



**Minutes of the Governing Body Meeting  
Friday 31<sup>st</sup> March 2023 at  
Bury St Edmunds Golf Club at 9.00am**

**Present**

Lils James (Lils)	President
Tanya McGregor (TM)	Captain (chair)
Emily Penfold (EP)	Vice-captain
Carol Deslandes (CD)	Treasurer
Di Hegarty (DH)	Secretary
Lizzie Johnson (LJ)	England Golf Representative
Vicki Hunt (VH)	Senior Captain & Senior Shield Organiser
Sue Hayward (SH)	Junior Organiser
Joan Hogarth (JH)	Venue Organiser
Wendy Walpole (WW)	Championship Organiser
Geraldine Rose (GR)	Cranworth Organiser
Tessa Summers (TS)	Divisional Organiser
Caroline Emery (CE)	Foursomes Organiser
Bud Pratten (BP)	Haskell & Stearn Organiser
Eunice Gray (EG)	Website
Charlie Garrord (CG)	2 <sup>nd</sup> Team via Zoom

**1. Apologies:** Charlie Woodage & Jan Fawdry

**2. Minutes of GB Meeting 13<sup>th</sup> January 2023:** Agreed

**3. Matters Arising:**

- Code of Conduct for Players – SH finishing off and getting parents to sign forms. Accountability and process of disciplinary. TM and CG are abiding by the same rules.
- English Women's Champion Club competition (3 players from same club). 8 clubs responded. Agreed that next step will be to ask for names and Handicap Index of the 3 players who will be available to play on 2<sup>nd</sup> September 2023 at St Ives GC. (Action DH)
- Suffolk Golfer magazine deadlines – ongoing (Action CD)
- Glasses - Agreed to order 12 Glasses from Majestic (Action DH)
- An e-mail of support to be sent to Jeremy Tomlinson – completed
- Guidance on 2<sup>nd</sup> teams – Sub-committee to be arranged (Action TM, EP, CG)

- Expense Guidelines – Completed
- DBS checks – Emily Penfold completed; check for TM. (Action DH)
- Clubs to follow SLCGA on Facebooks – Completed

#### 4. Correspondence

- A player has written to say she is unable to play county games as her GP wants £50 for a letter which she doesn't want to pay. EG have informed the County it is our decision on who can use a buggy and they are now going down a self-assessment route.
- We will now have an annual self-assessment form, following on from the first GP or Physio letter for players to complete. This to be signed and either posted or e-mailed to the Secretary.
- It is not County's responsibility to book or ensure there are buggies available at a course. Most clubs use a first come first served basis. Form to be sent out to main contacts. (Action DH)
- Equality, Diversity & Inclusion Policy 2023 – Policy agreed and to be submitted to EG. (Action DH)
- iGolf Surplus Grant – In order to receive the grant of £2,714 from EG, to which each County/Union is eligible, a form needs to be completed and submitted to EG. (Action SH)

#### 5. England Golf Representative's Report

The delegates have suggested that some of The 100 Club money could be spent on first aid training. The GB agreed and quotes will be obtained from various providers. (Action All)

Going forward LJ to copy delegates with information sent out by the Secretary so that they can monitor that it is being forwarded to their lady members.

Chrissie Owens, a Trustee of England Golf Trust (a charity separate from England Golf) gave a presentation about the work of the Trust. Delegates felt that the Trust would also be a worthwhile recipient of any surplus funds.



2023EGTAbout  
Us.pdf

#### 6. Handicap Adviser's Report: See [Appendix 1](#)

#### 7. Competition Organisers' Reports

- a) County Championship – WW and EP visited Stowmarket. Numbers required but poor take up at present. 10 tee times to be booked and poster to be sent. Players need to be aware that if they wish to be involved with the county teams they must play in the main championships.

- b) Division Meeting entries as at 30.3.23:  
Division 4. 14 entries at Southwold on 27th April 2023.  
Division 3. 17 entries at Fynn Valley on 4th May 2023.  
Division 1 and 2 Meetings are in September so it is still very early for entries.
- c) Weston – no report. Weston home dates have been requested.
- d) Haskell & Stearn – All set up and one match has been played. Aldeburgh course not available for semi, however they are the away team. Haskell games should be played within the selected dates. Everyone seem happy with the new handicaps, and with allowing a compete pair change in the afternoon.
- e) Cranworth – form for captains of teams to be produced. (Action DH)
- f) Coronation and Centenary Foursomes – See [Appendix 2](#)
- g) Senior Jubilee Shield – The Suffolk have withdrawn but will allow their course to be used for the first round. See [Appendix 3](#)

A sub-group to set up for booking tee times and costs for county competitions. (Action TM, VH, CG, SH & JH)

GR to help with the June Jubilee neutral course arrangements.

