



Minutes of the Club Council Meeting

Monday 16th December 2024 at 18.00 in the Blencathra Room

	<p><u>Present:</u> Les Balmer (Chair) (LB), Joan Armstrong (President) (JA), Club Captain Chris Rebanks (CR), Ladies Captain June Doyle (JD), Club Vice Captain Mike Davidson (MD), Club Manager Tim Dykes (TD), Gavin Oliver (GO), Darren Whitfield (DW), Stephen Johnson (SJ), Richard Hellon (RH), Steve Ingram (SI) Derek Furness (DF), Kelvin Dixon (KD). Carol Slinger (CS) (Minutes secretary)</p>	<p>ACTION</p>
<p>1.</p>	<p><u>Apologies</u> N/A</p>	
	<p><u>Minutes of Previous Meeting</u> The minutes were circulated to all attendees of the Council meeting held on Monday 25th November and were agreed as a true record of the meeting and sent for publication on 2nd December 2024.</p>	
<p>2.</p>	<p><u>Welcome new Council Members</u></p> <p>1. The Chairman welcomed the newly elected members onto the Council, explained that members were there to represent the membership as a whole, and not any particular section or group. He then handed out copies of the Code of Conduct forms for signing.</p> <p>2. The Course Committee includes GO (Chair), DW, DF, KD, TD and the Head Greenkeeper. The Golf Committee includes DW (Chair), DF and Lesley Dobinson (Ladies) The Strategy Committee includes SI (Chair), LB, CR, JA and MD The House Committee includes RH (Chair), Steven Dudson (Co-Opted) , Chris Curry (Co-Opted), Sue Nicholson (Co-Opted) and Jill Allcock (Co-Opted). The Finance Committee SJ (Chair), LB, GO, DW and RH.</p> <p>3. The position of Comms/IT Chair was not filled at the AGM. LB proposed that the Council Co-Opt Christine West into that role on the Council for 1 year, CR seconded and all agreed.</p>	
<p>3.</p>	<p><u>Matters Arising</u></p> <p>2.2.2.2.2.6.14 Quotes for the drainage work on 17th & 18th fairways in readiness for the winter programme. GO has had one quote from Duncan Ross who is the contractor who previously carried out the drainage work on the 3rd fairway . Mr Ross said that he had previously quoted for further drainage works on the 17th & 18th fairways but at the time the Club decided to tarmac the visitor’s car park with the available funds. We are still awaiting another quote which is expected this week.</p> <p>2.2.2.2.7.1 Valuer engaged for the trophies. DW sent a message to a prospective valuer. As an alternative the details of the valuer who did the CLCGA trophies in 2023, will be forwarded to LB and he’ll arrange to get a quote for the work from them.</p> <p>2.2.14.1 TD & LB would explore the possibility of working more closely with Penrith Golf Hub for the benefit of both parties. TD met with the Directors of the Hub on 5th December and reported on the progress made. LB proposed that TD and Wil Marklew continue discussions as soon as possible after the 1st January, when Wil is in contract.</p> <p>2.7.5 The “flushmiser” in the Men’s Locker Room still needs to be replaced but a part is on order. GO Carried forward.</p> <p>2.7.10 Renovation the folding partition between the bar and the dining room. RH has contracted a joiner do the work in January.</p>	<p>GO</p> <p>LB</p> <p>TD</p> <p>GO</p>

