

SUFFOLK LADIES COUNTY GOLF ASSOCIATION

Minutes of the Governing Body Meeting held on Monday 12th December 2016 at Waldringfield Golf Club at 10.00 am

PRESENT:

| | |
|------------------------|---------------------------------------|
| Miss Hermione Scrope | President/Treasurer |
| Sarah Saggars | Captain |
| Mrs Diane Cunningham | Secretary |
| Mrs Rebecca Evans | England Golf Representative |
| Mrs Eunice Gray | Handicap Advisor |
| Vanessa Bell | Vice Captain |
| Sarah Howe | Junior Organiser |
| Ms Chris Lynch-Bates | Championship Organiser |
| Mrs June Kenworthy | Weston & Senior Shield Organiser |
| Mrs Rosemary Woodhouse | Cranworth Organiser |
| Mrs Tessa Summers | Senior Organiser |
| Mrs Debbie Anthistle | Haskell & Stearn Organiser |
| Miss Lynne Wright | Haskell & Stearn Organiser |
| Mrs Jenny Cardwell | Divisional Organiser |
| Mrs Di Spring | Divisional Organiser |
| Miss Eloise Aldous | Proposed Junior Organiser (observing) |

1. Apologies

Dianne Clarke

2. Minutes of GB Meeting 19 September 2016

The minutes were approved and signed as a true record.

3. Matters Arising

RE to contact Julie Latimer-Jones re information on the Nigel Birrell Trophy. RE has spoken with Julie Latimer-Jones who will email RE the information.

VB – The hotel cannot give prices for 2018 until the new year. VB will contact them again in the New Year. When VB has a price she will contact the other counties to let them know and establish how many rooms they require.

ACTION VB

VB – county mixed competition. Nothing to report.

ACTION VB

DC/RE - Volunteer form on website. DC will add the additional text and RE will load onto the website. The website with all the information of the winners of 2016 will be updated in the new year

ACTION DC/RE

SH – signatories for DBS checks to be updated DC and EA to be added. SH will action this.

ACTION: SH

The subcommittee who will draft the grievance procedure will meet in the new year, they will also discuss a safeguarding procedure. Members of this subcommittee will be RE, VB, DC, DA, HS. RE will arrange this.

ACTION: RE

Child Protection training at Bury St Edmunds has been arranged and is being held on 13th December 2016. There are still some places available. It was agreed that RE will contact England Golf to establish the cost to run a Child Protection course for GB members.

ACTION: RE

The 2017 Senior championship will be held at Bedford Golf Club on 10th July 2017.

CLB will speak to Hintlesham regarding the serving of the food at the Suffolk Golf day in the new year.

ACTION: C L-B

4. Correspondence

England Golf Trust Stableford Comp – Minimum £25 entry for 2017. Information and forms have been sent to the clubs and are on the website.

Emails received from England Golf : Craig Wagstaff, Finance Director is retiring end of March 2017. The Annual awards will now be held on a different date to the England Golf AGM in 2017.

Jordan Drymond sent an email regarding various workshops. This was forwarded to the clubs.

An email regarding CDH system cleansing has been sent to club managers and Ladys' handicap secretaries. RE will remind the delegates regarding this at the next meeting.

ACTION: RE

The County Secretaries Conference will be held in March 2017, VB will attend. DC to forward the email with the details of the conference to VB.

ACTION: DC

The PUMA open system has been renewed at a cost of £20, a slight increase on 2016.

5. England Golf Representative's Report – Rebecca Evans

RE attended England Golf Meeting at the end of November. The main points of discussion:-

- England Golf in conjunction with another company will be offering free public liability insurance to all affiliated members in 2017. There will be no need to apply membership will be automatic. RE will write a report on this and send it to the delegates.

ACTION: RE

- Restrictions on voting for board members has been lifted.
- Sport England have changed the criteria for funding, information will be released in March 2017. This could have an impact on CDO's as they are funded through sport England.
- England Golf are recommending committee's pay expenses rather than an honorarium as if an honorarium is paid the person receiving the honorarium is classed as an employee and therefore should be fully reimbursed for the time spent working for the committee. RE has asked for some more information and will email to clubs when this is received.

