



Minutes of the Club Council Meeting

Monday 21st October 2024 at 18.00 in the Blencathra Room

	<u>Present:</u> Les Balmer (Chair) (LB), Joan Armstrong (President) (JA), Club Captain Nigel Scott (NS), Ladies Captain Bridget Coy (BC), Club Vice Captain Chris Rebanks (CR), Club Manager Tim Dykes (TD), Gavin Oliver (GO), Darren Whitfield (DW), Stephen Johnson (SJ), Gail Gravett (GG), Steve Ingram (SI). Carol Slinger (Minutes secretary)	ACTION
1.	<u>Apologies</u> Richard Hellon (RH)	
	<u>Minutes of Previous Meeting</u> The minutes were circulated to all attendees of the Council meeting held on 30 th September were agreed as a true record of the meeting and sent for publication on 22 nd October 2024.	
2.	<p><u>Matters Arising</u></p> <p>2.2.2.2.13.2 Possibility of the use of tokens to use in the range ball dispenser. TD received a quote of £1,200 to install a card reader on the range ball dispenser. All agreed that such a cost was not justifiable so we will keep the £1 coin system.</p> <p>2.2.2.2.13.6 Sub-committees' names added to the website information. TD Actioned.</p> <p>2.2.2.2.6.14 Quotes for the drainage work on 17th & 18th fairways in readiness for the winter programme. GO is waiting for quotes from two companies.</p> <p>2.2.2.2.9.3 Update on new cards and slope charts. TD confirmed that these are all ordered.</p> <p>2.2.14.6 Resourcing and placing a suitable sign to go on the 2nd tee boxes regarding the flag on the 15th being confused as the 2nd. DW to order a small sign to go on the front corner of the bridge over the ditch. Proposed draft artwork for the sign to be circulated. RH.</p> <p>2.6.5 Rebuilding the wall on the 13th along Salkeld Rd. Work has started.</p> <p>2.6.7 Specification of the sprayer for the greens to be checked. Six quotes have been received with the one of choice by the Head Greenkeeper costing £10,000 + VAT. In principle all agreed. However, SJ said that we'd received an alternative quotation for a different sprayer which was considerably cheaper and he asked why this machine was not suitable. TD said that he understood that the cheaper alternative did not have controls that could be operated from the tractor cab, and this was why there was a difference in price. It was agreed that TD would discuss this further with the Head Greenkeeper and report back to the members of the Finance Committee before 1st November 2024 as the sprayer manufacturer is imposing a substantial price increase after that date.</p> <p>2.7.1 Valuer engaged for the trophies. NS to remind the valuer again.</p> <p>2.7.3 Quotes for a recycling bin for the front of the Proshop. TD provided numerous quotes, but it was agreed that there would be little point in having recycling bins as there is no segregation by our refuse collectors at this time.</p> <p>2.7.5 Small old litter bins to be removed from the course. GO - ongoing.</p> <p>5.1 Update on the serving/replacement of the silver buggies. TD reported that a quotation had been received for the repairs needed to the four silver buggies at a cost of £1,807 plus VAT. However, the repairers have also made an offer of £3,500 to buy the buggies from us. It was agreed that due to their poor overall condition</p>	TD