	<p>2.11.2 Organising a committee meeting to develop a follow-up membership survey in 2025. It was agreed that a membership survey should go out mid to end of March 2025.</p> <p>3.4 & 5 Responses to letters from Gert Knoetze and Andrew Weatherall. LB actioned.</p> <p>3.6 Response sent to David Marshall. TD actioned.</p> <p>5.2 Advice and update on clearing the area around the pond on 13th/14th. TD carried forward.</p> <p>6.2 Update on the change of accountants. TD had an initial meeting with prospective new accountants and he along with LB & SJ will look into this further and report back to the Council.</p> <p>8.4 Rebuilding of the boundary wall on the 17th. GO said that this was being discussed with Phil Day the adjoining landowner.</p> <p>8.5 Sign produced to fix to the range ball dispenser in the event of the range being closed due to wet conditions. LB/TD actioned.</p> <p>9.1 Confirmation of the date for the Ladies 4BBB. JD confirmed that Tuesday 29th July is booked.</p> <p>10.1 Research into cost of external marketing consultant. LB reported that he and TD had met with a PR/Marketing consultant late last week and that they'd received her proposals earlier today. There were a number of options included in the quote so LB will forward all Council members a copy of the proposals for review, but the costs involved could be in the region of £5K per year.</p> <p>14.1 Policy to cover the disposal of wood/logs when trees are felled on the course. LB/TD have arranged that the Head Greenkeeper will accept minimum donations to the Captain's Charity for logs from felled trees.</p> <p>14.2 Council's recognition to the volunteers who rebuilt the wall on the 13th. LB actioned.</p> <p>14.5 Update on the contract with Wil Marklew. LB/TD have negotiated a contract with Wil Marklew whereby he will become a direct employee of the Club on 1st January 2025. He will receive a basic salary which will be linked to a bonus scheme based on the levels of shop sales achieved. A major part of his role will be to administer the men's competitions and provide additional administration support etc. He will also be residing in the flat for which he will pay a monthly rental fee to the Club.</p>	<p>SI</p> <p>TD</p> <p>TD/LB/SJ</p> <p>LB</p>
<p>4.</p>	<p><u>Correspondence</u></p> <p>1. LB said that at the AGM David Harding requested for more details of correspondence and responses to be published in Minutes. All agreed that the level of detail given in the minutes is suitable and sufficient.</p> <p>It was suggested that before the minutes are published, it should be ascertained whether or not the person sending in the letter/email would like to be named in the minutes. All agreed that this should be added to the correspondence process.</p> <p>2. A letter was received from Mark Quinn in which he asked if the Council had considered the feasibility of the surplus land on our practice area being used for purposes other than housing development. SI said that he had responded to Mark confirming that we were currently talking to a number of local developers about using the land for new housing, and even if we subsequently decide to pursue that option, we also recognise that we may well have the opportunity to further diversify our offer by potentially having appropriate forms of 'leisure accommodation' associated with the club. However, a complicating factor would be that those types</p>	

of development need significant upfront investment before any returns can be accrued .

3. A letter has been received from Dougie Parker (DP) regarding various matters (see below), and it was agreed that LB would respond on behalf of the Council.

- a) DP queried the level of information given to the membership by the Council.
LB responded to confirm that the Council considers that it communicates with the membership on a regular and comprehensive basis and keeps the membership fully informed.
- b) DP said that he felt that there was a lack of involvement of the membership in the possible sale of our surplus land.
LB responded to say that the Council were currently engaging with the local planning authority as well as other interested parties, and once those discussions were complete the Council would be putting forward a meaningful proposal to the membership.
- c) DP queried the decision reached by the Golf Committee to hold shotgun start competitions in December & January.
LB responded to confirm that following some negative feedback the Golf Committee decided not to proceed with the shotgun start competitions.
- d) DP requested details of the contract entered into with John Watt Catering Ltd and its cost to the Club.
LB responded and provided DP with the financial details of the contract.
- e) DP asked if the new caterers were being allowed to install a coffee machine in the pro shop.
LB responded to say that no decision had been reached about who was going to provide a coffee machine in the pro shop following the shop coming "in-house" on 1st January 2025.
- f) DP asked for details of the financial arrangements agreed with the Club Professionals and who paid the wage costs for Trevor Harris.
LB provided DP with details of the financial arrangement with the Club Professionals and also confirmed that Trevor Harris was a direct employee of PGC.
- g) DP asked for further details in relation to the "new bins" that had been purchased for the course.
LB confirmed that the Finance Committee had approved the purchase of the new bins and also provided details of the cost of the bins.
- h) DP raised a query about when the new stroke indexes had come into force.
LB responded to confirm when the emails were sent to the membership confirming when the new indexes came into force.
- i) DP queried the inclusion of one of the businesses in the sponsors section of the club website.
LB responded to confirm that there was an error on the website which has now been corrected.
- j) DP asked for confirmation of the current position in relation to the club flat.

LB responded to confirm that our new caterers did not wish to occupy the flat and that the Council had reached an agreement with Wil Marklew that he would rent the flat from January 2025.

- k) DP said in his opinion the Club Strategy Document had a lot of content but very little practical achievement.

