

SUFFOLK LADIES COUNTY GOLF ASSOCIATION

Minutes of the Governing Body Meeting held on Monday 22 November 2010 at Waldringfield Golf Club at 10.30am

Present

Mrs Judy Hamshere	President
Mrs Mary Wilderspin	Captain
Mrs Sheila Jarvis	Vice Captain & 2 nd Team Captain
Miss Ann Graves	Chair & Handicap Adviser
Mrs Anne Archer	EWGA Representative
Mrs Sue Cook	Acting Hon Secretary
Mrs Kay Anderson	Junior Organiser
Mrs Maureen Lloyd	Senior Organiser
Mrs Sandra Ball	Championships Organiser
Miss Hermione Scrope	Hon Treasurer
Mrs Alison Nielsen	Cranworth Organiser
Mrs Cynthia Stewart	Centenary/Coronation Foursomes Organiser
Mrs Tina Daubney	Division Meetings Organiser
Mrs Jeanette Longman	Acting Minutes secretary

1. Apologies

Mrs Cynthia Robinson and Mrs Jane Izod

2. Minutes

- **Item 7 – Author of 1st team report should have read Mary Wilderspin.**
- **Item 12 – organiser should read Ann G.**

After these alterations the Minutes of the meeting held on 27 September 2010 were taken as a true record and signed

3. Matters Arising

- Item 6 – Haskell – It was agreed that the Home Team would offer three dates (to include one weekend and one midweek date)
- Item 6 – Cranworth – the recommendation with regards to providing refreshment should be extended to include Divisions and County Events. The Committee recommend that no refreshments on the course be provided – if a Club chooses to do so, it should be at their own expense
- Item 6 – Caddies – The following were agreed as amendments/additions to the Guidelines for caddies:
 1. The Committee recommends that caddies should be chosen from other ladies within their section of the Club
 2. The Committee recommends that, in order to speed up play, caddies should only be permitted on the green in order to tend the flag
 3. As a footnote the following paragraph will be added - “In the interests of avoiding slow play, Captains should take note of the length of time taken to play each match”. This request will be reiterated when the Competition Organisers send out their letters to the Team Captains (the data will be especially useful during the

trial period of the Cranworth).

4. Correspondence:

- Tony Dobson asked for mention or a link on the SLGCA website to Stonham Barns Driving Range – it was agreed that all golf ranges will be included on our website (stating whether they are affiliated or non-affiliated) **ACTION: Jeanette**
- Chris Oldrey, Thorpeness requested that clubs be advised earlier in the year if their course should be kept free for a final. It was agreed that the County Competition organisers would meet early in the year to decide which Clubs should be chosen to host semi-finals and finals (in the case of finals, it will be necessary to choose three courses to ensure that finalists do not play on their home course – the final decision could then be made nearer the time) **ACTION: Competition Organisers**

5. EWGA Representative's report - Anne Archer

Appendix 1

Anne A is organising a Senior Eastern Region Championship. This will be played on 12 July 2011 at Haverhill and will be an 18 hole Medal Competition with a maximum handicap of 20. The cost will be £25 per head to include coffee on arrival and a meal. A Facility Fee will be paid to Haverhill. There will be Champion and Scratch prizes, as well as various prizes for over 50s, over 60s and over 70s.

Courtesy Rounds

It was felt that it should remain the responsibility of Team Captains to check whether a £15 courtesy round fee is required for practice rounds before County Competitions

Cranworth

Feedback is being received with regard to the Cranworth being played on neutral courses. It was felt that all feedback (in writing) should be reviewed at the end of the two year trial.

Seniors Competition

It was decided that, as time was limited, this item should be postponed until the January meeting

Australian Spoons

It was confirmed that the handicap limit is 21

Alternate Day Competitions

Felixstowe were asked to raise their concerns with Ann G – as yet, they have not contacted her

100 Club

The winner was Anne Archer (Thorpeness) and the runners up were the Halesworth Ladies Section and Sarah Beeton (Woodbridge). The results are on the SLCGA website. The draw will be open to new entrants next year. The Committee expressed its thanks to Sue Cook for the successful implementation of the 100 Club.

EWGA/EGU Merger

Judi Walker attended the recent Board Meeting. The Committee commented that there appears to be a lack of information available and the provision for only three roadshows during the winter would probably not remedy this. It was, therefore, felt that March was too soon to be asked to vote. Anne A will email Judi Walker with our concerns.

ACTION: Anne A

EWGA Database

The Committee agreed to collect email addresses from AGM attendees

6. Competitions Secretary's Report

There was nothing to report

7. County Competitions

There was some discussion with regards to individual matches being played to a conclusion when an overall result has already been attained. The Committee felt that, at this stage, it should be a decision that is left to the discretion of the two Captains involved.

- **Haskell & Stearn**

Appendix 2

- **Weston**

A letter was sent to Ladies' Captains regarding the format and rules for the 2011 Weston Competition. A copy of this letter is available to read on the website – Weston Review on the News page

Felixstowe informed the Committee that they were unable to have the Trophy engraved as it had been damaged. The Committee asked Sheila to check the Trophy and, if necessary, to bring the Trophy to the AGM for the Committee to decide on the necessary repairs **ACTION: Sheila**

- **Cranworth**

An email has been sent to the Clubs informing them that this Competition will be played on neutral courses. The initial feedback is that most Clubs are happy with the concept of playing on neutral courses, with one Club stating that they are not happy with the choice of venue– however, as stated in Item 5, all feedback will be considered after the two year trial has ended.

It was noted that Bungay's course will not be available for use in the 2nd round.

8. Team Reports

- **1st Team report**

Mary reported that Hermione Fitzgerald, Royal Worlington, is to turn professional and will, therefore, no longer be eligible for the 1st team. She expressed her thanks to Hermione for her commitment and informed the Committee that Hermione had sent a letter thanking SLCGA for an enjoyable year playing for the Suffolk 1st Team.