<p>these buggies should be sold rather than repaired. It was further agreed that we would look to hire additional buggies for the 2025 summer playing season.</p> <p>5.2 Spraying in progress signs posted on notice board. TD Actioned.</p> <p>6.3 Review of Green Fees for 2025 season SJ/TD/LB. See points 6.3 & 6.4 below.</p> <p>6.4 Quotes for new office equipment (Laptops). These have now been purchased.</p> <p>7.1 Update on Catering Partnership with John Watt. RH - See point 7.1 below.</p> <p>7.2 Contact with BRS booked parties after John Watt have taken over. RH - Actioned</p> <p>7.3 Update on the Ombudsman’s recommendations to <i>Engie</i>. RH - See point 7.3 Below.</p> <p>7.4 Quotes to recover the tub chairs in the main lounge. RH – To be discussed at November House Meeting</p>	<p>TD</p>
<p>8.1 Update of the Green keepers staffing levels. After taking advice from our HR Consultants and with the prior agreement of the Council TD & LB had a meeting with our part-time greenkeeper and he confirmed that he was willing to reach an amicable settlement with the Club in respect of the termination of his employment contract. The settlement figure was discussed and LB proposed that we should proceed with the proposed termination of contract, this was seconded by CR and when put to a vote 8 were in favour with 1 abstention.</p> <p>8.2 HR Consultant’s advice regarding staff procedures. TD confirmed that Citation will cover this alongside the Health and Safety Management system PGC currently uses.</p> <p>14.1 Update of the Proshop cover. LB & TD discussed plans to bring the Pro-shop inhouse, and confirmed that they’d had a very good meeting with Wil Marklew who confirmed that he would be willing to become an employee of PGC and be responsible to run the shop, take bookings, provide administration support to the office and administer both club and open competitions etc. A discussion took place in relation to summer and winter shop opening times and these will be notified in due course. It was accepted that we would need a second part-time member of staff to provide cover for Wil on his days off etc, and it was envisaged that Trevor Harris would continue in that role. The costs to the club in staffing the shop were discussed and whilst it was agreed that the cost would be substantial it was acknowledged that the profit from shop sales would be used to offset the payroll costs and it was expected that the nett cost to the club would be less than that of employing a Club Professional on a traditional “retainer basis”, with the added benefit of Wil doing much more work on behalf of the Club. LB proposed that we proceed with taking the pro-shop inhouse, and this was seconded by CR and when put to a vote all those present were in favour.</p>	<p>TD/LB</p>
<p>It was agreed that Wil would commence in employment on 1st January 2025, and in the meantime the current arrangement with “WJK Golf” would be extended to 31st December 2024.</p> <p>It was also agreed that TD & LB would explore the possibility of working more closely with Penrith Golf Hub for the benefit of both parties.</p> <p>14.2 Feedback from meetings held with builders and trustees. Further constructive meetings have been held with local development interests, who have expressed an interest in possibly partnering with PGC, and with the Trustees of the Club in order to explain the basis of the potential planning and development processes.</p> <p>14.3 Golf Now rates for tee times. TD has conducted a price comparison with other clubs, and whilst prices change on a daily basis, on data from today PGC’s “Hot</p>	<p>TD/LB</p> <p>TD/LB</p>