ACTION: RE

Items arising from Delegates Meeting in October.

RE confirmed that the delegates had voted unanimously to 'retire' the Blue book. It has been agreed that the County Secretary will email information including details of county competitions and entry forms to Lady Captains and Ladies Secretaries. She will also send a reminder when entrance opens for the various competitions. All the information previously in the blue book will also be on the website under a drop down section 'Blue Book'.

A delegate had asked if handicap certificates were needed for county knockout competitions. After discussion, it was agreed that these do need to be available on the day as this is the easiest way to confirm a player's handicap.

England Golf county talent pathway funding payment for under 14 training has been received.

6. Handicap Adviser's Report – Eunice Gray

Nothing to report but a few usual run of the mill queries received. EG reminded everyone that the handicap year now runs from 1st January – 31 December.

EG also reminded everyone that if a player submits 7 consecutive cards which result in an increase the computer will flag up these players for a handicap review.

7. Competition Organisers' Reports

The General Competition Rules were updated as per the last meeting. These along with all the County knockout competition draws were sent out to clubs, captains and secretary's in October.

Ipswich have raised that they always seem to have away draws in the knockout competitions. After discussion it was decided to continue with the current draw matrix.

CLB raised that someone had asked if the draw for the knockouts could be conducted in public. It was agreed that invitations would be sent to Lady Captains to let them know when the draw was taking place so they or a representative could attend if they so wish. It was also agreed anyone attending would be as an observer only and would not be able to make any comment or ask questions whilst the draw takes place. RE will inform the delegates at the next meeting.

ACTION: RE

a) County Championship – Chris Lynch-Bates

This was Chris's last meeting as Championship organiser. Chris has also run the Suffolk Golf Day. Sarah thanked Chris for all her hard work and presented her with a memento from the GB. Carole Cook will take over the role as County Championship organiser following her election at the AGM in January.

b) Divisions – Di Spring/Jenny Cardwell

Di and Jenny gave some information regarding the number of entries to the Divisional meetings this year. They also asked if it would be possible to move the Division 1 and Division 2 meetings closer together as is the case for Division 4 and Division 3. It was agreed that from 2018 both Division 1 and Division 2 would be held in the first two weeks of September.

Division 1 team trophy – This is currently awarded for the three best nett scores and has been since 2010. After discussion, it was agreed that from 2017 the Division 1 and the Division 2 team shields will be awarded to the team with the three best gross scores.

The Division 2 shield is now completely full. DC to look into the cost of replacing the shield.

ACTION: DC

c) Weston – June Kenworthy

This is June's last GB meeting as Weston and Senior Jubilee Shield organiser. Sarah thanked June for her hard work and she was presented with a memento from the GB. Amanda Norman will be organising the Weston next year following her election at the AGM in January.

d) Haskell & Stearn – Lynne Wright/Debbie Anthistle

The updated results sheet was discussed. It was agreed to use this sheet for the Stearn. DC will send out a copy to all those clubs entered into this competition.

ACTION: DC

LW requested confirmation of what CONGU requirement is to hold a qualifier. EG will bring this to the next meeting.

LW asked for confirmation of the rules regarding courses being available to host rounds of knockout competitions. It was confirmed that as it is a condition of entry to the knockout competitions if a club cannot make their course available, then the club cannot enter the competition.

e) Cranworth – Rosemary Woodhouse Report received - Appendix A.

Rosemary is planning to contact Lady Captains of the clubs who have entered the Cranworth to go through the new rules to make sure everyone understands the new format. RE will also discuss the changes with the delegates at the next meeting in May.

ACTION: RW/RE

f) Coronation and Centenary Foursomes – Dianne Clarke

Waldringfield have confirmed they are unable to host the coronation foursomes due to the redevelopment of their course. Dianne Clarke to contact Brett Vale who are next on the list to host this event. If they are not able to host then Dianne to approach the next club on the list Halesworth.