- **Code of Conduct**

Sheila produced a Code of Conduct that had been written by Norfolk. After some discussion, it was felt that some amendments should be made and Sheila agreed to rewrite this paper and amend the title to read “Guidelines for County Players”

ACTION: Sheila

- **2nd Team**

Sheila informed the Committee that Herts has withdrawn from the league for 2011, leaving four teams

The format for 2011 will be that each county will play 3 foursomes in the morning and 6 singles in the afternoon. The Final day will consist of 8 players from each County playing 2 singles matches against each of the other Counties.

- **Senior Organiser's report**

Appendix 3

Maureen queried what she should do with some old and worn uniforms (mainly polo shirts). It was agreed that they should be donated to Sarah Wilson's charity shop.

ACTION: Maureen

- **Junior Organiser's report**

Appendix 4

9. Treasurer's report – Hermione Scrope

Appendix 5 – Financial Statements 31 October 2010

Budget

The Budget is in its first draft and will be issued in due course.

Expenses

Appendix 6 – Finance Sub-Committee meeting (6 May 2010)

Hermione requested that all outstanding expenses should be claimed as soon as possible.

It was agreed that full mileage costs will be paid for the EWGA Delegate attending EWGA meetings

DECISION

It was suggested that prizes for County Competitions should be dependent on the number of entries. Hermione will suggest a formula for determining the prize money for future competitions and will report back to the next Committee meeting

ACTION: Hermione

Facility Fees

With regards to Facility Fees to hosting Clubs, it was agreed that the following fees should be paid:

DECISION

Championship - £300

Divisions: less than 30 entrants = £100; 31-50 entrants = £125 and 50+ entrants = £150

Centenary Foursomes - £150

Coronation Foursomes - £200

Knockouts on Neutral Courses:

Weston - £50 for Semi-Finals and £75 for Final

Haskell and Stearn - £75

Bursaries

The Finance Sub-Committee had received a request for financial assistance from a Junior and an ex-gratia payment of £250 was paid.

However, it was felt that a Bursary Fund should be set up for this purpose and, in future, all ladies/juniors in full time education and with a handicap of 10 or less will be eligible to claim for assistance. It was agreed that an amount of £1500 should be allocated to this Fund and that the Finance Sub-Committee should consider applications and recommend apportionment of this Fund.

DECISION

County Credit Card

The Committee was informed that this would need to be a debit card, as opposed to a Credit Card. It was suggested that the two users would be the 1st Captain and the President. The necessary forms will be completed and this account set up

ACTION: Hermione

10. Golf Partnership

Appendix 7 – SGP Meeting – 15 October 2010

Appendix 8 - Forum - 9th November

GB Representation on the SGP for 2011

Sue will stand down at the end of the year. Initially, Kay has agreed to replace her.

Suffolk CGP Child Protection Policy

The Policy was unanimously adopted by the Governing Body.

However, there was concern expressed over the necessity for application forms needing to be completed when Clubs offer assistance for a single event being held at their Club. Kay will raise this concern at the next meeting

ACTION: Kay

11. GB Nominations

As yet, there has been no nomination for the post of Minutes Secretary. Another request will be sent to all Clubs. It will be announced at the AGM that we will have to employ someone

to take the minutes of the GB meetings and AGM if no volunteer comes forward

ACTION – Sue

**12. County Captain, Vice-Captain and CJO's Meeting
Appendix 9**

13. 2010 Senior Matchplay Competition

This will be discussed at the next meeting

14. Website

The initial feedback has been positive.

Six bottles of wine was suggested as a thank you to George Hazell to express the Committee's appreciation for his efforts with the website.

ACTION: Hermione

15. AGM Agenda and Arrangements

Jeanette agreed to take the Minutes

The following roles were allocated:

- Coffee/Tea/Biscuits – Alison, Cynthia S, Cynthia R
- Apologies and Attendance Register (including email addresses) – Kay
- Raffle – Tina, Ann G

Coronation Medals

Cynthia S will send letters to the winners (and captains) inviting them to the AGM to receive their prizes.

16. Resolutions

There were no resolutions.

17. Blue Book Update

The Committee viewed the draft and amendments were noted by Sue. It is intended that the Blue Book will be sent to the publishers shortly

ACTION: Sue

18. Any Other Business

- It was brought to the Committee's attention that the the pottery EWGA plate may be missing. Anne A will contact Hintlesham to check whether they have already received it.
- Mary thanked the Committee for their support during her time as Captain, especially Cynthia S and Sue who leave the GB in January

ACTION: Anne A

19. Date of next meetings

AGM

Saturday 8 January 2011 at Kesgrave Memorial Hall – 10.30am

GB Meeting

Monday 24 January 2011 at Waldringfield GC – 10.00am

Postscript:

Because the meeting had to end abruptly due to the time, the President did not have time to make a closing statement and has asked that this is included in the Minutes.

Whilst retiring officers of the GB will be thanked formally at the AGM, Judy wanted to

thank them personally, particularly Cynthia Stewart who had done such a good job in organising venues and competitions during the year.

Judy wanted to thank Mary for all she had done during her two years as Captain and for her valuable contribution to the GB meetings.

Judy also wanted to thank Sue Cook for valiantly taking on the role of Secretary when no one else was prepared to do it and doing the job in such a thorough and professional manner. Finally, Judy wanted to thank Ann for undertaking the position of Chairman for the past year. She wishes all of the Committee a Happy Christmas and New Year.

Chair

.....**Date**.....

APPENDIX 1

EWGA Eastern Region Meeting – 25th October 2010

Judy Hamshere attended in my absence. Minutes now received with the following points calling for specific comment:

County Match Week format: addressed in parallel via the County Captain's Meeting.