	<p>Deal” price is the second highest rate locally. TD reminded everyone that there are only two Hot Deals per day, and quite often they are not used. He also reminded everyone that as part of the arrangement with Golf Now they provide our electronic booking system and website hosting completely free of charge. TD also confirmed that our annual review with Golf Now/BRS is due soon, and as is normal data will be provided to allow us to evaluate if the “Hot Deals” arrangement is still the most cost-effective solution for us.</p> <p>14.4 Reports from Committee Chairs in preparation for the AGM. All Chairs to send their reports to TD by 15th November.</p>	TD																				
3.	<p><u>Correspondence</u> – No correspondence received since the last meeting.</p>																					
4.	<p><u>Suggestions Box</u> - No suggestions received since the last meeting.</p>																					
5.	<p><u>Health and Safety</u> No reports of any health and safety issues since the last meeting.</p>																					
6.	<p><u>Finance</u></p> <p>1.</p> <table border="1" data-bbox="272 853 1244 1249"> <thead> <tr> <th>Bank balances as of: 20th October 2024</th> <th>Compared to previous year:</th> </tr> </thead> <tbody> <tr> <td>PGC: £40,001.31</td> <td>PGC: £240,891.47</td> </tr> <tr> <td>Reserve Account £10,613.22</td> <td></td> </tr> <tr> <td>35 Day A/C £51,456.73</td> <td></td> </tr> <tr> <td>95 Day A/C £51,758.96</td> <td></td> </tr> <tr> <td>PGC Ltd: £20,886.25</td> <td>PGC Ltd: £12,912.64</td> </tr> <tr> <td>Cumberland BS £121,709.71</td> <td>Cumberland BS £118,595.21</td> </tr> <tr> <td>Total: £296,426.18</td> <td>Total: £372,399.32</td> </tr> <tr> <td>Aged debtors: £2,700.25</td> <td></td> </tr> <tr> <td>Aged creditors: £4,667.97</td> <td></td> </tr> </tbody> </table> <p>2. Current membership is 605 in total.</p> <p>3. Prior to the meeting SJ circulated to Council Members the details of his proposed membership fees for 2025. After a few queries were discussed and resolved, SJ proposed acceptance of the rates he’d provided, this was seconded by SI, and when put to a vote the proposal was carried unanimously, so the rates will go forward to the 2024 AGM for membership approval.</p> <p>4. SJ proposed, and SI seconded that the club reinstates a joining fee at a rate of £200, £100 of which will go onto an EPOS card allowing the new member to spend that amount within the Club) to encourage club loyalty and to increase the use of the bar/catering facilities once the new member has joined. When put to a vote the proposal was carried with 7 in favour, 1 against and 1 abstention.</p> <p>5. After last year’s AGM there was a suggestion that the club introduces a new category of membership for members who are over 80 years of age and who only wish to play 9-holes. After some discussion it was agreed to that to qualify for this category members would have needed to have been a club member for a minimum of 25 years. SJ proposed that this new category of membership should be created, this was seconded by NS and when put to a vote 8 were in favour with 1 against.</p>	Bank balances as of: 20 th October 2024	Compared to previous year:	PGC: £40,001.31	PGC: £240,891.47	Reserve Account £10,613.22		35 Day A/C £51,456.73		95 Day A/C £51,758.96		PGC Ltd: £20,886.25	PGC Ltd: £12,912.64	Cumberland BS £121,709.71	Cumberland BS £118,595.21	Total: £296,426.18	Total: £372,399.32	Aged debtors: £2,700.25		Aged creditors: £4,667.97		
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	<p>6. Copies of proposed visitor green fee rates for 2025 were also distributed to Council members prior to the meeting. SJ proposed, CR seconded and all agreed that the green fees should be increased in line with the schedule provided by SJ.</p> <p>7. SJ requested BC to ask the Ladies Committee about the level of entry fees for their open competitions. The incoming Ladies Captain to feed back to the Council in due course.</p>	<p>BC</p>
<p>7.</p>	<p><u>House</u></p> <p>1. Following the agreement at our last meeting to appoint John Watt & Son as the providers of our bar and catering services LB confirmed that meetings have been held with them to finalise details of their appointment. Discussions are ongoing with John Watt regarding the TUPE of staff and the sale of items from Fairways Bar & Catering. Discussions are also ongoing about the transfer of existing bookings. As a result of a proactive approach there should be no break in service and hopefully minimal disruption.</p> <p>2. New key holders will need to be assigned and security codes changed on the John Watt take-over.</p> <p>3. The complaint with the electricity supplier has now been reviewed by the Ombudsman and they have ordered Engie to pay us £200 compensation and adjust our electricity readings since May 2023 to a lower tariff which should result in a sizeable refund to PGC. Engie are yet to respond to the Ombudsman. Our electricity supplier (Engie) is still not able to resolve the issue with the Hoggust supply and we continue to pay for the electricity on the peak tariff. We have not had an invoice for this supply since February 2024.</p> <p>4. A new security keypad has been fitted in the Pro Shop, but the 4G unit for the Greenkeepers sheds is still to be formally costed.</p> <p>5. The new door for Greenkeeper’s workshop is now fitted and working.</p> <p>6. A review of the current heating system has been carried out and a number of immediate issues were identified and have now been rectified. In doing the work a number of other issues have also been identified and are being resolved as we go along. The Gas Boilers are overdue a yearly service. A GasSafe registered Service Engineer has been lined up to carry out the work.</p> <p>7. The “flushmiser” in the Men’s Locker Room needs to be replaced and there is a tap which needs tightening up as it currently wobbles when switched on and off.</p> <p>8. The hand dryer in the function room Ladies toilets is faulty and needs to be replaced and several lights in the Clubhouse need to be replaced.</p> <p>9. The laminate floor in the corridor at the bar entrance has lifted due to water ingress from a blocked drain (now resolved) on the flat roof.</p> <p>10. It was planned to renovate the folding partition between the bar and the dining room in the winter months. This needs to be costed and carried out before spring.</p> <p>11. There is still work to be done creosoting the back of the fence on the 12th tee box, and a volunteer or two are required to finish this off.</p>	<p>RH</p> <p>GO</p> <p>GO</p> <p>RH</p> <p>RH</p> <p>RH</p> <p>RH</p>
<p>8.</p>	<p><u>Course</u></p> <p>1. GO circulated a proof of the new tee box signs which triggered some discussion about the preferred background colour of the sign. A proposal was made that we have the signs produced with the background colour shown on the artwork sample, and when put to a vote this was carried with 8 in favour and 1 against. It was further agreed to investigate if it is possible to have a plan of each hole printed on the new signs, but there was concern that it might not be possible to achieve the high-definition artwork required.</p>	

