

SUFFOLK LADIES COUNTY GOLF ASSOCIATION

Minutes of the Governing Body Meeting held on Monday 19 January 2015 at Waldringfield Golf Club at 10 am

PRESENT:

Ms Ann Graves	President
Mrs Sarah Sagers	Captain
Miss Hermione Scrope	Treasurer
Mrs Jeanette Longman	Secretary
Miss Sarah Howe	Junior Representative
Mrs Rebecca Evans	England Golf Representative
Mrs Eunice Gray	Handicap Adviser
Mrs Jo Moore	Seniors Organiser
Mrs Cynthia Stewart	Match & Comp. Venue Organiser
Mrs Christine Knappett	Cranworth Organiser
Mrs June Kenworthy	Weston/Suffolk Senior Shield Organiser
Mrs Mary Wilderspin	Haskell/Stearn Organiser
Mrs Deb Howlett	Foursomes Organiser

1. **Welcome New Members**

The President welcomed and introduced the new members to the Governing Body. She reminded everyone that unminuted discussions should remain confidential.

2. **Election of Chairman**

Sarah, as Captain, was happy to take on the role of Chairman.

3. **Apologies**

Chris Lynch-Bates
Vanessa Bell

4. **Minutes of GB Meeting on 17 November 2014**

- a) Item 6 – second paragraph – should read that Laura, **Anne** (not Ann) and Jeanette attended a Regional meeting
- b) Item 7 – second sentence – should read **Ann** (not Anne) has arranged to meet with her successor ...

Subject to these amendments, the Minutes were approved and signed as a true copy

5. **Matters Arising from GB Meeting**

None

6. **Minutes of AGM – 10 January 2015 – Matters Arising**

None. Ann thanked Jeanette for her hard work behind the scenes, which helped to ensure that the AGM ran successfully. Jeanette will forward the Draft AGM Minutes to the Ladies' Secretaries for distribution

ACTION: JEANETTE

7. **Correspondence**

- a) Laura received a lovely card from Jan Pattinson thanking the GB for her momento.
- b) Sarah received a card from Laura wishing Sarah and the GB good luck in the future
- c) Sarah received a card from Sue Cook thanking the GB for her gift and also thanking all the Delegates for their energy and diligence in helping to make the 100 Club so successful
- c) The LGU AGM will be held at St Andrews on Saturday 21 February
- d) Ipswich had received correspondence from Tony Garnett, following an error in the EADT, to the effect that the SLCGA do not have a press officer and that he would have to look on the SLCGA website for results. Sarah requested that the Competition Organisers send all results to Tony Garnett following their events.

8. **England Golf Representative's Report – Rebecca Evans**

Rebecca has spoken to Bury St Edmunds and arranged the following dates for the 2015 Delegates Meetings (all at 10.30am):

Friday 27 March

Friday 22 May

Friday 14 August

Friday 30 October

Rebecca will email the Delegates to introduce herself and inform them of the above dates.

ACTION: REBECCA

Rebecca was asked if she could promote some 'out of county' competitions at the first Delegates Meeting – Jeanette will send Rebecca the details

ACTION: JEANETTE/REBECCA

Governance and Affiliation Conference – 6 February at Stoke by Nayland

Hermione has registered for this Conference. Rebecca will also attend.

England Golf AGM – 16/17 April at Hinckley Island Hotel, Leics

Rebecca has registered for the AGM. Jeanette has also registered but it was agreed that this place should be offered to Chris Lynch-Bates

ACTION: JEANETTE

There will be a vote for a non-Executive Director and Judi Walker has recommended Judith Hanratty.

Secretaries Conference – 9/10 March at Woodhall Spa

Sarah, Hermione and I agreed that we would make a decision as to who would attend.

9. **Course Rating Report – a report was issued by Sue Cook -Appendix 1**

Following discussions with Sue, it is apparent that Suffolk are not yet in a position to officially commence the Course Ratings as training for the incoming SGU Team Leaders is still on-going, although the 9-hole Woodbridge Forest Course Rating is now close to being completed. The Eastern Region Supervisor, Pat Garner, is of the opinion that more practice is needed before rating any further courses, so has recommended not starting the ratings until 2016.