## **Team Reports**

### a) 1<sup>st</sup> Team

Looking for a sub-group for the 2024 County Match Days at Felixstowe. First match played at Aldeburgh against the men and came away with a half. We had EP representing the 1<sup>st</sup> team for the first time; thanks to Lottie Whyman who stepped in for an injured player. Three of the second team have moved up to join the first team squad: Emily, Tash and Melissa. Funds for sponsorship are being sought. Social media has had a great result and hopefully more people will start to take part.

### b) Seniors Report – See [Appendix 3](#)

### c) Junior Organisers Report – See [Appendix 4](#)

The GB will arrange for another person to support SH on 9<sup>th</sup> – 10<sup>th</sup> August so she is not on her own. LJ has agreed. No complaints following the £35 charge.

### d) 2<sup>nd</sup> team - See [Appendix 5](#)

2<sup>nd</sup> Team County Teams - 21<sup>st</sup> to 23<sup>rd</sup> August at Bungay will require 2 referees (Action DH)

Next training session to be looked at for the quality and ability of the players.  
Group meeting for TM, LJ, EP & CG.

#### **8. Treasurer's Report - See [Appendix 6](#)**

We are now a limited company. TM thanked CD for taking this on and seeing it through.

CD requested that all future cheques and posted entry forms be sent directly to her so she can see who has paid and for what competition. This will stop CD having to marry them to the accounts.

Online forms to be updated. (Action DH)

#### **9. Safeguarding & Child Protection Responsibilities Annual Review**

A Zoom meeting to be arranged for an update in safeguarding. Sue Hayward to be the main contact.

#### **10. Website**

#### **11. Any Other Business**

Training and developments – A list of all players to be compiled to see the overlaps between 1<sup>st</sup> team, 2<sup>nd</sup> Team, Juniors and Seniors and money that is being spent on all players.

Practice matches – What does the county pay for? It needs to be in line with what the practice is for and what the sponsorship money is used for. Limit should be no more than 3.

Coaching Vouchers – if you are selected for any County team you must make yourself available.

The Champion of championship winner used to be used during county match week where each county put out their champion first. This is no longer required.

EP presented suggestions for a “shake up” of the various County competitions to allow more ladies and juniors to play. At the moment no competitions are held at weekends. See [Appendix 7](#) A Zoom meeting to be arranged to discuss 2024 matches.

#### **12. Date of next GB meeting:**

Friday 8<sup>th</sup> September 2023 @ Bury St Edmunds

D Hegarty  
Hon Secretary

## Appendix 1 - Handicap Advisor's Report

I have only had 2 queries since the AGM, one for advice and the other about County Competitions.

The one about County Competitions was from the Handicap Secretary at Stowmarket Golf Club wanting confirmation of the number of competition scorecards required in a rolling year for County Competitions such as The Stearn.

The other, from the Ladies Captain at Halesworth Golf Club, she wanted help with using the correct terminology, WHS, for their Ladies competitions. Their documentation was still written in pre WHS terms.

I was unable to attend the WHS Workshops at Seckford Golf Club on Thursday 23 March. There were two workshops available: from 1pm to 4pm and 6pm to 9pm. I await feedback from Jordan Dymond, EG, on these. Originally, there was no training uptake required by Suffolk clubs on WHS or sloping rating.

Jan Fawdry 22 March 2023

## Appendix 2 – CORONATION & CENTENARY FOURSOMES REPORT

To date we have 19 pairs signed up for the Coronation Foursomes at Rookery Park but only 7 pairs signed up for the Centenary Foursomes at BSE which is very disappointing at this point in time.

Rookery have agreed a £10 green fee per person and food has been agreed at £19.50 pp.

BSE have agreed food at £19.50 pp but we need to have a discussion with them today post this meeting about the Green Fees as they wanted to charge £25pp when I spoke with them today, chasing up for the information.

It shows that green fees should be negotiated at the time of booking the venue as to do it retrospectively leaves us in a bit of a quandary.

Can all clubs please encourage their slightly higher handicapped ladies to sign up for the Centenary Foursomes. The combined handicap index is between 39 – 64.9.

Caroline Emeny

## Appendix 3 Seniors Report

March '23

- An email was sent out in January to all ladies over 50 with a handicap of 14.0 or less inviting them to put themselves forward for the seniors team. An email was also sent to all the clubs to that effect in case anyone was missed.
- 48 ladies replied in the positive! Lots of keen ladies!
- Match dates have been sorted apart from with Bedfordshire (home) and Norfolk (away). When these are finalised I will be asking for availability. The plan, like last year, is to have a squad of lower handicap ladies for the League matches and try to play as many of the other ladies as possible in the other matches to give them the experience.
- The seniors had a pre-season get together at Ipswich Golf Club on 16 March. It was great to see more than 20 ladies take part. We had a fun, 4BBB competition and Ipswich GC were excellent hosts; the course played well in spite of the weather at the start of the week being challenging and it was Course Renovation week - many thanks go to them for hosting us.

