Howkins Bequest Fund	<u>156</u>	
18,112			13,912
<u>35,791</u>	Balance C/F		<u>30,983</u>

Signed as a correct record:

Treasurer:

*Tom Butler*

8 October 2023

Auditor:

## **Green Report to AGM Thursday 26<sup>th</sup> October 2023**

Once again it has been a difficult year due, not only to the weather conditions, but also to some of the Green Team suffering problems of ill-health.

The Green was ready for the Open Day on Saturday 22<sup>nd</sup> April 2023, 2.00 p.m. The usual preparations having been completed earlier.

During the season the grass was cut regularly according to the prevailing weather conditions. Unusually hot and dry conditions for most of the season has meant certain treatments and work has not been able to be undertaken until rain in August. However, the green has been maintained despite the weather so that play has been able to take place.

Since having closed the green on Saturday 30<sup>th</sup> September 2023, the work to prepare for Autumn/winter has been undertaken. Over 50 Wheelbarrow loads of scarified grass and moss have been taken off and the green mowed. Holes have been filled with sand and seed, although the rooks have continued to 'mine' for grubs, worms and other treats. The ground is ready for iron solution to be applied to cut into the moss growth, and then seeding and fertiliser application. The cut height will be increased for winter grass growth. Undulations and holes will be filled with sandy/loam.

Our consultant, who can purchase, store and apply the appropriate chemicals will treat the grass for weeds, pests and disease during the closed season ready for the 2024 opening in April.

### **Action:**

The surrounding pavement slabs need attention.

Green rubbing boards need fixing.

Painting of green rink markers and white lines.

Bottom hedge to be cut [being arranged]

Green team rota to be set out, more members needed to help as green team has 'shrunk'!

Ham

Green Team Manager.