Expenses for each Course rated will be covered – the first £100 by England Golf and the remaining expenses by the SGU/SLCGA.

Julie Latimer-Jones has been one of the SLCGA Course Raters since 1993 and both Sue and Julie are very experienced in rating Courses (the new system introduced is only new for the men). Julie and Sue now wish to stand down, although they are very willing to train any incoming ladies who come onboard (requirements are for enthusiastic golfers with an objective outlook with either a current low handicap - 10 or under recommended – or who have been a low handicap golfer). Rebecca will take this request to the Delegates Meetings. **ACTION: REBECCA**

10. **Team Reports – Appendix 2**

County Colours – Sarah H does not have many 2nd Team Colours in stock and so it was agreed that Eunice would contact a supplier she knows to obtain a quote for producing the Colours. It was also noted that Laura had obtained some mementoes (we currently have 5 in stock) from Cipher Crystals.

a) 1st Team Report – Sarah Saggars – Report attached

Sarah reported that a Training session had been held in December for Ladies 1st and Junior 1st Teams (Squad A) and also included some new low handicap players, led by Christine Langford – she handed out a questionnaire following the session. The next Training session is scheduled for 15 February.

Details for the first match of the year have been finalised and will be against the Aldeburgh men on Sunday 8 February. Sarah has been in contact with Woodbridge and Thorpeness regarding matches arranged for later in the year. She will also be in contact with the PGA to arrange a match, hopefully between the County Championship in May and County Match Week in June

b) England Golf Performance Conference – 16/17 December – Sarah Saggars

Sarah was very impressed with this Conference and felt that attendance in future years would be worthwhile (ideally Christine and/or Vanessa next year and Squad B/Junior coaches the year after).

c) Seniors Report – Jo Moore – Report attached

Sarah will hand over spare shirts and sweatshirts in relevant sizes to Jo and will also let Jo have the details of the supplier. This year the age for consideration for Senior Matches has been reduced to 50 and the handicap limit is 13 and below – this will be reiterated at the Delegates Meeting **ACTION: JO/REBECCA**

c) Juniors Report – Sarah Howe

Dates for the 1st Team matches are in the process of being arranged. Sarah and Jeanette will prepare a Junior Fixture List for distribution **ACTION: SARAH/JEANETTE**
The first of the Squad B Training Sessions will be held on 17 January.

11. Handicap Adviser's Report – Eunice Gray

Eunice will be attending a Regional Workshop for Handicap Advisers – the date and venue are still to be confirmed, following the two pilot workshops that are being run in the South West.

England Golf have been informed that Eunice, as Handicap Adviser, will need CDH access – in the meantime, Eunice is able to access CDH using Ann's log-in details.

12. Treasurers Report – Hermione Scrope

There are still a number of outstanding Affiliation Fees to be paid – Hermione will send out a reminder to those Clubs who have not yet paid **ACTION: HERMIONE**

Hermione explained the Budget for 2015

Following a Finance sub-committee, Hermione outlined the following proposals for agreement:

The prize fund for Competitions to be increased (Competition Organisers were reminded to include the name of the recipient on the voucher)

Governing Body – all mileage to be claimed at 40p/mile

County Match Week, 1st Team Matches and Officials – all mileage to be claimed

Seniors Matches – the 50 mile restriction would remain in place for team players – the Organiser to claim for meals

All Honorariums to be abolished.

These proposals were agreed.

DECISION

Hermione will email the Expense Claim Form Template to the Committee members

ACTION: HERMIONE

County Cards – in 2014, 84 were sold at a cost of £5 each. In 2015, the SLCGA were generously allocated 300 by the SGU, all of which have been distributed to Clubs around the County. We are now receiving requests for more Cards. As the County Cards are identical for men and ladies, it was agreed that the SLCGA request permission from the SGU for Club Secretaries to be permitted to hand out County Cards to ladies who request them. **ACTION: MARY/HERMIONE**

13. Suffolk Golf Partnership

Minutes of the SGP Report on 4 November were sent to the GB with the Agenda.

