



Highwaymen AGM minutes

Date: 19th November 2020

Time: 4pm

Location: 'Cisco Webex Meetings' event (due to Covid-19)

1. Apologies and attendees

Apologies for absence were received from William Davis & Roger Smith.

The following members, shown in alphabetical order, attended the meeting:

Stuart Armstrong, Paul Buchanan, Gerald Bullock, John Burton, Paul Carter, John Chapman, Peter Christmas, Christopher Dalton, Nigel Deacon, Vernon DeCruz, Keith Doran, Steve Downs, Alan Dowsett, Gordon Ebbon, Geoffrey Eldred, David Eyre, David Gray, Peter Gray, Ian Greenaway, Phillip Harrison, David Head, David Lewendon, Pier Lorusso, Malcolm Lucas, Dugald Macpherson, Alan McDonald, Kevin McGann, Bill McIntosh, Norlan McIntyre, John Peasgood, Tony Pullen, Paul Rozier, Martin Ruggles, Richard Snook, Howard Somerville, Tony Tilly, Robin Tyler, Graham Woodfine

2. Minutes of previous AGM held on 14th November 2019

Vote #1: Approval of last year's minutes.

Proposed by: Roger Smith

Seconded by: David Head

Vote result: The 2019 AGM minutes were approved.

Yes, 31 votes; No, 0 votes.

3. Matters arising

3.1 The issue of how to mark the passing of Maurice Manning was raised.

The Committee decided on a new trophy to be known as the Maurice Manning Tour trophy, see first image in Appendix 1, which replaced the previous old and rather dilapidated trophy. This was deemed to be a fitting memorial to commemorate Maurice's contribution to the tour and the Highwaymen's section over many years.

3.2 Graham Woodfine stated we have a Memorial Book to commemorate the passing of members. It will be available to view more frequently on Thursday mornings.

4. Captain's report – Graham Woodfine

Unfortunately, 2020 will not be remembered for being the year I was the Highwaymen's Captain but the year of the virus. This has dominated our lives this year and claimed the life of one of our dear friends George Baker.

We also lost too many of our Senior Highwaymen this year they being:-

Gerry Knowles

"Gerry was a larger-than-life guy, always positive and fun to be around. He remained a keen golfer in spite of several years of poor health; he will be sorely missed by many at the club, and maybe even some of the numerous elite sportsmen he tested for drugs over the last 15 years.

Alex Akhurst

Alex was a long-time member of The Highwaymen and an inspiration to us all playing into his late eighties. Nearly always queuing up in the Thursday morning rollup looking for a game, come rain or shine.

George Baker

One of the kindest and gentlest and most considerate persons you could hope to meet, who would do anything he could to help. He would have loved to play more golf, but his health limited this to warmer days. Needless to say, he is sorely missed by all who knew him.

Jim Ingram

Jim and his wife Audrey were very active members of the club during our early years. He was deeply involved with the Highwaymen and his wife, Audrey, is a Past Ladies Captain of the Club. They moved to live in Spain about 15 years ago.

Group Captain John Scambler

John was the founder and instigator of the Highwaymen back in 1994. He set up the initial rules and ran the first groups of meetings assisted by volunteers. From these humble beginnings we have grown into what we are today thanks to John.

Henry Lumley

Simply put, without Henry's vision and his land, we would not have Windlesham Golf Club. He was the club's founder and chairman for many years. A gentleman in the traditional sense of the word and an enthusiastic guest of ours each year at our Christmas Dinners.

The beginning of this year had an ominous start when in February two of our most prestigious trophies were stolen in a burglary from the clubhouse's display cabinets. But thanks to the club's insurance and a lot of

hard work by Keith Doran they have now been replaced. A photo of the new Elliott Cup can be seen in Appendix 1, second image. Our thanks also should also go to our resident wood turner, Peter Christmas, for its new base.

Apart from all these very sad losses, in many other ways it has ironically been a good year for The Highwaymen. The virus and social distancing has forced us to make some changes, many of which were overdue such as the elimination of handling time consuming cash. The introduction of booking on-line into time zones has also proved to be very popular, especially for those who like a bit longer in bed or do not enjoy driving through rush hour traffic to get to the clubhouse before eight in the morning. This success is measured by the fact that our numbers of Thursday are almost 50% up on previous years.

Most of our thanks for these innovations should go to Bill McIntosh who is the hardest working member of your committee. He is the unsung hero of the Highwaymen. Believe me without him we would not be in the good place we are today. Much of the same can be said of Keith Doran, our I.T. wizard. Working with Bill, Keith has provided us with the technical knowhow on how to run our affairs, this on-line A.G.M. and its graphics being a very good example. Thank you, Bill and Keith.