Competitions: discussed including matters relating to Juniors'. Some Juniors' are apparently being discouraged from entering Club Competitions. The 2011 EWGA Handbook will address.

Handicaps: dissatisfaction was expressed with the current CONGU handicapping system, but as there is no review imminent it was agreed that this issue should be dealt with by County Handicap Advisors.

Regional Administrator: post remains open.

Merger: the committee welcomed Sue Whitaker who addressed the meeting and a copy of Sue's paper has been circulated to all GB Members and Club Delegates.

Minutes: full copy is on the EWGA website.

EWGA Delegates Meeting – 8th November 2010: Minutes below.

Anne Archer
21st November 2010

ENGLISH WOMEN'S GOLF ASSOCIATION Suffolk Delegates Meeting held at Bury St Edmunds Golf Club on Monday, 8th November 2010

1. **Apologies:** Received from Aldeburgh, St.Clements, Seckford & Southwold.
2. **Welcome:** A welcome was extended to new delegates, Captains' & Vice-Captains. The Chairman gave a short resume of the meeting's function, which is to provide a forum for Clubs through their Delegates to air their views on all matters relating to ladies golf at local or national level. When appropriate matters are referred to the County Governing Body (GB) for their consideration.
3. **Minutes of the last meeting:** Agreed to include 2-corrections: Apologies from Bungay and Item 4 should read Anne Archer not Liz Robinson
4. **Matters arising:**
DMD's: The County has agreed that for 2011, these may be used in all competitions.
County Competitions – Haskell, Stearn & Weston: The 2011 draws have been made and are available on the SLCGA website. The Haskell has been separated from the Stearn. The use of neutral course is being trialled in the Cranworth so will not be extended to the Stearn at this time. The Weston will have a semi-final and final.
Seniors' Competition: To start in 2012.

5. **Report from EWGA Eastern Region Meeting:** Judy Hamshere, County President, attended and subsequently a paper on the Merger was circulated to Delegates.
6. **Merger:** Delegates will be kept advised
7. **100-Club:** £1180 has been raised from 237-members, which after paying £40 for the licence left £570 for the members and the same amount for the County. However, the meeting decided to award quarterly prizes of: 1 x £100 & £2 x £25. Given the draws will take place at the four EWGA Delegates' Meetings each year a total of £600 will be awarded in prizes with £540 going to County funds. There will be no more entries accepted for 2011, as stated on the reverse of the Entry Form but entries will re-open in Autumn 2011. The draw was made by Judy Hamshere and a list of winners is available on the SLCGA website.
8. **AOB:**
 - Alternate Day Competitions:** Raised by Felixstowe, who were asked to contact Ann Graves, County Handicap Advisor.
 - Courtesy Rounds:** Raised by Stowmarket. Would players still be asked to pay £15 for a practice round? The matter will be referred to the GB but it was felt that charges would continue.
 - Cranworth – Neutral Courses:** Rookery have already experienced problems
 - Seniors Competition:** Haverhill would like the handicap limit to be raised from 24 to 28. This request will be referred to the GB.
 - Australian Spoons:** Woodbridge asked whether the handicap limit has been reduced from 21 to 20. AFA said that she would check and revert.
 - Midlands Vets:** Liz Robinson handed out application forms to all present.

Date and Venue of Next Meeting: Diss Golf Club on 21st February 2011 at 10.30am.

Anne Archer
8th November 2010

APPENDIX 2

THE HASKELL AND STEARN

The finals took place on Monday, October 4th at Bury St Edmunds Golf Club. Aldeburgh won their match against Ipswich in the Haskell while Felixstowe defeated Gorleston in the Stearn. As Julie Latimer Jones has written a very thorough report which can be found on the website, I feel that it is unnecessary for me to say more. I must say that she has been most helpful, turning up to report on the semi-finals and finals. She writes so well.

It was a very wet day on October 4th and Bury St Edmunds greenstaff are to be congratulated on their efforts to keep the course playable. In fact, all the staff and club members at Bury were superb and could not do enough to look after us. I thought that the food was very good and that the catering staff coped very well at lunchtime with the extra sandwiches that were needed for spectators. I can thoroughly recommend this club as a venue for matches.

I have made a mental note that I must arrange for someone to be available to take photographs in case Tony Garnett does not turn up! I am afraid that my photographic skills would be inadequate for such an occasion.

I should like to say a big 'thank you' to Mary and Judy and, also to, Patsi and Jackie, the Bury Captain and Vice Captain. Without their help and support, my task would have been much more difficult.

Cynthia Robinson
(Organiser of the Haskell and Stearn)

APPENDIX 3

Suffolk County Seniors – Report (for meeting 22.11.10)

The last report from me this year on behalf of the Seniors.

Our final match of 2010 was, as always, against the Suffolk Vets at Aldeburgh.

The match was played in torrential rain. It was very hard going, but despite the very bad, wet conditions, all but one group completed the entire 18 holes.

The match resulted in a win for the Seniors 2.1/2 to 1.1/2.

We had a very nice “high tea” after the game, it was a real treat to try out so many different cakes.

This year we played 6 matches. We won 4 and lost 2.

My thanks to all those ladies who played during my first year as Senior Organiser. I have to say, the job has been made very easy, by such a super group of willing and co-operative players. It has certainly been a pleasure, and I look forward to yet more successes in 2011.

Maureen Lloyd
Senior Organiser

APPENDIX 4

Junior Report to the Governing Body November 2010.

To be read in conjunction with the Minutes of the Junior Committee Meeting of 12.10.2010, already circulated.

Training: The sessions at Bramford and Bungay are now complete for the year. It is planned to restructure the morning group at Bramford for 2011, with emphasis on girls who are now too old for Academy training.

The combined Christmas Jamboree will be on Dec. 11th. at Bramford, when around 40 girls are expected to take part.

3 girls were nominated for EWGA Birdie training but none was selected.