Vicki Hunt  
Senior Ladies Captain

### **Jubilee Shield**

An email has been sent to clubs highlighting new rules - e.g neutral venues, reminder of the '5 card in a rolling year' rule etc. Round 1 is on Wednesday 17 May. No problems so far! The Suffolk has withdrawn.

## Appendix 4 – Juniors

We have recruited four girls from the development group last year to join the second team which has been positive progress.

The first training session was well attended and feedback from the parents and girls has been positive regarding the payment of £35 registration.

We will be playing the first junior competition on the 2nd April at Ipswich Spring Cup. Ipswich has generously agreed to making no charge.

I need to arrange a starter for this and also for one of the County Match days in August.

Over the Winter period I have been working with the boys junior team and have forwarded to you all the document produced.

The hubs are agreed Ufford Park , Halesworth and Culford. There has been a very positive response from pro's and each hub has four pro's available depending on the numbers. A letter is being sent to all clubs with the first session beginning on the 23rd April.

There will be a charge of £20 registration fee. It was felt a small charge would encourage attendance.

I have arranged accommodation for County Week as there is no hotel at the golf course.

I need to consider how to transport from hotel to course 15 to 20 mins. I am not sure we can rely on parents as the A12 is a nightmare in the mornings.  
I would be grateful for some support during county week. 10 to 12th August.

Sue Hayward  
Junior Organiser.

## Appendix 5 – 2nd Team Report for GB Meeting March 2023

The 2nd Team has had many more ladies interested in being part of the squad which is a fantastic success story for the development of ladies golf in Suffolk.

We had an enjoyable (yet windy!) team building day at Diss Golf Club on 16th February with 15 of the squad getting together to develop team relations and start the season off with valuable practice together.

The first Training session of 2023 saw 19 players on Saturday 25th March enjoying and benefitting from the expertise of the Felixstowe Ferry professionals, learning and developing key skills of pitching, controlling ball flight and advanced chipping techniques.

These early season sessions have given me the opportunity to meet some of the new squad members and assess the skills and potential of the squad in order to focus the training places to get the best out of the potential team members.

We have a friendly booked against the Bungay Hambro team on the 13th August where we will combine valuable practice on the course where the 2nd Team Match Days will be played the week after, with competitive local experienced players.

Norfolk have agreed to a friendly against us also, the date of which is being discussed with the Captain who is getting back to me with their availability on the date options proposed.

Unfortunately, Willis were not able to continue the generous sponsorship that was provided last year. I will be running fundraising events (raffles, bake sales etc. and am seeking donations for a potential auction) in order to raise some funds to assist with 2nd Team expenses this year and will try to source alternative sponsorship. I will ask Willis again next year.

All the players in the squad are enthusiastic about the future of the team especially as it's on home ground.

I'm liaising with Bungay in respect of the County Match Day arrangements.

Thank you for the offers of assistance for the match days, I'll be in touch nearer the time with details / tasks.

Charlie Garrod

Suffolk Ladies 2nd Team Captain

## Appendix 5 - Treasurer's Report for GB meeting 31<sup>st</sup> March 2023

### Bank Balances

As of 28<sup>th</sup> March 2023, the balances held are:

Treasurer's account	£892.04
Business Bank Instant (BBI)	£64,565.44

At the moment, the balance held in the BBI account seems high; this is primarily due to the fact that no competitions have yet been held (income has been received but no expenditure incurred).

### Income and expenditure:

#### England Golf CTP grant

£1504 has been received from Suffolk Golf Ltd on behalf of EG

#### Affiliation fees

Fees of £1477.50 and £135.00 have been received from Suffolk Golf Ltd and relate to Q4 2022. In addition, Q1 fees for 2023 have been received amounting to £4788

There is a proposal from England Golf to have a standardised affiliation fee collection process viz.,

- to move all counties to one, standard disbursement process.
- A new national license for the Affiliation fee Collection software (JBF solutions)
- Training and instalment of the software for new counties (70% of collecting counties already have the software)
- Refresher training sessions for all county executives to feel comfortable and confident on the system.
- Go live of 1 November 2023, in preparation for the 2024 season.
- Counties who are new to the software will be contacted to arrange installation.

Currently, SGU Ltd collect fees on behalf of SLCGA and I am unclear as to how this new proposal will fit with current arrangements – I expect all will be revealed in due course.

### Sponsorship

Confirmation still required that sponsorship would continue for the current financial year from Willis, MSC UK, One Group construction.

### Competitions

Registration for several competitions opened on 1<sup>st</sup> January. However, numbers for some competitions appear to be on the low side. Decisions to be taken regarding level of prizes.