Following discussion regarding the food at the Coronation and Centenary foursomes it was agreed that two course lunch and tea and cake following the afternoon 9 holes would be provided. It was agreed this could be changed if kept within budget.

g) Senior Jubilee Shield – June Kenworthy
Tessa Summers will be the Organiser next year.

8. Team Reports

a) 1st team - SS has handed over the running of the 1st team to VB. VB had sent two reports out from Kevin Lovelock regarding the first two training sessions that had been held.

VB to confirm whether the match against the Suffolk Men's 1st team is going ahead.

ACTION:VB

b) Seniors Report – Tessa Summers

The fixture against Suffolk Men's 1st Team been cancelled for 2017. TS will try to find alternative fixture to replace this. The 2017 match against the Juniors still needs to be organised, SH and EA will book this. It was also agreed that venues for 2018 would be discussed at the meeting of the competition organisers following the GB on 16th January 2017.

ACTION: SH/EA

c) Junior Organisers Report - Sarah Howe - report received - Appendix B

This was Sarah Howe's last GB meeting as Junior Organiser. Sarah thanked her for all her work and presented Sarah with a memento for her time serving on the GB.

An email was sent to clubs asking for them to submit details re Juniors interested in taking part in training but only two responses were received. RE will put a copy of the email on the website. EA to send the training dates to RE. RE to try to upload some images re junior golf onto the website. It was confirmed that the cost is £15 per person.

ACTION: EA/RE

The East Region Junior trophy is being held at Newton Green on Sunday September 17th 2017.

The lady/junior foursomes is being rearranged as this was due to be held at Waldringfield. It will now be held on Sunday 22nd October 2017, still awaiting confirmation of the venue.

SH to order junior captain tee shirt from Kevin Lovelock.

9. Treasurer's Report – Hermione Scrope

HS guided everyone through the accounts main points. The new affiliation fee collection process has been implemented, this will mean that income will come in throughout the year rather than at the same time each year. VB to let HS know if budget required for uniforms for 2017.

ACTION: VB

There was a discussion about the training vouchers and budget for the 1st team training. VB and HS to check email regarding costs etc. The individual vouchers allocated will be reduced if a player does not turn up. VB is considering adding a caveat regarding allocation of vouchers against attendance at county match week.

The insurance is due to be renewed at the end of December. The insurance company are now offering cover for abuse at an additional cost. In order to take up this insurance the county needs to have a number of policies in place. It was agreed HS would ask the insurance company for the additional information sheet and that the subcommittee of HS, RE, VB DC and DA would meet to draft the polices required. Agreed HS would renew and inform the insurance company that we are interested in taking out this insurance.

Also discussed additional cover for members of a team playing at an event and financial protection against misuse of email or website etc. These are both an additional cost of £52 each. Agreed to take out this additional cover.

ACTION: HS

10. County Captain's Meeting – Sarah Siggers

The minutes from this meeting have been distributed.

11. GB Nominations for 2017 (for ratification by Committee)

The GB ratified the nomination for County Vice Captain Sharon Luckman and VB as County Captain.

12. Blue Book Update

Please see information under Item 5.

13. AGM Agenda and Arrangements

Agenda/reports and any resolutions will be sent out to the clubs by Wednesday 13th December 2016. SS will read her report out at the AGM. There will be no separate report regarding the Suffolk Golf Partnership, this will be included in SS report. The other reports are included on the agenda and mini reports will be presented on the day. Di asked for these to be sent to her as soon as possible.

ACTION: SS/RE/HS/EG/TS/SH

Volunteers for the day were arranged as follows:-

Selling Draw Tickets – Di Spring & Jenny Cardwell
Kitchen – Debbie Anthistle, Rosemary Woodhouse, Penny & June Kenworthy
Attendance Register and Apologies – Chris Lynch-Bates
Vote Counters (if necessary) Chris Lynch-Bates & Rosemary Woodhouse
Narrator – repeating questions from floor (if necessary) Chris Lynch-Bates

100 Club Draw will be made at the end of the AGM – before the presentations

Volunteers will arrive at approx. 9.15am, June will bring coffee etc for the kitchen, Di Spring & Jenny will bring raffle tickets with them, DC to provide a float.