Competitions and Events: the Lady/ Junior Foursomes were played at Waldringfield GC on October 17th. in fine autumn weather. Scores were very good, and Mary Weavers, the Vets' President, presented the SVLGA trophies to Michelle Wilce (Fynn Valley) and her daughter Abbie Symonds (Ipswich).

The Autumn Meeting at Ipswich GC on October 28th. involved 24 girls, almost all of whom now have handicaps. (When this event was first played in 1995, only 4 girls played on the main course!) Blaize Esmond won the scratch prize with 75, and Emily Rothwell the 1st. handicap. There were also prizes for Stablefords, and Putting competitions. We are again grateful to 'Top That Publishing' and others who donated prizes.

Matches: Sarah Howe, Blaize Esmond, Charlotte Double and Charlotte Fawdry have played in Ladies' practice matches.

Individual Successes: Heidi Baek leads the girls' qualifiers for the Telegraph Junior Golf final in Abu Dhabi later this month. She is ranked 7th. in the EWGA Girls' Order of Merit for 2010.

Sarah Howe has successfully completed PGA Level 1 training.

Blaize Esmond won the Suffolk Schools' Girls' championship.

Melissa Schroeder won the Suffolk Schools' U16 Champs., and played in the Rushmere team placed 3rd. out of 14 in the Junior Home Nations Championship.

Sarah-Jane Barker has won 6 Ladies' trophies at Rookery Park this year, including two knock-outs.

At the SCGP Development Conference, Alice Barlow won a SCGP Golf Academy Award for progress, Holly Davies won the Young Volunteer award for her work with Girls Allowed at Stowmarket GC and Sheila Laws won the Lifetime Volunteer award.

Inter Counties Meeting: A Junior County Matchweek will be held as a trial in 2013. Copies of the Norfolk 'Code of Conduct' and the English Schools' Golf 'Advice to Spectators' were circulated with a view to adoption by the 6 counties for juniors.

Suffolk Academy: 18 girls are expected to continue in 2011, with a chance for others to join via the Talent days in February half term.

Kay Anderson, CJO

November 2010.

APPENDIX 5
SUFFOLK LADIES' COUNTY GOLF ASSOCIATION
FINANCIAL STATEMENTS
31 OCTOBER 2010

**SUFFOLK LADIES' COUNTY GOLF ASSOCIATION
INCOME AND EXPENDITURE ACCOUNT
YEAR ENDED 31 OCTOBER 2010**

	Notes	£	2010 £	£	2009 £
INCOME					
Members' Subscriptions			13,468		10,900
County Cards			1,896		2,760
Surplus from Inter-Club Knock-out Competitions	2		386		129
Surplus from Competitions	1		2,345		1,425
Suffolk Golf Day	3		1,056		1,583
Sponsorship and Donations			823		1,010
Bank Interest			19		97
Miscellaneous			237		235
			<u>20,230</u>		<u>18,139</u>
EXPENDITURE					
Administration	4	5,022		4,907	
Teams and Matches	5	8,580		10,152	
Donations and Subscriptions	6	10		311	
Juniors	9	<u>1,500</u>		<u>1,000</u>	
			(15,112)		(16,370)
			<u>5,118</u>		<u>1,769</u>
Income tax			(4)		(29)
NET SURPLUS FOR THE YEAR			<u><u>5,114</u></u>		<u><u>1,740</u></u>

**SUFFOLK LADIES' COUNTY GOLF ASSOCIATION
BALANCE SHEET
YEAR ENDED 31 OCTOBER 2010**

	Notes	£	2010 £	£	2009 £
FIXED ASSETS					
Cups and Trophies			23,075		23,075
Computer			645		645
CURRENT ASSETS					
Debtors	7	541		487	
Balance as Bank					
Current Account		8,347		1,950	
Deposit Account		35,232		35,213	
		<u>44,120</u>		<u>37,650</u>	
CURRENT LIABILITIES					
Creditors	8 & 9	(4,816)		(3,460)	
			39,304		34,190
			<u>63,024</u>		<u>57,910</u>
ACCUMULATED FUNDS					
Income Fund as at 1 November 2009		34,835		33,095	
Surplus for the year		5,114		1,740	
Income Fund as at 31 October 2010			39,949		34,835
Capital Fund as at 31 October 2010			23,075		23,075
			<u>63,024</u>		<u>57,910</u>

We approve the financial statements set out on pages 2 to 5 disclosing a surplus of £5114 in respect of the year ended 31 October 2010. We confirm that we have made available all relevant records for the preparation of preparing these financial statements.

Miss HC Scrope
Treasurer

Mrs. M. Wilderspin
Captain

SUFFOLK LADIES' COUNTY GOLF ASSOCIATION
NOTES TO THE FINANCIAL ACCOUNTS
YEAR ENDED 31 OCTOBER 2010

		2010		2009
	£	£	£	£
1 SURPLUS FROM COMPETITIONS				
Entrance Fees		9,030		8,588
Less: Facility Fees	925		925	
Catering	4,355		4,294	
Organiser's expenses	156		235	
Vouchers	1,149		1,237	
Engraving	100		472	
		<u>(6,685)</u>		<u>(7,163)</u>
Net profit		<u>2,345</u>		<u>1,425</u>
2 SURPLUS FROM KNOCK OUT COMPETITIONS				
Entrance Fees		1,795		1,425
Less: Facility Fees	525		500	
Catering	807		715	
Organiser's expenses	77		81	
		<u>(1,409)</u>		<u>(1,296)</u>
		<u>386</u>		<u>129</u>
3 SUFFOLK GOLF DAY				
Entrance fees and donations		3,470		4,026
Less: Green Fee	150		0	
Hintlesham Golf Club catering	1,791		1,943	
Prizes	400		500	
Organiser's expenses	73		0	
		<u>(2,414)</u>		<u>(2,443)</u>
		<u>1,056</u>		<u>1,583</u>
4 ADMINISTRATION				
CA		550		875
Travel		498		318
Stationery, Postage and Telephone		41		480
Meeting expenses		390		554
Insurance		1,371		1,240
Accountancy		108		96
Handbooks		910		834
Miscellaneous		214		336
Website		940		174
		<u>5,022</u>		<u>4,907</u>