### Budgets

In the absence of information from team captains (with the exception of the seniors) I am still working on an estimated break-even budget





Note 1	<b>Suffolk Golf Days</b>		
	SGD	2880	
	ESGD	3040	
		<b>5920</b>	
Note 2	<b>Competitions</b>		
	Centenary 4s	520	
	Championship	315	
	Coronation 4s	1280	
	Div 1	245	
	Div 2	70	
	Div 3	320	
	Div 4	350	
	Spring Cup	350	
	Seniors Champs	530	
		<b>3980</b>	
Note 3	<b>Sponsorship/ Grants</b>		
	EG CTP grant	<b>1504</b>	Juniors?
Note 4	<b>Administration</b>		
	Committee meetings	470	
	Engraving	69	
	Insurance	729	
	Meetings (AGM)	30	
	Postage	13	
	Committee - travel	475	
	Website	659	
		<b>2445</b>	
Note 5	<b>Teams and matches</b>		
	1st team	321	
	2nd team	48	
		<b>369</b>	
Note 6	<b>Juniors</b>		
	Coaching	278	
	Organisers exps	1242	
	Woodhall Spa	248	
		<b>1768</b>	

## Appendix 7 - PROPOSAL:

To bring county competitions in line with England Golf Values and increase participation as a result.

### Overview

Suffolk County Ladies Association's aims are to promote the game within its borders for females, and in accordance with its affiliation to England Golf.

However, by holding competitions during the week, we are failing to meet **England Golf's Key Values** in the following ways:

***"To be Inclusive..."*** - working women, mothers and female juniors cannot necessarily participate in competitions held on weekdays.

***"To be Supportive..."*** - working women, mothers and students do not always feel supported in their desire to enter competitions when they are held during the week.

***"Develop and deliver participation..."*** - working women, mothers and female juniors can feel excluded rather than encouraged to participate.

***"Drive equality and equity in everything we do..."*** - working women, mothers and students can feel the injustice of not being able to compete for the counties most important trophies because the competitions are not held at the weekends as they are for the men and male Juniors.

***"All who play, and all who aspire to play, must have an equal opportunity to do so..."*** - by holding key competitions during the week, we are prohibiting the entry of working women, mothers and female juniors.

***"Everyone is treated fairly and can enjoy all aspects of golf..."*** - working women, mothers and female juniors are not being given the same consideration as the men when their competitions are held during the week.

### Considerations for Improvement

1. **Day Change from Friday to Saturday for the first day qualifying round(s)**
2. **Cost** - I believe one of the reasons that our Championship does not receive many entries is that the cost is £45.  
Those who do not make the top 8 are subsidising the cost of holding the Match Play.
3. **36 Holes** - Another factor which limits entries is that 36 holes is off-putting to competitors who fear playing another 18 if they have found the first 18 particularly challenging.
4. **Combining Dates** - Divisions 2, 3 & 4 could all play on the same Saturday as the 18-hole qualifier for the 36-hole Stroke Play Championship

### Advantages

An advantage of holding Division Meetings 2, 3 & 4 all on the same day as the County Stroke Play Championship qualifier include the following:

- The host club would make more money.
- There would be fewer journeys made overall as competitors would have more lift-share opportunities.
- It would cost the Association much less in travel expenses as less representation would be needed overall.
- There would be big buzz on the day due to the numbers involved.

### **Suggestions for consideration / discussion**

Would we receive significantly more entries if the Saturday was 18 holes Stroke Play and cost £25?

The top 12 or 15 players could then play 36 hole stroke play on the Sunday to compete for the Nett and Gross trophies (What would we charge)?

The below is an example of how the Suffolk Men run their Championships:

#### The Suffolk Men's Championship

- Is held in **June** and entry is £50.
- Competitors play **18 holes on a Saturday** and then the **top 30 - play 36 on the Sunday**.
- The Match Play is contested by the top 3 players and the top ranking amateur from the Suffolk Open Championship: The **Match Play is held in September**.

### **Proposal**

1. In the interest of equality for women, mothers and female Juniors - I would propose that **all the Division Meetings are held on a Saturday** instead of a Friday.  
The **top 12 or 15 players could then play 36 hole stroke play on the Sunday** to compete for the Nett and Gross trophies (What would we charge?)
2. Reduce the Cost from **£45 to £25** for the initial 18 holes Stroke Play Championships
3. **Divisions 2, 3 & 4 could all play on the same Saturday as the 18-hole qualifier for the 36-hole Stroke Play Championship.**
4. **Match Play Knockout to be held on the Sunday after the Division 1 meeting in September (Saturday)** Top 3 (or 7) from the Stroke Play plus Gross Winner of Division 1. **Entry Fee?**

# Self-Assessment form for Buggy Usage



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