



*Buckfastleigh Bowling Club
Duckspond Road
Buckfastleigh
TQ11 0NL*

Executive Meeting

Meeting held on 8 February 2024 at 10am.

Present: President: Pauline Manfield; Secretary - Sue Heyes; Treasurer - Tom Bowden; Green Manager: Ham Sampford; Ladies Representative - Ann Pedrick; Men's Representative – Andy Bowen; Committee Member: Terry Humphries

Chairman

Tom was appointed Chairman of the day.

Apologies:

None.

Minutes of Previous Meeting:

The minutes of the Executive Meeting held on 4 January 2024 were signed by the Chairman as correct.

Matters Arising:

1. **Teignbridge DC Interactive Sessions**
In hand.
2. **Compost Heap / Grass Cuttings**
Cleared by WasteAway at a cost of £750.
Tom will liaise with WasteAway regarding future collections and the bin to be provided.
3. **Retaining Wall**
Tom to contact Jamie.
4. **Water Control System**
To be investigated further.
5. **Hedge Trimming**
The hedges have been cut and tidied at a cost of £250.

8. Dead Trees

Cleared by Sam Hall Tree Surgeon at a cost of £144.

Secretary's Report:

Sue reported on various items discussed at the Safeguarding course she attended yesterday. The Club's policy on Safeguarding may need to be updated. Various other items were recommended (not mandatory) including having a head and shoulders photo of Committee Members displayed in the Clubhouse. This can also go on the website.

Treasurer's Report:

The treasurer's report (copy attached) was agreed by all present.

Green Managers Report:

None.

Any Other Business

1. Auditor

As mentioned in the Treasurer's report, the accounts for the previous 2 years have now been audited, without any change to the accounts previously agreed at the last AGM.

Ann had been in touch with Ann Martin who has agreed to audit the accounts from this year onwards.

2. Advertising / Recruitment

Tom reported that there was a person who was keen to join and runs a school reunion group and he has distributed our free bowls offer to that group.

Tom and Ann will visit potential businesses who may wish to advertise with us during week commencing 19 February.

Tom will also visit the Estate Agents in South Brent, Buckfastleigh and Ashburton during week commencing 12 February.

3. £25 Daily Membership Fee.

This was formally agreed by the Committee the details of which are: For FULLY EMPLOYED members (ie PAYE, not self employed), they may pay £25pa membership fee plus £2 for every match played.

4. Membership Fees

Tom will send out membership subscription invoices to all current members. All members to pay their membership fees in full, and any sundry incidental costs they incur (bar purchases, tea & biscuits, petrol etc) will be reimbursed by the Treasurer within 24 hours upon receipt of invoices.

5. Competition Secretary

Ann and Andy have agreed to undertake this role for the forthcoming season.

- 6. Spring Meeting**
This is being held on Friday 8 March and will start with the EGM to approve the changes in the Constitution followed by a fish 'n chip supper and a quiz. Members may also pay their membership fees on the night.
- 7. Club Afternoon**
Together with Club Nights on a Monday evening, the Committee agreed to hold Club afternoons on Fridays at 2pm.
- 8. Indoor Cleaning**
The Clubhouse and Changing Rooms will be cleaned on Monday 26 February commencing at 10:30am.
- 9. February Newsletter**
Tom will prepare the February Newsletter next week. There are already several constructive ideas for it.
- 10. Green / Surrounds**
It was agreed that the slabs on the right hand side of the clubhouse do not need substantial, costly, work carried out. One slab needs reseating and one broken one needs to be swapped with one at the back. This can be undertaken in house.
- 11. Sprayer (Fertiliser)**
Subsequent to the meeting, the new sprayer has arrived.
- 12. Ramps**
Subsequent to the meeting the disabled steps and portable ramp have arrived.
- 13. Ladies Interclub Rink Fees**
As Newton Abbot have refused to play at Buckfastleigh, this item is no longer an issue.
- 14. Key Safe**
Tom to contact the insurers to determine if the key safe invalidates our buildings insurance.

Date of next meeting: TBA.

There being no further business the meeting closed at 11:45am.

Signed as correct:

Chairman



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**Treasurer's Report for Executive Committee on 8
February 2024**

Accounts 2021/22 & 2022/23

The accounts still need auditing and although Mike has left the Club, he is willing to carry on as Auditor. There is nothing in the constitution that says the Auditor must be a member of the Club.

Accounts 2023/24

These are attached and include the payment of £700 to WasteAway for the clearance of the compost heap. The dead trees have been removed at a cost of £120 + VAT. Also the hedges have been tidied but no invoice has been received yet.

Balances at the bank are:

Current	£883.32	
Deposit	£3,307.43	
Fixed Term Deposit	£25,000.00	(fixed until 27 March 2024)

Cash Balances are:

Treasurer	£84.58
Bar	£89.50

Tom Bowden

Tom Bowden
Hon. Treasurer

Buckfastleigh Bowls Club

2022/23 Actual	Revenue Account	2023/24 To Date
£	Income	£ £
2,285	Annual Subscriptions	0
0	Grants	0
200	Sponsorship	0
3	Donations	0
871	Teas & Draws	0
0	Annual Dinner	0
1,559	Bar Sales	12
0	Competitions	0
319	Green Fees	0
30	Clothing	0
10	Social Events	0
4,200	Special Fund	0
0	Ian Howkins Bequest Fund	0
175	Bank Interest	74
65	Other Income	10
<u>9,717</u>		<u>96</u>
	Expenditure	
1,074	Green & Machinery	700
5,699	Premises & Grounds	157
168	Rent	0
233	Electricity	76
473	Water Rates	56
52	Fire Extinguisher Check	0
739	Insurance	0
10	Advertising - BBC	0
0	Advertising - 3rd Party	0
64	Printing, Postage & Stationery	4
70	Bar Licence	70
1	Website	0
58	Sundries	0
0	Annual Dinner	0
367	Affiliation Fees & Trophies	0
309	Food & Draws	0
50	Clothing	0
958	Bar Expenses	0
<u>10,325</u>		<u>1,063</u>
<u>(608)</u>	Surplus/(Deficit)	<u>(967)</u>

Buckfastleigh Bowls Club

2022/23 Actual	Capital Account	2023/24 To Date
£	Fixed Assets	£ £
<u>0</u>	Premises	<u>0</u>
0		0
	Current Assets	
30,073	Bank	29,191
169	Cash in Hand	174
198	Bar Stock	198
425	Clothing	425
118	Debtors	28
<u>30,983</u>		<u>30,016</u>
	Less: Current Liabilities	
<u>0</u>	Creditors	<u>0</u>
30,983	Net Current Assets	<u>30,016</u>
<u>30,983</u>	Total Assets	<u>30,016</u>
	Financed by:	
	Members Fund	
17,679	Balance B/F	17,071
<u>(608)</u>	Surplus/(Deficit)	<u>(967)</u>
17,071		16,104
	Other Funds	
13,756	Special Fund	13,756
156	Ian Howkins Bequest Fund	156
<u>13,912</u>		<u>13,912</u>
<u>30,983</u>	Balance C/F	<u>30,016</u>

Signed as a correct record:

Treasurer:

Tam Buckle

5 February 2024