**SUFFOLK LADIES' COUNTY GOLF ASSOCIATION
NOTES TO THE FINANCIAL ACCOUNTS
YEAR ENDED 31 OCTOBER 2010**

	£	2010 £	£	2009 £
5 TEAMS AND MATCHES				
1st, 2nd Teams and Seniors		5,372		6,275
Uniforms and Stock write-offs		931		452
Facility Fees		310		435
County Training		1,710		2,990
		<u>8,323</u>		<u>10,152</u>
6 DONATIONS AND SUBSCRIPTIONS				
ELGA Trust		<u>10</u>		<u>311</u>
7 DEBTORS				
Sundry		130		23
SGU County Cards		411		464
		<u>541</u>		<u>487</u>
8 CREDITORS AND PAYMENTS IN ADVANCE				
Inter-Club Knock-out match fees for 2011		1,695		1,795
100 Club		1,140		
Unredeemed vouchers		319		334
Sundry Creditors		408		168
Income Tax 2010		4		0
Income Tax 2009		0		21
		<u>3,566</u>		<u>2,318</u>
9 JUNIORS				
Opening balance		1,142		358
Aldeburgh Golf Club Charity Auction		0		438
Donation		1,500		1,000
Paid to Juniors		(1,392)		(654)
		<u>1,250</u>		<u>1,142</u>

APPENDIX 6

NOTES OF THE MEETING OF THE FINANCE SUB-COMMITTEE ON WEDNESDAY 6th MAY 2009 AT STOWMARKET GOLF CLUB

- 1 Present were:
 - Hermione Scrope
 - Sheila Jarvis
 - Carol Hines
 - Mo Pearson
 - Kay Anderson
- 2 The purpose of the meeting was to discuss the claiming of expenses by members of the Governing Body and team players and the type of expenses to be reclaimed, and to make recommendations to the Governing Body.
- 3 It is suggested that the expenses to be eligible for reimbursement should be travelling costs (subject to certain criteria), phone calls, postage costs and stationary costs (for those not getting an Honorarium)..
- 4 With regard to travelling costs at the present time 25p is reimbursed but it is not clear as to who and when this amount can be claimed. After discussion it is proposed that the Governing Body consider the following criteria for claiming the mileage allowance which should remain at 25p per mile.

4.1 Attendance at Meetings:

It is suggested that anyone attending appropriate meetings should be able to claim 25p for each mile over 50 miles. The 50 miles should be calculated by reference to the total mileage from home to place of meeting and return to home.

4.2 Playing in Matches:

For County Week it is suggested that the players should be able to claim 25p per mile for each mile over 50 miles

For 1st Team Matches it is suggested that the players should be able to claim 25p per mile for each mile over 50 miles.

For 2nd Team Matches it is suggested that the players should be able to claim 25p per mile for each mile over 50 miles

For Senior Team Matches it is suggested that the players and Captain should be able to claim 25p per mile for each mile over 50 miles. **For the organiser the cost of a meal would also be allowable.**

For those in full time education the 50 mile limit does not apply.

For Junior Matches it is suggested that the Junior Organizer and Team Captain should be able to claim 25p per mile for each mile over 50 miles

For all of the above the 50 miles should be calculated by reference to the total mileage from home to venue of match and return to home.

5 Expenses re County Competition:

It is suggested that the organisers of these competitions should be reimbursed for mileage costs and also any postage incurred and cost of a meal on the day of the competition.

6 Expenses re Divisional Matches

It is suggested that the organisers of these competitions should be reimbursed for mileage costs and also any postage incurred and cost of a meal on the day of the competition.

7 Overnight expenses:

Due to the distances that the 2nd Team has to travel to some of its matches it is necessary for some members of the team to spend the night near the match venue. It is suggested that they be allowed to claim for a nights accommodation based on the price of a reasonable hotel i.e. Travel Lodge
If they claim for the Overnight Allowance they cannot claim the mileage allowance as well. **Mileage over 50 miles can be claimed.**

8 Honorarium

We looked at the Honorariums which are currently be paid which are as listed below:

	£	
President	100.00) Honorarium replaced
Captain	175.00) by claim for full expenses
Secretary	150.00	
2 nd Team Captain	75.00	Honorarium replaced by Claim for full expenses
Treasurer	125.00	
Junior Organiser	125.00	
Competition Secretary	125.00	Replaced by £25 for the 6

8.1 The purposes of the Honorarium is a contribution to these Officials for the additional costs incurred..

8.2 This year as there is no one Competition Secretary the Honorarium has not yet been paid. It is recommended that the 6 individuals running the Competitions be paid £25.00 each

8.3 It is also recommended that the Honorarium for the President be increased to £125.00 and the Honorarium for the 2nd Team Captain be increased to £125.00.

9 Uniforms:

We have spent a great deal of money on Uniforms over the past two years. It is thought that the current policy on Uniforms is as follows:

1 st Team	Uniforms are supplied by the County
2 nd Team	There is a pool of Uniforms available for players
Seniors	Pay for their own
Officials	Blazers are passed down
Competition Organisers	Pay for their own

9.1. It is suggested that the Team Captains be asked to produce an inventory of the amount of uniforms that we currently have.

9.2 Consideration should be given to providing a shirt and sweater for the Competition Organisers..

10 Delegates Meetings

The County will pay for coffee at Delegates meetings.