	<p>2. The Council agreed to keep the course open as much as possible through the winter months, with restrictions such as no buggies, carry only etc. and if necessary, just holes 4-12 being open.</p> <p>3. The winter course plan to be sent to members later this week with the work to start on Monday 28th October.</p> <p>4. A discussion took place about the use of fairway mats, and it was agreed that if a player's ball was on any closely mown area (fairway tee boxes & aprons) then they would be given the option of playing from a matt, or alternatively to lift the ball and drop it in the rough at the nearest point off the fairway. This will come in to force from Monday 28th October 2024 and a confirmation email will be sent to all members.</p> <p>5. GO raised the costs involved in heating the greenkeepers hoggust which he said were in the region of £12,000 per year, and he suggested moving the greenkeepers into a space inside the clubhouse. After some discussion it was decided that the clubhouse was not the correct place for the greenkeepers to be located and we will look at other solutions.</p>	<p>TD</p> <p>TD</p> <p>All</p>
<p>9.</p>	<p><u>Golf</u></p> <p>1. DW proposed that the Sunday competitions in December and January should be a shotgun start at 10.00am. This would be particularly useful when there's frost. It would also help to encourage players to use the bar and catering facilities. DW & TD to develop this further and set BRS to accommodate it. The Business Ladies who play on Sundays would be allocated the first tee each week for their winter league competition, and they would also start play at the sound of the shotgun.</p>	<p>DW/TD</p>
<p>10.</p>	<p><u>Communications/IT</u></p> <p>1. John Watt are working on integrating their till system with a club EPOS card.</p>	
<p>11.</p>	<p><u>Strategy</u></p> <p>1. SI reported that he and LB have met with all those members who wanted to discuss the strategy document in more detail on a one-to-one basis, and that the general feedback to the document has been very positive. SI proposed that the Council formally adopt the strategy on which all future club decisions can be based. SJ seconded and the proposal was carried unanimously.</p> <p>2. SI will be organising a committee meeting to develop a follow-up membership survey which will be issued in 2025.</p>	<p>SI</p>
<p>12.</p>	<p><u>Juniors</u> – No report since the last meeting</p>	
<p>13.</p>	<p><u>New Membership Review and Welcome</u></p> <p>1. Paul Richardson – Full 7 Day Member</p> <p>2. Alan Frankland – Second Club Member</p> <p>3. John Pallister – Full 7 Day Member</p> <p>4. Zach Pallister – Junior Member</p> <p>5. John Welch (Snr) – Full 7 Day Member</p> <p>6. John Welch (Jnr) – Full 7 Day Member</p> <p>7. David MacKenzie - Full 7 Day Member</p>	

<p>14.</p>	<p><u>AOB</u></p> <ol style="list-style-type: none"> 1. LB stated that the nominations notice for Council members has to be posted 28 days prior to the AGM. He went on to say that he and SJ were elected for a term of three years and Committee Chairs were elected for two years, this means that he and SJ have two years remaining and Committee Chairs have one year left. SI's term in office as a "Council Member" was for one year only, but he confirmed that he is willing to be nominated for a second term. GG confirmed that she has decided to resign as the Chair of Comms & IT due to business commitments, and DW also confirmed his intention to resign from Chair of Golf due to work and family commitments, but he also said that he would stand for one of the three vacant one Year "Council Member" vacancies LB said that this would mean that at the 2024 AGM we would have two Committee Chair vacancies (Golf and IT/Comms) and three Council Member vacancies. He also reminded everyone that all other positions were open to challenge should any member wish to do so. 2. CR asked the Council if his Captain's Away day in 2025 could be arranged as a reciprocal with the Club Captain at Dumfries and Galloway GC. Depending on numbers, all agreed in principle but would like to see members donate toward the Captain's Charity in lieu of the "free golf" which would be provided on the away day. 3. LB thanked Ladies Captain, Bridget Coy for her role as Ladies Captain and for her work on the Council. BC responded by thanking the Council for their support and in particular mentioned her charity fund raising for Pancreatic Cancer Research, for which she has raised £2,865 in her year in office. 4. NS said that he felt that a commemorative photograph should be taken of the members of the "Men's A Team" who were crowned the overall winners of the CUGC Scratch League title for 2023 which was belatedly held at Cockermouth Golf Club earlier this year. 5. The Council would like to offer their congratulations to the C Team for winning their division of the scratch league this year, all present agreed that this was an excellent achievement. 6. A discussion took place regarding all of the Club's men's scratch league teams, and it was felt that in order to promote a more consistent approach across all teams then we should look to reinstate the former policy where a non-playing team manager(s) is in place to be responsible for team management and player selection etc. The Council would therefore like to encourage anyone interested in this position to volunteer their services to the Chair of the Golf Committee. 	
	<p><u>The meeting concluded at 21.15</u> <u>Date of next meeting: Monday 28th November at 6.00pm in the Blencathra Room</u></p>	