It was agreed that Rebecca Evans and Chris Lynch-Bates would be our Representatives on the SGP and that a meeting prior to the next SGP meeting would be arranged with the SGP Representatives.

14. Safeguarding and Child Protection Responsibilities Annual Review – Sarah Howe

Sarah confirmed that the Child Protection Policy and Procedures are up to date. Sarah will ensure that she keeps a hard copy of this document on file **ACTION: SARAH**

DBS Checks are currently progressing with Claire Aldous and Michelle Wilce. Nicola Tindall and Teresa Wardlaw will need DBS Checks this year **ACTION: SARAH**

Nicola and Claire must attend a Safeguarding and Protecting Children Workshop this year – as they have both attended a workshop in the past, this can be renewed online. Sarah will research the procedure **ACTION: SARAH**

The County Welfare Officer - Stuart McCallum (Detective Chief Inspector at Suffolk Police) Tel: 01473 613899 (internal 3899) Email: stuart.mccallum@suffolk.pnn.police.uk
This information will be included in the SLCGA Blue Handbook in future and on the SLCGA website **ACTION: JEANETTE**

There were no concerns/allegations raised in 2014.

15. Competition Organisers' Reports

A meeting is scheduled to follow this GB Meeting to discuss the organisation and running of all the Competitions for the coming year

The Draws and Rules for Inter-Club Competitions are now on the website

The Rota for Championship, Division and Foursomes Meeting Venues is now out of date.

Another Rota will be produced **ACTION: JEANETTE/SARAH/CYNTHIA**

a) County Championship – Chris Lynch-Bates

It was confirmed that the County Champion is the Matchplay Winner. The Strokeplay Champion is the leading qualifier for the Matchplay Championship

The County Championship for 2015 will be held at Felixstowe. Chris will shortly be liaising with Sarah and Felixstowe to organise this Competition.

b) Haskell & Stearn – Mary Wilderspin

No report

c) Weston – June Kenworthy

No report

d) Cranworth – Christine Knappett

Following the potential difficulties highlighted in the last GB meeting, these have all been resolved.

Christine highlighted some concerns regarding the Cranworth Draw. Jeanette will demonstrate the programme used to do the Draw in order to provide Christine with an understanding of how the Draw system works.

e) Divisions – Di Spring/Jen Cardwell

Di and Jen will not attend GB Meetings, although they will be attending the Competition Organisers meeting following the GB Meeting today. They will receive all GB correspondence and will liaise with Cynthia prior to each Meeting in order to provide any Reports or comments to the GB.

With effect from 2016, it was agreed that Divisions 3 and 4 will be held in May and Divisions 1 and 2 will continue to be held in September.

f) Coronation and Centenary Foursomes – Deb Howlett

No report

g) East Region Seniors Championship – Anne Archer

This is confirmed for Monday 13 July 2015 at Haverhill. Anne has kindly agreed to continue organising this Competition.

16. Suffolk Golf Day – Chris Lynch-Bates

This is confirmed as Monday 10 August at Hintlesham. As it has been so popular in the last two years, it was stated at the AGM that a ballot for entries would be held if necessary.

17. Joy Winn Salver – Jeanette Longman

The first year of this competition has been completed and Sharon Luckman was awarded the Joy Winn Salver at the AGM.

There was some discussion as to whether the 3 Gross scores should be limited to Suffolk Courses or whether they can be national (currently the Rules state Suffolk Courses). It was agreed that this would be discussed at the April GB meeting and a decision made at that time.

Currently the results for the three best gross scores are requested from the relevant Handicap Secretaries. It was agreed that we would research whether this information could be obtained from the CDH system. **ACTION: JEANETTE/EUNICE**

18. Website – Jeanette Longman

Julie Latimer-Jones and Jeanette asked if another member of the GB would be happy to join us as an Administrator – Rebecca kindly volunteered and Jeanette expressed her thanks.

A meeting will be arranged to discuss the website and, following this meeting, any requests for changes/improvements will be discussed with EBE (our website provider). There followed a brief discussion on the purchase of a laptop (using the funds raised from the 100 Club). Jeanette was given the authority to purchase a laptop.

