

MINUTES OF THE COMPANY AGM HELD ON MONDAY 6 FEBRUARY 2017
AT 2.00 PM IN THE CLUB PAVILION

Those present: Mr R Miller, Chairman
Mrs P Parker, Company Secretary
Directors: Mr A Frost, Mr M Goodson,
Mrs C Rowell, Mr S Sweetman
51 members (names are recorded on file)

ANNOUNCEMENTS AND APOLOGIES

The Chairman offered a warm welcome to everyone.

On a sad note he reported that three members had died during the year, Gordon Parker, Derrick Spanton and Bob Satterley, also one well-known former member, Derek Poore. Gordon was a club coach and he was also Men's Treasurer, Club Treasurer when the two sections merged and Finance Director when the Board was formed in 2002. The meeting stood for a minute's silence in remembrance.

26 apologies were received (names recorded on file)

MINUTES OF THE LAST MEETING

The Chairman read a précis of the minutes. Acceptance was proposed by Mr Donnison and seconded by Mrs Thorpe and approved by all present.

CHAIRMAN'S REPORT

Mr Miller thanked his fellow directors for their continued help and support.

He reported that the 2016 bowling season had been successful, highlighted by the very competitive 'friendly' matches between the Ladies and Gents.

He commented that many bowls clubs are struggling to survive, but Banstead Neville is bucking the trend and he encouraged all members to continue to assist in ensuring it continues by introducing friends as new members, supporting club events and supporting captains and event organisers.

Finally he wished everyone an enjoyable 2017 season.

ADOPTION OF ACCOUNTS

(Note: the full commentary is on file.)

Mr Goodson explained the accounts using the summary which was sent out with the notice of the meeting. He reminded members of the financial status of the Club and reiterated that all members are shareholders in Banstead Neville Bowls Club Limited, having one share each and that our individual liability as shareholders is thus limited to £1. He also pointed out that we are a registered sports charity so that we can reclaim income tax on any donations from taxpayers.

He explained how the accounts are prepared by him and reviewed by an independent examiner before they are passed on to a practising accountant to be presented in the format required by law and filed at Companies House.

Referring back to the summary, the Club made an overall profit of £2812 in 2016 compared to a loss of £2663 in 2015. The main reason for this was that in 2015 there were some major improvements made to the green; also there was an increase in funds from social events. Other issues affecting the results were an increase in income from membership fees and winter activities.

With reference to the Balance Sheet, the most important element is the cash flow. In the year funds increased by £2640 after putting a further £2000 into our building fund. To maximise the use of our cash surplus the board agreed to put £25000 of our funds into 2-year bonds with Cambridge and Counties at a fixed rate of 2%. A further £19978 was left in a Scottish Amicable deposit account paying 0.6%.

The Board has reviewed the activities for 2017 and has decided not to increase fees.

Finally Mr Goodson thanked all those who helped him on the financial side during the year.

Adoption of the accounts was proposed by Mrs Donnison and seconded by Mr Marchant. The meeting accepted the accounts unanimously.

INDIVIDUAL REPORTS FROM DIRECTORS

(Note: the full reports are on file.)

The Green

Mr Miller reported that 2016 had shown further improvements in the playing condition of the green. The green was scarified and tined on a more regular and effective basis during the playing season to eliminate flooding of the green and create a better root system. Autumn and winter maintenance works have been continuing when weather permits, and spring maintenance works are being planned with a view to opening the green as soon as practicable in April. It is proposed that the green is closed on one Monday morning a month during the bowling season to allow Terry, our green keeper, to have more time to undertake necessary maintenance on the green, and a number of members have volunteered to help. Despite numerous requests damage to the green is still occurring because bowlers are not noting damage whilst bowling and are failing to use the protective mats. Bowlers who are seen to cause damage will be required to use mats if they are unable to improve their delivery; all bowlers and event organisers need to be more vigilant in this matter.

Mr Miller informed the meeting that Terry is currently in hospital but he hopes to be fit to return to work.

Property

Mr Miller read the report submitted by Mr Roberts, the Property Director.

