

SUFFOLK LADIES COUNTY GOLF ASSOCIATION

Minutes of the Governing Body Meeting held on Monday 28th January 2013 at Waldringfield Golf Club at 10 am

PRESENT:

Mrs. Pippa Beak	President
Mrs. Laura Lowe	Captain
Mrs. Sarah Saggars	Vice Captain/2 nd Team Captain
Mrs. Anne Archer	England Golf Representative
Mrs. Ann Graves	Handicap Adviser
Miss Hermione Scrope	Treasurer
Mrs. Jeanette Longman	Hon Secretary
Mrs. Kay Anderson	Junior Representative
Mrs. Liz Robinson	Seniors Organiser
Mrs. Cynthia Stewart	Match & Comp. Venue Organiser
Mrs. Jan Pattinson	Divisional Meetings Organiser
Mrs. Mary Wilderspin	Haskell/Stearn Organiser
Mrs. Cynthia Robinson	Past Haskell/Stearn Organiser
Mrs. Claudia Long	Weston Organiser
Mrs. Chris Lynch-Bates	Championship Organiser
Mrs. Angela Middleton	Cranworth Organiser
Mrs. June Stack	Minutes Secretary

1 Welcome new members

The President gave a warm welcome to all Committee Members, introducing the two new members Angela Middleton, from Halesworth who will be Cranworth Organiser and Mary Wilderspin from Rookery Park, who will be Haskell/Stearn Organiser.

She confirmed that the Head of SLCGA and County Captain is Laura.

The President also reminded all members of the confidential nature of all un-minuted discussions.

2 Election of Chair

Laura was elected to Chair the GB Meetings.

The President gave special thanks to Ann for her role as past Chair.

3 Apologies

Pat Kennedy, Alison Neilsen,

4 Minutes of Meeting 19th November 2012.

Several amendments were required to the Minutes:

Page 2 Seniors Report - Should read "Suffolk Vets" instead of "Seniors".

Juniors Report - Should be noted it was only a **suggestion** (ie it was agreed) that Midland Golf Union organise the Champion of Champions competition.

Page 3 8 - Treasurers Report should read “Hermione Scrope”.

11 - Suffolk Golf Day. Should read “clashed with East Girls Championship” not “Junior County Week”.

Subject to these alterations, the Minutes were taken as a true copy and signed.

5 Matters Arising.

None

6 Minutes of AGM 12 January 2013 – Matters arising.

- a) County Week feedback to England Golf. It was agreed that a sub-committee be formed headed by County Captain, Laura Lowe, to obtain views and respond to England Golf by mid March as requested.
- b) Shortage of cloths to cover top table at AGM discussed and it was decided not to purchase another cloth but re-organise the existing covers.

7 Correspondence.

- a) SGP have requested £500 towards funding for 2013. This was agreed.
- b) Copy of 2012 Club Membership Questionnaire Results Booklet received – copy can be supplied if requested.
- c) E-mail from England Golf regarding review of process re. affiliation fees. (no change during 2013). Also e-mail re. VAT treatment of England Golf fees, County Union fees and County Cards received from Viv Saunders, who has raised issue with HMRC re. men (does not affect ladies’ Association as within VAT threshold)
- d) Dame Vera Trust – Ladies Evening on 28th February at 6.30 at Suffolk Food Hall. Tickets available at £35 each.
- e) England Golf AGM and General Meeting on 13th February at Woodhall Spa - Agendas received.

8 England Golf Representatives Report.

No formal report. Anne understands a new CEO has been appointed. Ann will attend the AGM on 13th February.

9 Team Reports

a) 1st Team – Laura Lowe.

The first match to take place on Sunday 3rd February. Prior to AGM requests were sent as to which ladies were available. The team has now been selected including several juniors.

b) 2nd Team – Sarah Saggars

Sarah reported that all matches have been organised.