LB responded to confirm that the Council had consulted with the membership regarding the Strategy Document and that it would be used as a basis for the future development of the Club.

- l) DP raised questions in relation to the Chairmans AGM Report, particularly in relation to the appointment of a Club Manager.

LB responded to DP's questions and gave details of the areas of responsibility of the Club Manager.

- m) DP raised questions in relation to the AGM report from the Finance Chair.

LB responded to DP confirming the reasoning behind the points made by the Finance Chair in his AGM report.

- n) DP queried why there was no "Golf Management Retainer" shown in the club's 2024 accounts.

LB responded to confirm that the Golf Management Retainer had been incorporated into the Professionals Retainer in the 2024 accounts.

- o) DP queried the date of the Council's November meeting.

LB responded to DP and provided details of the date of the meeting.

- 4. Following the responses made above another letter was received from Dougie Parker asking for further information, and it was again agreed that LB would respond on behalf of the Council.

- a) DP further queried the level of information given to the membership by the Council.

LB responded to again confirm that the Council considers that it keeps the membership fully informed.

- b) DP made further points about the decision reached to hold shotgun start competitions in December & January.

LB responded to the points raised by DP.

- c) DP asked for specific details in relation to the contract agreed with John Watt Catering Ltd and asked for sight of the contract.

LB responded to DP's specific questions and confirmed that if DP wished to see the contract, then the Council would need to seek permission from John Watt Catering Ltd.

- d) Following LB's earlier response to him about the new caterers, DP raised further specific queries about the information provided.

LB responded with answers to DP's further queries.

- e) DP asked for further confirmation of the financial agreement made with our Club Professionals WJK Golf.

LB provided DP with the details requested.

- f) DP raised further questions in relation to the new bins provided on the course.

LB provided DP with the information requested.