Writing in red agreed at Governing Body meeting of 26th June 2009

Writing in blue agreed at Governing Body meeting on 28th June 2010

APPENDIX 7

SUFFOLK GOLF PARTNERSHIP

Minutes of Meeting held on Friday 15th October, 2010 at
FELIXSTOWE FERRY GOLF CLUB

Present: Colin Firmin (Chair), Charlie Damonsing, Bill Darling, Judy Hamshere, Steven Peet,
Alastair Spink, Wendy Wootton, Kelvin Vince

Apologies: Sue Cook, Katie Cooper, Tony Dobson, Tony Garnett, Terry McEntee
Lorna Burroughes has resigned from the committee due to family commitments

MINUTES of the meeting held on the 24th August, 2010 were approved and signed.

3. ACTION FROM LAST MEETING

Retention Toolkits – these are now going out to the 13 Clubs who requested them.

Data Protection Licence – Steven will look further into this, but it does appear that the Partnership does not require a Licence.

S.P.

Pop Up Banners – it is important that these Banners are ready for the Conference.

T.D.

Marketing Booklet – Steven has sent Tony Dobson the Bedfordshire booklet.

4. REPORTS

a) Treasurer - Charlie has produced the Accounts to the 31st March, 2010 but before they can be formally adopted, Charlie needs to look at the Disability Project costs.

Accounts to the end of September 2010 were circulated, showing that the Partnership is in a healthy position. We are due to receive a grant from England Golf, probably in November. Cash has been earmarked for the Academy costs as well as a project for adult recruitment.

b) County Development Officer – in addition to Alastair's Report, the Level 1 Workshop was successful with 7 people attending and all saying how much they enjoyed it.

c) Regional Development Officer – no further news on the merger.

d) Golf Foundation - a written report had been received from Katie.

e) Suffolk Sport - the only point raised is the date of next year's Suffolk Show – 1st/2nd June, 2011.

5. SUB COMMITTEE REPORTS

i) County Academy Programme – Bramford has now completed their year and letters have been sent to parents to either invite the children back, to not invite the children back, or to send them on to county training. There will be more trials in February 2011. Alastair did send out a survey to parents – 50% response showing that in general the parents were happy with the Academy. It was suggested that any Testimonials should be put on the website.

A.S.

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ii) Marketing & Communications – Steven will contact Tony Dobson to suggest that he formulate a marketing plan and diary of planned events i.e.

- Utilise a Press Officer
- Produce a newsletter (quarterly)
- Update the website weekly
- Have permanent contact with the media
- Keep in touch with the PGA and S.G.U.
- Produce a booklet
- Produce a Flyer to send out to all clubs

It was agreed that the Marketing Committee should meet to discuss future actions and responses.

iii) Club and community – Alastair, Kelvin and Bill met to discuss the nominations for the County Golf Partnership Awards – 4 categories with 4 nominations. Bill will put together a paper on each Nomination to be used in the Presentation at the SGP Conference. Bill will give Colin this information for approval and he will then pass it on to Steven.

B.D./C.F./S.P.

iv) Events & Projects – a report has been submitted

6. ANY OTHER BUSINESS

Bi-Annual Review – Steven thanked Colin and Alastair for their work on the Review and suggested that in future to try to update it as the year progresses. From the Review the priorities are to recruit more 16+ people, utilise the workforce i.e. identify people who the Partnership could use such as a Webmaster, someone to produce a regular Newsletter etc..

SGP Golf Development Conference – Colin wrote to all Clubs to invite delegates to attend - 2 Clubs have responded – Bungay and Newton Green. A good response from the S.G.U. and Alastair will remind the Pro's who have worked in the Academies.

A.S.

Colin will send an e.mail to all Clubs as a reminder.

C.F.

Name Tags will be given and Wendy will “meet and greet” and collect e.mail addresses from those that attend.

Alastair will produce a leaflet and will liaise with Wendy re: printing

A.S./W.W.

Steven felt it a good idea to have a selection of photos that could be projected and Alastair will put these together.

A.S.

After the Conference the comments gathered during the Group discussion will be collated and sent to all Clubs.

Committee member photographs – we are still short of the ladies photos.

J.H./C.D./W.W.

16+ Recruitment – we have £6,000 in the budget and after some discussion it was decided to go ahead with a similar project – “Introduction to Golf” and the committee have been asked to come up with a suitable title.

All committee

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Alastair informed the meeting that to run this type of project successfully the Partnership should offer some kind of incentive to the Professionals and he will investigate whether we could use some of the Coach Development money.

A.S.

To promote this new project, Alastair will make this part of his Speech at the Conference.

A.S.

School Sport Partnership – this was also thought to be an excellent group to work with and Alastair will look into this and obtain a contact name.

7. DATE OF NEXT MEETING – Monday 29th November, 2010 at 2.00 pm at Bury St.Edmunds.

APPENDIX 8

Suffolk Golf Partnership Annual conference 2010

The first Annual conference was held on Tuesday, 9th November at Fynn Valley golf Club by kind permission of Tony Tyrrell, the Managing Director.

The evening comprised a short history of the England Golf Partnership together with the formation of County golf Partnerships; the current state of England Golf and a report on the proposed merger between the EGU and the EWGA, by the Regional Development Officer, Steven Peet; a report of the current work and achievements of the Suffolk golf Partnership was given by Alastair Spink, the Suffolk Development Officer; a Q & A session; a short forum and the presentation of awards.

Awards were presented to the junior golfers who had achieved the most from each of the Suffolk Academy centres - Alice Barlow (Newton Green GC), won the award from the Newton Green centre. Ransomes Jacobsen sponsored these awards. Bungay and Waveney Valley GC was the golfmark club of the year.

The 2010 Suffolk Golf Volunteer Awards were awarded and the winners were as follows:

Holly Davis, Graham Hurren, and Wendy Wootten received awards for their contribution to golf in 2010, and Sheila Laws was presented with a lifetime award for her contribution.