Sarah expressed concern about the 2nd Team’s role within the County. It was agreed that a sub-committee headed by Sarah and Laura should be formed to discuss strategies moving forward.

c) Seniors Report – Liz Robinson

- i) Having contacted nearly all ladies' captains in November, I have received replies from the majority, with names of players age 55 and over with a handicap of up to 14, who would like to be considered for the Senior county matches. Last week I sent e-mails to 48 ladies and just over half have now replied. I already have sufficient numbers for all matches so it seems unlikely that anyone with a handicap of 14 will be needed.
- ii) Following Judy Hamshere's request at the last GB meeting for extra match practice for the Juniors, I have booked Newton Green for Sunday 14th July at 2.30pm for a Seniors v. Juniors match. The likely format will be 6 singles.
- iii) Course booked for 2014.
Monday 19th May v. Norfolk at Bungay.
Friday 22nd August v. Cambs & Hunts at Flempton.
- iv) I am being informed of arranged dates for Senior Shield matches. These are on the website.

d) Junior Organisers Report – Kay Anderson

The last Junior event was in December. As a holding situation the Elite team need more matches and less training. The Partnership Academy programme is now in second stage and they have not yet made a decision as to the future funding of girls training, but the emphasis is changing. Clubs will be informed of developments later.

10 Treasurers Report – Hermione Scrope – Budget Account attached (Appendix 1)

In the Budget, there is a contingency for members subscriptions, as most clubs have a reduction in numbers. Also Captains budget has changed slightly.

Hermione then raised the question of gratuities (facility fees) paid to clubs hosting County competitions. Many gratuities have not changed for 2 years and the County now has another competition, Senior Jubilee Shield. Full discussions took place and the following payments were agreed:-

Practice matches – all teams	£50
Finals:	
Haskell	£75 no change)
Stearn & Cranworth	£100
Senior Jubilee Shield	£75
Divisions (based on entries)	£100-150 (no change)
Championship & Seniors Championship	£400

DECISION

100 Club. Need a project to which surplus monies will be applied. The need for a printer was fully discussed. Agreed to fund a new printer and associated costs. **DECISION**

The question of mileage expenses was then discussed. Agreed this would remain at 40p per mile.

The Junior Organisers honorarium of £125 is now be transferred to the Junior Account.

11 Suffolk Golf Partnership. No report

Kay Anderson confirmed there is a meeting next Monday. England Golf targets will come through but will no longer cover the younger girls. Colin Firman is to stand down as Chairman at the end of March and Partnership is seeking a successor.

12 Safeguarding & Child Protection Responsibilities Annual Review.

Minimum requirements.

a) Establishing and implementing child protection and procedures – and reviewing them every three years.

b) CRB disclosures up-to-date (Judy 2011, Sheila 2012, Laura 2014). 2 New Junior Committee members will need CRB checks and training in 2013 and some updated checks needed on the 3 year cycle.

Jeanette will commence the process in respect of Sarah Sagers.

c) Attendance at Safeguarding and Protecting Children Workshop every 3 years. - two Committee members attended Child Protection training in 2012.

d) County Welfare Officer is Stuart McCallum (Detective Chief Inspector at Suffolk Police) Tel. 01473 613899 (internal 3899) or e-mail: stuart.mccallum@suffolk.pnn.police.uk

e) Ensuring all concerns/allegations are referred to England Golf.

No incidents were notified in 2012.

13 County & Regional Competitions. No formal reports.

a) Haskell/Stearn. – Mary Wilderspin.

Clubs will be informed of Mary's appointment as Organiser.

b) Weston. – Claudia Long

Some dates have now been given. Claudia will ask Captains to advise, so the dates can go on the website.

c) Cranworth – Angela Middleton

d) Divisions – Jan Pattinson.

Jan mentioned the difficulties in arranging the catering on a low budget, and suggested entry fees must rise next year to take food into account.

e) Coronation & Centenary Foursomes – Pat Kennedy.

f) County Championship. - Chris Lynch-Bates.

Chris will be going to Bury St. Edmunds in March to liaise.

g) East Region Seniors Championship – Anne Archer.

This competition will be held at Haverhill on 31st July. Entry forms will be on the website.

14 Suffolk Golf Day

The files have now been handed over to Chris, who is to organise this year.

Chris is now going to attend Hintlesham to discuss the catering aspects. The entry fee can then be set and information forwarded to all Clubs. Jeanette will contact Sabona re. prizes.

15 Joy Winn Trophy

Discussions took place for a new category to award the Joy Winn Trophy taking into account Joy's points of view on intermediate golf. The matter will be discussed further with Julie Latimer-Jones before a decision is made by the Committee.

16 Website – statistics for 2011 and 2012 have been distributed.

Julie has suggested re-vamping the History of the Association and Clubs on the website. A meeting has been arranged to discuss. She has suggested asking ladies for input through the Delegates Meeting and is willing to look into Archives for further information.