	<p>g) DP raised further queries in relation to the AGM Report made by the Finance Chair, and he raised concerns about the Council undertaking refurbishment work which resulted in the Club making a financial loss. LB responded to the queries raised by DP and also explained the Council's policy for completing any future refurbishment works.</p> <p>5. Prior to the AGM a letter was received from David Harding questioning why the Vote in respect of awarding Honorary Life Memberships was voted on at the AGM rather than being included as part of the electronic voting process. LB responded to David confirming that our Club Rules specify that the vote for Honorary Life Memberships must take place at the appropriate AGM, and therefore the Council could not include it as part of the electronic vote. LB also informed David that should any member wish to make a proposal to change the Rule in respect of the method used in the awarding of Honorary Life Memberships then this could be done under Rule 15.2, which would require a relevant proposal to be made to the Club Council before 31st October in advance of the next AGM.</p> <p>6. A letter from David Harding was received prior to the AGM in which he asked various questions, all of which were covered at the meeting and are included in the minutes of the AGM.</p> <p>7. A letter of thanks has been received from Eden Valley Sports Partnership thanking our Junior Section for the help that PGC volunteers gave at their annual TriGolf event.</p> <p>8. A letter has been received from John Sheffield enquiring about the use of his "single person buggy" on days when buggies cannot be used on the course. John went on to say that he is aware that other Clubs allow the use of these types of buggies when normal multi seat buggies are banned. DF said that he had seen a document from STRI that showed that single seater buggies cause as much damage as the larger buggies. LB will respond to John and ask him if he can provide any documented scientific evidence to back up his request.</p>	LB																				
5.	Suggestions Box – None since the last meeting																					
6.	<p>Health and Safety</p> <p>1. RH stated that there are some health and safety tasks which need constant monitoring, such as testing the fire alarms, fire drills and staff training. The Council asked RH to compile a task list and circulate it to Council Members who will then assist and undertake some of the tasks.</p>	RH																				
7.	<p>Finance</p> <p>1.</p> <table border="1" data-bbox="272 1682 1244 2078"> <thead> <tr> <th>Bank balances as of: 16th December 2024</th> <th>Compared to previous year:</th> </tr> </thead> <tbody> <tr> <td>PGC: £7,382.32</td> <td>PGC: £30,832.04</td> </tr> <tr> <td>Reserve Account: £636.14</td> <td>Reserve Account: £30,075.22</td> </tr> <tr> <td>35 Day A/C: £51,712.83</td> <td>35 Day A/C: £51,712.83</td> </tr> <tr> <td>95 Day A/C: £52,073.39</td> <td>95 Day A/C: £50,039.99</td> </tr> <tr> <td>PGC Ltd: £4,254.22</td> <td>PGC Ltd: £16,556.43</td> </tr> <tr> <td>Cumberland BS: £121,709.71</td> <td>Cumberland BS: £118,595.21</td> </tr> <tr> <td>Total: £237,768.61</td> <td>Total: £296,327.09</td> </tr> <tr> <td>Aged debtors: £1,898.33</td> <td></td> </tr> <tr> <td>Aged creditors: £2,271.59</td> <td></td> </tr> </tbody> </table>	Bank balances as of: 16 th December 2024	Compared to previous year:	PGC: £7,382.32	PGC: £30,832.04	Reserve Account: £636.14	Reserve Account: £30,075.22	35 Day A/C: £51,712.83	35 Day A/C: £51,712.83	95 Day A/C: £52,073.39	95 Day A/C: £50,039.99	PGC Ltd: £4,254.22	PGC Ltd: £16,556.43	Cumberland BS: £121,709.71	Cumberland BS: £118,595.21	Total: £237,768.61	Total: £296,327.09	Aged debtors: £1,898.33		Aged creditors: £2,271.59		
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	<p>2. The minimum membership qualification period for the over 75 and 80 membership categories were raised at the AGM. LB said that he and TD had been looking at our membership records and that in reality we are unable to “police “the membership qualification periods because the records simply don’t exist. He went on to say that they had been able to find some of the very old membership records, but unfortunately there is a large gap in the records that we have, and they’ve been told that sometime ago some of the records were destroyed and also joining dates were not recorded on our previous computerised membership system. LB therefore proposed that the number of years to qualify for membership of these categories should be removed, CR seconded and with one abstention, the vote was carried.</p> <p>3. SJ said that the substantial increase in subscription rates when juniors reach 18 years of age had been raised just before the AGM by Andrew Weatherall (see Minutes of Council Meeting of 25th November 2024), and the subject was also raised at the AGM. It was agreed that this will be reviewed in time for the 2025 AGM.</p> <p>4. Monitoring of the application of joining fees in 2025 was also discussed at length at the AGM. DW proposed, and all agreed, that 100% of the joining fee should be added to the new members EPOS card, and if it is not spent in the Clubhouse over the year, it could be used in the pro-shop or against the following year’s subs.</p>	
<p>8.</p>	<p><u>House</u></p> <p>1. RH asked if the Green Keepers could refrain from having their materials unloaded onto the car park. GO to discuss this with the Greens Staff.</p> <p>2. A one-month review with the new caterers has taken place and overall, the feedback received has been very positive. It has been reported that some vegetables have been served too cold, and the Chef has been asked to resolve this. Some portions have been reported as being too large. For now, this will remain as is but feedback will be monitored.</p> <p>Individual items on the menu do not have allergy information, however members and visitors are asked to speak with the catering team if they have any special dietary requirements.</p> <p>Going forward, room hire fees will be proportionate to the number of people the rooms are being booked for.</p> <p>Several items of essential maintenance have been highlighted in a recent routine visit by the Environmental Health Officer, which are currently being worked on jointly by JW staff and the House Committee.</p> <p>3. Tables and chairs from other areas within the Club have been needed to accommodate customers using the 1890 bar/lounge. RH proposed, and SJ seconded that 12 additional chairs and 3 tables are purchased to match those already in that area. With two abstentions the vote was carried.</p> <p>4. RH reported that proposed refurbishment of the main lounge area is being worked on and costed. Once those proposals are finalised the House Committee will report back to the Council.</p>	<p>GO</p>
<p>9.</p>	<p><u>Course</u></p> <p>1. GO again reminded everyone that the hoggust is very expensive to heat, at around £1k per month at this time of year. Alternative ideas to accommodate the Greens Staff were discussed and LB is to look into the cost of a welfare unit which could possibly replace the use of the hoggust.</p>	<p>LB</p>

