VERWOOD BOWLING CLUB
COMMITTEE MEETING
11th December 2024

Present: Ken Haxby-Thompson, Chrissy Haxby-Thompson, Alan Coul, David O'Toole, Phil Prince, Mal Hancock, Katie Ford, Keith Shaw, Steve Green, Lesley-Anne Skerman, Sandra Campbell.

Ken Haxby-Thompson opened the meeting at 10.00 am.

1) **Apologies for Absence**

One apology from Keith Newman (unwell). Barry Chick absent abroad at present time.

2) **Minutes of Management Meeting**

Minutes of Management meeting held on 11th November, 2024 approved and signed by Ken Haxby-Thompson.

3) **Treasurer's Report**

Nothing to report. Liquid resources still £14,000 with holding of £700.00 for Christmas meal.

4) **Greenkeeper's Report**

Not a lot to report at this time of year. Mats need inspecting. There are yellow patches on green but basically OK at present time. We may need to do another treatment for Leatherjackets in the new year. Fungus due to damp conditions.

5) **Captain's Report**

Dave O'Toole has put us into the Percy Baker League on Mondays.

6) **Membership**

There appears to be difficulty with e-mails being received (some Committee members not on the Committee e-mail). It was agreed that Keith Shaw will sort this out.

Keith Shaw told the meeting that Norman Pierce is going to print off new Renewal Forms. Ken Haxby-Thompson asked for a show of hands of people willing to

deliver these by hand (this being the best way to send them out) and there was a healthy show of people willing to take on the task.

7) **Correspondence**

Sandra Campbell received an e-mail from Kim Tavener (President and Hon Secretary of the B&DWBA) requesting contact details for our ladies. As we have not formulated a ladies team Sandra Campbell will reply telling her that that is the situation at present.

8) **Publicity**

Keith Newman met up with Katie Ford. Newsletter being written up by Katie. A Fixtures Secretary is needed and this will be publicised on the Newsletter.

Nothing going on in December but one thing to be looked at is Katie Ford not being on the Committee e-mail.

Mal Hancock said there were four quizzes in the future which are all on the website.

9) **Fixtures**

Nothing to report this month (closed season). There was a discussion regarding how many fixtures we should arrange. Ken Haxby-Thompson wanted to know how many friendlies we will be able to arrange maybe with West Moors, Ringwood and others (he posed the question whether we have ever had friendlies).

Alan Coul said we already have four leagues. We should leave it open for now. We could send invites out with alternative dates.

Ken Haxby-Thompson will gather some more information on this. Steve Green suggested he could ask clubs where he used to play whether they would be interested - agreed.

10) **Social Events**

Chrissy Haxby-Thompson asked how we were going to collect the money at the Christmas Coffee Morning being held on Saturday the 14th December, 2024. Discussed and it was decided that Alan Could would collect the money.

Chrissy Haxby-Thompson said we give a Christmas gift to Sheila and Peter (key holders). It was agreed that we would give them a £30 Gift Voucher.

All looking forward to the Christmas Lunch on the 19th December, 2024 at Remedy Oak.

11) **Any Other Business**

1) Safeguarding Officer, Steve Green, said there was a lot to go through.

a) Steve has had many courses to complete (on-line) - all completed.

b) Bowls England has a list of templates we can use now we have a Safeguarding Officer.

c) Bowls England/Bowls Development Alliance recommend the Safeguarding Officer be on the Committee. Steve Green is happy with this and will now attend all Committee Meetings.

d) We are now registered and affiliated to Bowls Dorset/Bowls England.

e) In his previous employment Steve was DBS checked. However he needs a current DBS. It is £21.38 pence to go through DBS procedure - agreed.

f) It is also recommended that Safety and Safeguarding be the first item on the Agenda. Agreed.

g) Steve has written a Safeguarding Policy tempered to our club.

h) We need a Code of Conduct tempered to our club with our logo. It was agreed Members need not sign this.

i) Ken Haxby-Thompson said we should have a Disciplinary Procedure, again tempered to our club. Steve Green to organise this and print off for display in clubhouse.

All above to be checked and discussed at next meeting.

j) Steve Green will take over the Defibrillator management and keep a check on the First Aid Kit. There should be a monthly check on-line (£140.00 per year). Do we need to do this? Mal Hancock said his neighbour knows about this through his employment. He said he will ask him if he is willing to give a Demonstration of how to use the Defibrillator.

2) **Tiding up Clubhouse, shelving etc..**
It is thought that the Clubhouse could do with a spring clean. One bookcase on the wall the other underneath, could be positioned on the wall next to the other one. Also there are two Hostess Trolleys neither are now used and five vacuum cleaners. Katie Ford (Publicity Officer) said she will advertise the

Hostess Trolleys for sale and we need to speak to Sue Child about the vacuum cleaners (whether we need five).

There are several bowls bags, sets of bowls and bowls paraphernalia in the Clubhouse. Most has been there the whole year. We should have a sort out. Agreed.

3) Mal Hancock - application forms for membership. These should be distributed in January for 1st February, 2025 applications for membership (see **6) Membership** above).

4) Katie Ford asked if we could have continuity with the date of the Committee Meeting each month. It was decided that the Committee Meeting will be held on the second Wednesday of the month - agreed. Therefore the next Committee Meeting will be held on Wednesday the 8th January, 2025.

As there was no other business to discuss the meeting was closed by Ken Haxby-Thompson at 10.38 a.m..