He listed the works undertaken during 2016: redecoration of sheds and benches, carpet cleaning, installation of porch at entrance door, redecoration of changing rooms, signs

warning of trip hazards installed, repairs to lighting, fire alarm systems and equipment inspected.

He thanked all those who volunteered and assisted with these tasks.

Works planned for 2017: clearance of undergrowth, checking and clearing gutters, replacement of removable section of timberwork at edge of green, carpet cleaning, construction of tables from pallets, renewal of external 'no smoking' signs.

Works planned for 2018: redecoration of outside of pavilion, testing of electrical installation.

Works to be considered for 2018: redecoration of inside of pavilion, renewal of carpet.

Social and Fund Raising

Mr Sweetman reported a number of changes in the membership of the committee. He thanked all the members for their hard work throughout the year.

There has been a full and varied winter and summer programme of events which were detailed in the twice yearly Social Newsletter sent out to all members and posted on the web site. The agreed policy of holding down event prices has attracted good attendances and the budgeted surplus target for the year was achieved and passed. Regular winter activities have generally attracted good numbers and the major events were well attended and very successful.

He announced that he has received a voucher for 4 golfers to play a round of golf at Farleigh Golf Club, Warlingham. There will be a notice posted on the board with details of how to compete for this prize.

An extra event has been organized for Wednesday 19 April at 2.00 for 2.30 pm. This will be a talk by barrister Peter Thompson, followed by tea and cakes.

Bowling Activities

Mr Frost reported that dates would be posted for the 2017 competitions following this meeting. He asked members to consider their availability very carefully before entering competitions, and reminded entrants that they needed to be available for the whole of the Finals weekend. He expressed concern over the large number of walkovers during 2016 and stressed that early communication between competitors is essential.

Housekeeping

Mrs Rowell said she had little to report, as the systems are working well and supplies of consumables are being maintained. She reminded members that it is important to remember to pay when they make cups of tea and coffee as this money funds the provision of further supplies.

She also reiterated that Health and Safety concerns should be reported to her.

Mrs Peskett asked if there was a silver blanket in the pavilion for keeping casualties warm; Miss Belcher replied that there are blankets available in the cupboards above the lockers in the Ladies' Dressing Room. It was agreed that a notice would be posted to clarify where safety equipment is kept. Members were reminded that there is an Accident Book in the First Aid cupboard.

APPOINTMENT OF DIRECTORS

Mrs Parker said that the retirement and appointment of Directors were according to our Articles of Association and no applications had been received under clause 34(b).

Mr Goodson was due to retire by rotation and was willing to stand again for re-election.

Mr Frost, Mr Roberts and Mrs Rowell were appointed by the Board to fill vacancies and are now being recommended as new Directors. Acceptance was proposed by Mrs Foster and seconded by Mr MacLennan and unanimously approved by the meeting.

Mr Holmes proposed a vote of thanks to all the Directors.

ANY OTHER BUSINESS

Defibrillator

Mr Miller opened by summarising the situation to date. The question of the need for a defibrillator was originally discussed at the Board Meeting on 9 September 2015. Many questions were raised about types of equipment and whether treatment should only be undertaken by someone who has undertaken training. It was further discussed by the Board on 6 July and it was minuted that no decision had been reached and was referred back to members for discussion at today's AGM, because of differing advice from professionals and the potential problems associated with responsibility and legal problems.

Further discussion followed with several members expressing views, but it was clear that there was still no consensus. Mrs Tidman suggested that we should invite an expert to attend the club and give us more information and a demonstration. This was agreed and the Board will research and follow up.

Fixture List

Mrs Thorpe asked who was responsible for organizing the final drive of the season. Miss Belcher stated that the drives are the responsibility of the Social Committee and are organized by them in conjunction with the Captains, but Mr Sweetman said that he was aware of this for the Bank Holiday drives but not for the final drive.

Marking Course

Mr Miller said that he has details of a Marking Course at Egham on 1st/2nd April at Egham and asked members to contact him if they were interested in taking part. Mr MacLennan said that he had previously attended one of these courses and highly recommended it.

Coffee Morning

Members were reminded about the Coffee Morning on 22nd April and were asked to bring donations of bric-a-brac and home-made cakes.

The meeting closed at 3.12 pm.