	<p>2. TD said that in order to improve the current working practices of the greenkeeping team initial and constructive talks had been held with the Head Greenkeeper and further talks are to follow.</p> <p>3. DW raised that feedback from the Forum held on 29th November with the Head Greenkeeper indicated that the mound on the 18th fairway is unpopular and the Council will work to improve the area. Members are asked to email realistic ideas to the Council so that the matter may be reviewed at the next Council meeting.</p> <p>4. The areas where ropes are placed around the course are getting worn. DF suggested, and offered to assist, with periodically moving the ropes. TD to discuss with the Head Greenkeeper.</p> <p>5. The Course committee are to review the buggy use policy and republish it. Known buggy users will be directly sent the information.</p> <p>6. DF requested that in order to protect the course during the winter months a message should be sent out to encourage members, where possible, to avoid buggy use, use push trollies instead of motorised and to carry their clubs if possible. TD to send out a message and post notices around the clubhouse</p>	<p>TD/GO</p> <p>TD/DF</p> <p>GO</p> <p>DF/TD</p>
10.	<p><u>Golf</u></p> <p>1. DW reported that the Gent's 2025 fixture list will be published in January.</p> <p>2. It was agreed that in the absence of anyone coming forward to act as Team Manger then overall responsibility for the teams will pass to DW in his role as Golf Chair. The A Team will be captained by DW and the B Team by GO. DW and CR will arrange to meet with Javid Latif to discuss the management of the C Team. DW has requested to the league fixture secretary that the home matches for all three teams are on the same night of the week.</p> <p>3. DF reported that it is unclear whether or not members can sign into competitions using their Golf Genius Apps. TD to call Golf Genius for clarification. Meanwhile members should use the terminal in the foyer to sign in.</p>	<p>TD</p>
11.	<p><u>Communications/IT</u> – No report.</p>	
12.	<p><u>Strategy</u></p> <p>1. SI asked the new Council Members to familiarise themselves with the Strategy document which was adopted earlier this year as this will be used to steer the way forward.</p> <p>2. It was agreed that LB would send a copy of the Strategy document to all new Council members.</p>	<p>All</p> <p>LB</p>
13.	<p><u>Juniors</u></p> <p>1. The development manager for Eden Valley Schools Partnership has thanked the Junior Committee and other volunteers who had assisted at the recent tri-golf tournament at Penrith Leisure Centre on 28th November 2024 involving 140 school children. He commented that events similar to tri-golf "simply could not run without the kind support from the volunteers at your club. Their patience with the children, staff and the whole day was extraordinary. Taking their time to explain the practices to multiple groups of children is never an easy task but without their help it simply could not run". It is hoped that the event will be staged in 2025 and the club will again be supporting this important sporting opportunity for school children.</p> <p>2. The junior coaching at the Hub during the winter months is continuing and has been well received by juniors and parents alike. It is hoped that by establishing this</p>	

	<p>coaching programme it will be really helpful to link to the junior summer coaching opportunities and how the Hub and Junior section can work much more closely together for mutual benefits.</p> <p>3. The Junior Committee hope to re-introduce a Junior Open in 2025. A provisional date of Saturday 7th June 2025 has been reserved. This will allow other juniors from different parts of the County to participate and it will also be a qualifying event for the Daily Telegraph junior tournament.</p>	
14.	<p><u>New Membership Review and Welcome</u></p> <p>1. Wendy Davidson – Five-day membership</p>	
15.	<p><u>AOB</u></p> <p>1. JA said that she will be calling a meeting of the Vice Captain Selection Committee in early 2025, and she will also be sending out an email to the membership asking for recommendations for the next Club Vice Captain and President.</p> <p>2. The Council will ensure that all proposals presented at an AGM will be listed separately to enable the membership to consider, and vote upon matters, in a straightforward manner.</p> <p>3. JA asked if records are maintained on the reasons why members have left the club or why they have not renewed their membership. TD said that currently there are no records kept, but it was agreed that departing members should be asked for their reasons for leaving and responses recorded.</p> <p>4. DF asked about the policy around members who have suspended their membership due to illness etc. Members are reminded that if they need to suspend their membership, they should speak to the Club Manager, prior to the event, so their records can be updated.</p>	TD
	<p><u>The meeting concluded at 21.20hrs</u></p> <p><u>Date of next meeting: TBA</u> - LB said that he would send a list to all Council Members of the proposed dates for the Council meetings in 2025.</p>	