Sue Cook

November 2010

APPENDIX 9

Minutes of the East Region Captains' meeting held at Gog Magog Golf Club 11am Wednesday 3rd November 2010

In attendance: Ann Green (Herts County Capt), Jackie Foster (Herts First Team Capt), Julie Nedza (Herts Vice Capt/CJO), Judi Walker (Chairman East Region), Brenda Skudder (Essex County Capt), Amanda Colgate-Herbert (Essex 2nd team capt), Karen Charles (Essex CJO), Mary Wilderspin (Suffolk County Capt), Sheila Jarvis (Suffolk Vice Capt/2nd team capt), Kay Anderson (Suffolk CJO), Marcella Tuttle (Cambs & Hunts CJO), Mo Poole (Cambs & Hunts 2nd team capt), Fiona McGlashan (Cambs & Hunts First Team Capt), Shelagh Cormack (Beds 2nd team capt), Elaine Bruce (Beds County Capt), Maureen Dawson (Beds CJO), Carol Delf (Norfolk CJO), Alex Cowie (Norfolk Vice Capt), Nickie Clarke (Norfolk County Capt)

Nickie Clarke initially chaired the meeting and welcomed all present until Ann Green arrived who was delayed due to traffic

1. Apologies for absence – AG until her arrival

2. Minutes of the meeting held Wednesday 4th November 2009. These had been previously circulated and were agreed subject to the amendments which had been emailed by NC (re number of juniors in team) and ACH (re second team).

3. Matters arising – none

12. Item 12 was then taken – role of County Representative on the Regional Committee. JW stated East Region Delegates Committee is responsible for (a) Communication between the Ops Board and Counties and (b) running the competitions run by the Region on behalf of EWGA eg. County Match Week, The Australian Spoons, Foursomes Comp, Regional Championships. They would approach a County to run each of the six events and would be responsible for finding a venue, a team to manage the event and the finances of it. She congratulated each of the counties who had run Regional events this year for the way in which they had done so.

AG joined the meeting.

It was agreed that it was up to each individual county committee to run their county/events as they wished. NC stated that the current Regional rep job description did not include anything about running the events and JW suggested that the job description should therefore be re-issued particularly as if the

EGU/EWGA merger goes ahead the running of the competitions would be the Rep's only role.

4. County Match Week 2011 – NC checked that each captain had received email from the hotel confirming their booking ref. It was agreed that the format for the Reception should be as this year ie for Officials/Captains Invited Guests and not the teams and that the most appropriate time for this was the Sunday evening.

NC stated that Kings Lynn golf club have no buggies and therefore if counties want them for the week these would have to be ordered in. NC will get costs for this and contact each county.

It was agreed that 0830 hours was a suitable first tee time for the days' matches.

Finances were discussed particularly re the cost of hiring buggies for referees and cost of referees ie travel/accommodation. SJ stated Suffolk would face similar cost problems in 2012 at Purdis Heath re buggies and referees. It was agreed that JW take forward a request to the Ops Board for an increase from £1,200 to £1,500 for the County hosting CMW to offset these costs. MW asked if the £3,000 facility fee to the club hosting the event came out of the same pot as that for the County organising CMW and JW said that it did not.

EB asked if male referees could be used and it was agreed that they could. BS said they had been used in 2009 at Stockbrook Manor.

AG pointed out re speed of play that there had been no clock on the first tee at West Herts so in future referees/captains/players should synchronise their watches to avoid misunderstandings.

AG pointed out that the Champagne Raffle which had been done differently at West Herts seemed to have worked well. The draw was done at the end of the week with one bottle/voucher for each completed draw sheet.

5. First Teams. NC raised the issue of the Questionnaire which had been sent to counties and how had others responded. JW stated that it had not been discussed at the last Ops Board meeting as so few replies had been received at that stage and they were not in any case due until 30th November 2010. Herts, Essex and Norfolk stated they were happy for the format to stay as it is. Timing of CMW was an issue ie beginning of June and MT said there were clearly issues for working ladies particularly teachers who were unlikely to be able to attend for a whole week. EB had suggested playing 2 x foursomes and 3 x singles against one county in the morning and 2 x foursomes and 3 x singles against a different county in the afternoon.

JW pointed out some counties had observed that although they were never likely to win it they loved the format. Also that Cambs & Hunts had sent a good paper to EWGA which had prompted the questionnaire.

JN felt that EWGA should think about their views on CMW including what the performance managers think as to the importance of it for individuals in relation to their golfing calendar.

6. Second Teams. JN had previously sent an email to all counties re the Herts view on second team and what may happen for 2011. She stated it had been difficult getting a 2nd team Captain but hoped that this had now been resolved. The timing of matches had been a major problem for Herts this year. She said that Herts would prefer these matches to be earlier in the season before County championships and at weekends if possible in order to try to see those players with first team potential. All the other counties stated they were happy to leave the second team arrangements as they were. JN stated it was likely then that Herts would withdraw from the league for 2011 but this would be confirmed with her new 2nd team captain and she would contact all counties asap to inform them of the decision.

ACH suggested an alternative format for 2011 if Herts withdrew: that on finals day each county played 2 x singles matches against each other county so that the final points score would be out of 11 against each county and each county team for that day would have 8 players. This was agreed in principle.

7. Juniors. The idea of an east Region JCMW was raised again (it had been agreed in 2009 that it would be discussed in 2010). Herts, Essex and Cambs & Hunts were still in favour. Beds said no, Norfolk said no at the moment but like the idea and Suffolk have reservations – KA said when asked their players/parents were 50/50 in favour of the idea.

JN asked if any county paid travel costs to juniors/parents and none did.

BS made an observation that there was an obvious difference in confidence between juniors who had played in a JCMW who went on to play in CMW compared to those who had not had the JCMW experience.

The costs for JCMW in 2010 were for one overnight stay only whereas in 2009 it had been 2 nights and £1300/£1400. The facility fee paid to the club was small – only £25/£50 per county.