Also we would like more seasonal photographs of courses from Clubs.

17 Any Other Business

a) Secretaries Conference is 18/19 March at Woodhall Spa. Although the Agenda has not yet been received Jeanette will attend. The Presidents Conference is on 13/14 May and it was felt that Pippa should attend. It was felt by that attending the Meetings this year Jeanette and Pippa will obtain feed back from other Counties.

b) GB details (excluding private addresses) will be forwarded to Lady Captains.

c) Next Delegates Meeting - Rushmere and Hintlesham can be reminded that they are due to provide Representatives for 2014.

d) Club Officials List – Club and Lady Captains only addresses to be included.

Cynthia Stewart thanked the Committee for her flowers.

Ann Graves. Asked for Agenda item re. handicap adviser She has been invited by England Golf to an Advisers Seminar on 11th April. She will attend as she needs to know of any problems. Clubs handicap reviews need to be completed by March, although may be extended in certain circumstances. All Clubs have been advised.

Sarah Sagers. Raised query as to why Haskell semi-final was not played on neutral course. Problems in arranging same were fully explained.

Anne Archer. Advised that course ratings may be changed by England Golf.

18 Date of Next GB Meeting

Monday 8th April 2013 at Bury St. Edmunds Golf Club

MEETING CLOSED. 12.30 pm.

APPENDIX 1

SUFFOLK LADIES COUNTY GOLF ASSOCIATION BUDGET YEAR ENDED 31 OCTOBER 2013

	2013	2012 £
INCOME		
Members Subscriptions	14,000	14,059
County Cards	1,350	1,419
Golf Day	1,000	1,195
Surplus on InterClub Knock Out matches	250	203
Surplus from Competitions	750	887
Sponsorship and Donations	1200	1,318
100 Club	600	665
Bank Interest	24	24
Sundry	175	197
	<u>19,349</u>	<u>19,967</u>
EXPENDITURE		
Administration	3,807	3,517
Teams and Matches	10,170	11,870
Golf Partnership		1,000
Juniors	1,500	1,623
	<u>(15,477)</u>	<u>(18,010)</u>
Surplus of income over expenditure	<u>3,872</u>	<u>1,957</u>

ADMINISTRATION

	To date		
Committee Allowances	425		550
Travel	1,000		1,007
Stationary, postage and telephone	125		106
Meeting expenses	400		389
Insurance	1,002	1002	957
Accountancy	130		96
Handbooks	335	335	306
Sundry	240		11
Computer/Website	150	43	95
	<u>3,807</u>	<u>1,380</u>	<u>3,517</u>

**SUFFOLK LADIES COUNTY GOLF ASSOCIATION
BUDGET
YEAR TO 31 OCTOBER 2013**

Team Expenses	Total £	1st Team £	Actual £	2nd Team £	Actual £	Seniors £	Actual £	Total Actual £
Travel	1,400	600		700		100		
Food/Refreshments	1,175	350		750		75		
Coaching	1,200	1,200						
Facility Fees	460	60		200		200		
County Week	5,000	5,000						
Golf Balls	150	150						
Stat/Postage	35	10		15		10		
Uniforms	750	750						
	<u>10,170</u>	<u>8,120</u>		<u>1,665</u>		<u>385</u>		

**SUFFOLK LADIES COUNTY ASSOCIATION
CHAMPIONSHIP, DIVISIONS, FOURSOMES
YEAR ENDED 31ST OCTOBER 2012**

	Championship		Seniors Championship		Division 1		Division 2		Division 3		Division 4	
	£	£	£	£	£	£	£	£	£	£	£	£
Income												
Raffle/Ball Draw												
Expenditure												
Catering												
Refreshment												
Org. expenses												
Engraving												
Prizes												
Facility Fee												
	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>	<u></u>
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Centenary Foursomes	£	£	Coronation Foursomes		£	£						

**SUFFOLK LADIES COUNTY ASSOCIATION
KNOCK OUT COMPETITIONS
YEAR ENDED 31ST OCTOBER 2013**

	Haskell	Stearn	Weston	Seniors	Cranworth	Total
	£	£	£	£	£	£
Entries	240.00	460.00	360.00	380.00	575.00	2015.00

Less:

Catering
Facility Fees
Expenses