ACTION:JK/DC/DS/JC

VB will remind the team who played at County Match week to attend the AGM.

ACTION: HS

14. Requests and Resolutions

An email was sent to Ladies' Captains asking for any requests or resolutions, one was received by the closing date.

Ipswich raised changing of the Haskell final to the same day as the Stearn final as they felt this was a retrograde step. This was discussed and will be addressed at the AGM.

The GB proposed two resolutions.

The first one is to update the Association rules to reflect the change in the affiliation collection fee process and the second to propose to increase the affiliation fees by £1 per capita with effect from 2018.

15. Any Other Business

Coronation Medal winners – DC will notify the winners and invite them to the AGM.

ACTION: DC

JK suggested using the funds from the 100 club to present a memento to the clubs who win the county knockouts competitions. JK to ask her club delegate to put this forward at the next delegates meeting.

ACTION: JK

EG has received information regarding Category 1 audit. Suffolk squad players were audited last year but it is not clear whether all category 1 players are included. EG will ask for clarification.

ACTION: EG

RE raised including the venue organiser role in the rota for competition organisers. This was discussed. As this role is part of the governing body it was decided that this would be discussed again after the AGM.

CL-B thanked everyone for their support whilst she has served on the GB.
JC thanked the GB for all the work they do over the year.

Hermione presented Sarah Sagers with a memento and thanked her for all her work whilst on the GB.

Date of AGM and next GB meeting:

Saturday 14 January 2017 – 10.30am – Kesgrave Memorial Hall

Monday 16 January 2017 – 10am – Waldringfield (followed by Competition Organisers meeting at 1.30pm).

D Cunningham
Hon Secretary

Chairman

Date

Appendix A – CRANWORTH FINAL 2016

Report to the Governing Body Meeting to be held on 12 December, 2016

The Cranworth Final was held on Thursday 22 September, 2016, at Waldringfield Golf Club between Halesworth and Stowmarket Golf Clubs. The morning was bright, sunny and warm but after lunch it clouded over and a cool breeze sprung up!

The three morning foursomes matches resulted in 3 points for Halesworth which certainly set a difficult target for the Stowmarket Team in the afternoon singles matches.

The first match in the afternoon went to Halesworth on the sixteenth and Stowmarket repied winning the second match. However, an excellent early win for Halesworth's fourth player ensured their overall victory. As both Captains had agreed, prior to the afternoon round, the teams were called in once victory was secured the remaining matches were deemed halved resulting in a 6.5 – 3.5 win for Haleswoth. I must commend both teams for the excellent sporting spirit in which this Final was played.

Our County Captain, Sarah Sagers, saw the teams off in the morning and our President, Hermione Scrope, started them in the afternoon. Julie Latimer- Jones had use of the Marshall's buggy and followed the matches in the afternoon round and many thanks are due to her for the excellent match report.

Grateful thanks are due to Secretary Manager, Ben and his team at Waldringfield Golf Club and also to Lady Captain, Margaret, for all her help. On a personal note I am indebted to Sarah, Hermione and Julie for their support on the day and to Rosemary Woodhouse for her superb organisation.

Penny Platten
Deputy Cranworth Organiser

APPENDIX B

Junior Organiser Report

We had our end of year Jamboree at Fynn Valley Golf Club. The girls did a Texas scramble on the 9 hole course followed by a putting competition and a quiz. Thank you to Sarah Sagers for doing the quiz and helping myself and Ellie.

Winter junior training is going well with Ian Scott at Ipswich Golf club with Ellie overseeing the training.

Ellie takes over the Junior Organiser role in January, so this is my last meeting. I'd like to thank everyone for their support over my 3 years, it has been good!