KC asked if the club used to host the event had to have golfmark.

CD stated that Norfolk clubs expect a higher facility fee as the men currently have a lot more money and therefore can afford to pay out more.

JN said that a coach is usually organised to transport the girls from the hotel to golf course and this cost is split between the counties.

NC observed that if the aim was to get CMW in the school holidays that it would be pushing it to fit JCMW in as well.

It was agreed that all the counties should do the same re a JCMW. Beds and Norfolk thought that if the other counties agreed then they would have to agree to a JCMW as well.

MT asked if EWGA could be asked to fund a Junior County Finals for the winners of each region. JW said that there was some resistance to the juniors playing too much golf.

It was suggested that a trial JCMW be organised for 2013 (as 2012 is Olympic year and would already be busy for the region).

MT observed that it had been difficult to get funding this year as the form had been sent back by Steve Peat (Regional Development Officer) for amendments. Many CJOs felt that he needed to realise that they were volunteers and that they felt they were being belittled by his attitude.

There was discussion about whether a course needed to have golfmark in order to host a competition/match. It was generally understood that this was the ideal for training but felt that it was unnecessary for matches. It was commented that EWGA use Brocket Hall for training and they do not have golfmark.

CD asked why the EWGA money now had to come through County Golf Partnerships and KC felt that the 25% now being used to recruit new women to golf was not a helpful use of the monies.

KC stated that this year's announcement of South East Select, Birdies and Super Birdies had been very badly handled by EWGA. It meant that some players were aware they were in a particular squad whilst others had to wait a further three weeks to find out. This was divisive and unhelpful particularly when the CJOs were aware of who was in which group and yet the players were not. All letters should be sent at the same time. She had sent a letter if complaint to EWGA. Also those who do not progress from one group to the next should be advised of the reason why so they know in what areas they need to improve – this could be done through the CJOs.

Juniors - Code of practice/conduct. KA said that she had seen that Norfolk had a very clear code of conduct for their juniors and felt it was good practice that all counties could follow – it included clear guidelines re conflicts of interest. JW said that EWGA have also just issued a booklet re code of conduct and that this should soon be received by Counties – JW would follow this up. It was noted that the Parental code of Conduct was included in the current EWGA handbook – paged 93,94.

8. Seniors. JN said that Judy Armitt (Herts Seniors organiser) had been trying to get a league going in the East. Norfolk and Essex said that they were keen. Cambs & Hunts would not be interested if it was singles (as opposed to fourball), Suffolk were not interested and Beds said they would need to take it back to their county committee. It was agreed Herts, Essex and Norfolk would arrange matches between themselves. There was also discussion about the age at which one becomes a senior as some counties use 50, some 55.

(Subsequent emails received after the meeting suggested that the East Region delegates meeting agreed to a Senior East Championship – 18 holes stroke play which Suffolk had agreed to host 21st July 2011. However unless this is a competition which has been agreed for all the regions it would not be funded by EWGA so it is unclear whether in fact this event is going ahead.)

MT apologised and left the meeting.

9. High handicap competition to replace the Midlands Challenge.

KA explained that the Midlands challenge had been a competition in their old region for girls with handicaps 17 and over and was a medal for handicaps 17-30 and stableford for 31-36 handicaps. This year the Midlands did not accept entries from players in the new East Region. CD felt it encouraged the keener players to enter.

JN felt there were already a fair amount of competitions for Herts girls. KC also felt Essex juniors had a lot of comps. It was noted that girls who had played in the Midlands Challenge were more likely to enter the Midlands Junior Championships when they qualified so that it was a good stepping stone. Also that it should be financially self-funding. Beds, Herts and Essex agreed to take the idea back to their counties to discuss. JW said that there would not be any EWGA support as events had to be held across all regions not just some.

10. EGU/EWGA Merger. JW stated that we were still waiting to see the proposal. She said that Jim Robinson was doing an excellent job on behalf of EWGA and that EWGA would have to know what was happening by 2012 as

the lease on their current premises runs out. JF said that at the moment it was felt clubs and counties were being asked to discuss something that was not detailed enough. JW stated that a proper structured proposal would be produced before counties had to vote.

There being no item 11 on the agenda(!) we then went to

13. – Any Other Business

JN said that if any other county wanted to join the current Herts structure for JCMW for 2011 or 2012 to let her know.

JW thanked the group for inviting her to the meeting.

ACH asked if there was going to be any further guidance on the use of Distance Measuring devices. JW stated the R & A are still against the use of them and so therefore are EWGA. They are not allowed to be used in CMW. A vote was then held between those present re whether they should be allowed in second team and junior matches. The vote was 4-2 in favour of allowing their use by those teams and so was carried.

MW said that at last years meeting Herts and Essex were asked if they wanted to join in the East Anglian Championships. Herts had later declined due to the financial implications of hosting the event. Essex could not remember at the meeting but later advised that Essex had also decided against joining that competition. The East Anglian championships is being hosted by Beds in 2011.

KA asked on MT behalf if EWGA could encourage people to go onto county committees by giving out tickets to events. JW replied EWGA do not get given any tickets and noted that they also have problems getting admin staff.

KA asked on MT behalf re whether CJOs could give rules advice at junior events as sometimes juniors were waiting ages for referees. JN said that in 2011 Herts were running East Region Junior championships and hoped to have enough referees so that this problem should hopefully not arise.

The next rules seminars are being run in 2012 when the next rules changes come in.

FM congratulated Herts on winning the English County Finals and this was echoed by the other counties.

14. Date Venue and Chair for next meeting. It was agreed that Gog Magog was a fairly central venue and the club would be asked for a date in October if this was possible. Later communication confirmed the date to be Wednesday 19th October at 11am.

It was proposed and agreed that Nickie Clarke be the next Chair of the meeting.

Meeting closed 2.20pm.