19. Any Other Business

Handbook 2015 – there was some information missing on Page 27. It was felt that this wouldn't cause a problem as the information was repeated on Page 29. SLCGA members had been informed at the AGM.

20. Date of AGM and next GB Meeting

Monday 13 April 2015 – Bury St Edmunds GC – 10am

Chairman

Date

APPENDIX 1

REPORT ON USGA RATING SYSTEM FOR 2014

Suffolk Team Leaders: S. Cook (SLCGA), J. Latimer-Jones (SLCGA), C. Firmin (SGU – retired), B. Brandwood (SGU)

We ended 2013 with 4 County Team Leaders, some completed training for the SGU Team Leaders, and 2 sessions of on-course training at Woodbridge Golf Club, on the Forest Course. It was invaluable in helping to familiarise the newer members of the team and to remind continuing members with the intricacies, both old and new, of Course Rating. Unfortunately, Brian Brandwood was unable to manage more than one training session.

Early in 2014, the group decided to try to convert the work done in training into a sensible submission of the Forest Course for Rating.

Colin Firmin, the first SGU Team Leader decided not to carry on as a Team Leader, but continued to help with the rating of the Forest Course.

In July, Pat Garner, Essex, advised us that she would be our new ‘supervisor’ and would try to help as much as possible. She also advised us that there would be some Team Leaders’ course/s for new Leaders in September and indeed there was a day course at King’s Norton in September. Unfortunately, Colin had retired by then and England Golf had not been advised that Brian (Brandwood) was the new Team Leader, so there were no attendances from Suffolk (SGU). (The more experienced Lady Assessors were told their presence was not required).

In October, after several sessions, the submission for the Forest Course was complete and was sent to Pat. There were some problems with the submission and it was returned for amendment. In November, Pat visited the County to meet Brian and another member of his team, David Barnes, at Woodbridge.

It was agreed that Pat would return in January to undertake some on-course training with the men and this would take place at Aldeburgh.

After some changes to the official paperwork for the Woodbridge Forest Course, the course certificate (measured by laser) was out of date as it should be renewed every five years. The revamped paperwork for the Forest Course should be submitted in January.

In January, a programme for 2015 should be agreed with Brian and we will get on with that. I should say that Pat Garner feels that the Suffolk Team needs more practice and that it may be better to leave Rating any courses until 2016. This is unlikely to find favour with Brian and the SGU, but we shall see.

We are very grateful to Woodbridge Golf Club, for their permission to access the course, to the Course Manager and the Secretaries, Malcolm Grubb and Sean Clark, for their support during the training and rating of the Forest Course.

Thanks also go to Bill Beckett, Aldeburgh Golf Club, for allowing the use of facilities for both meetings and training.

APPENDIX 2

TEAM REPORTS

1st Team Report

In December we had Squad A's first training session with Christine Langford at Purdis. This was an opportunity to get the First Teams, Ladies and Juniors together following their County Matches, to introduce new ladies to the squad whose handicaps are dropping rapidly and low handicap ladies who might be encouraged to join us in the future.

The weather wasn't great so we decided to play 10 holes scratch texas scramble, mixing the teams. Christine moved from team to team helping the girls to feel comfortable and familiar with their new coach— the feed back I have received has been very positive.

Sharon, Emily and Eloise walked away with Chocolate reindeer! Before everyone left Christine had another chat handed out a questionnaire to all the girls this was to be returned and would remain confidential to CL. Our next training session is on 15th February at Thorpeness, Christine has everything in hand.

Our first match is against Aldeburgh men is on 8th February. I have been in contact with Woodbridge and Thorpeness men to introduce myself and confirm our matches.

Emails have gone out to all girls in Squad A with regard to training and First Team matches, replies coming in.

Seniors Report

Work has now started to establish the eligible players for 2015 matches. An e mail has been sent to all the Club Ladies Secretaries asking for Lady players under the new criteria of 50 years old and over as of January 1st 2015, and handicap of 13 and below. Hopefully responses will be received before the end of January.