Whilst in my year we have all missed out on many of our usual social activities, at least we were able to run one of our social highlights of the year, that being our Christmas Dinner. Thank you, Paul Buchanan, for all the work you put into this successful evening. It will be a great shame as it looks very likely we will not be able to repeat this again this year. Your committee must have had great foresight when it took the decision last year to no longer collect your £1 Christmas dinner money each week.

Talking about your committee, I cannot sing their praises enough. They are a delightful bunch of gentlemen who have been a joy to work with. They all know what they need to do and just get on and do it. Our on-line committee meetings have been short and to the point and perhaps just as important a bit of fun too.

Gerald Bullock has been his usual Gerald, keeping a watchful eye on all that we do. Not only does he compile our weekly Parish Notices, but he pulls together our diary, not an easy task when you consider in normal times, we often run more than one event on most Thursdays.

Howard Somerville has been the find of the year. If ever there was a man for the job, Howard is it. Thank you, Howard, we take great comfort from knowing that our money is being safely looked after in your hands. Also, our thanks should go to John Burton who has scrutinised our accounts.

Malcolm Lucas, though not on the committee, sits on The Club's Handicap

Committee to represent the Highwaymen and our handicaps. He has kept himself and your committee up to speed with the new World Handicap System, not an easy task as we are all finding out.

Roger Smith is stepping down from the committee after this meeting. Roger was our Captain last year, a very successful one for The Highwaymen. He along with Gerald have kindly said they will continue to organise our popular annual Highwaymen's Away Tour. We are all keeping our fingers crossed that it will go ahead next May.

David Head has been our highly conscientious secretary this year and will remain on the committee but is taking a short break from his responsibilities as he has some domestic priorities to deal with first. Thank you, David, and thank you in particular for your detailed preparation for this meeting. It is very much appreciated.

That just leaves Phillip Harrison our Vice Captain and this year's Interclub Match Secretary.

Whilst he has been diligent in his Vice Captain's duties, he has been bloody useless as a match coordinator. Played none, won none, lost none and drawn none. Not his fault he tells me!!

However, I know he has put a lot of work into setting up next year's matches which hopefully will take place; and subject to your confirmation vote; he will be your captain next year. I know we all wish him all the very best with that endeavour.

Before I move onto our golf, I would just to thank you all for your weekly competition contributions to The Club Captain's Charity. This allowed us to donate £1350 to a local riding for the disabled charity this year, a shortened golfing year that has been difficult for all charities to raise funds. Thank you.

Enough about your committee, the main purpose of The Highwaymen is to play golf. Our golfing programme inevitably had to be shortened but we were still able to run most of our major events.

Competition	Winners
Winter Pairs	Keith Doran and Martin Ruggles
Kim Short Trophy	John Peasgood
Winter Eclectic	Stuart Armstrong
Elliott Cup	John Peasgood
Costello Bowl	Keith Doran
Staunton Memorial Shield	Nigel Deacon and Stuart Armstrong

Committee Cup	Chris Dalton
The Baxter Trophy	Alan Dowsett and Phillip Harrison
Most improved player	Andrew Harvey, cut by 4.4
Most attendances	Alan Meyer, 25 attendances
Top prize winner	John Peasgood, winning £74
The Thomas Trophy	Stuart Armstrong, lowest net score of 73

and, the Highwaymen's Golfer of The Year and Winner of The Scratch Cup with a gross score of 81 was Ross Ford

Well played to all the winners.

That is about all from me. I would just like to finish by saying despite the virus it has still been an honour and perhaps just as important fun to be your captain this year. I am sorry that a number of our more sociable events had to be cancelled. However, I enjoyed being involved with your committee and thank them for all their hard work and support. All of them give up a considerable amount of their time to ensure you all enjoy your golf. They are a fine body of men who know what to do and just get on and do it. They needed little help from me which is exactly how it should be. They have all coped with the demands of social distancing and introduced many popular innovations which have made life simpler for them to organise and more importantly more fun for you.

After this meeting I will also vacate my seat on the Club's Main Committee and hand it over to your next captain. I have served on and off on this committee for 11 years and I hope I have helped steer in many constructive changes.

We as a club have come a long way in the past 26 years and I thank W.G.M.L. and especially the Lumley family for their commitment to our club and its family of good friends within it.

That's my lot. Let's hope we are all back on the course next month, in the meantime stay safe.

Graham Woodfine

5. Treasurer's report – Howard Somerville

Impact of Covid-19 and poor weather

With the poor weather at the start of our financial year followed by a three-month shut down due to Covid-19, the playing numbers for the Highwaymen's Thursday golf were significantly down year on year and this fact is reflected in reduced income and expenditure for Golf Competitions. Also, the Autumn Dinner was a casualty of Covid as was the 'normal' (i.e. with meal) Baxter Trophy event and this has consequently reduced Special Events income and expenditure compared with last year.

Highwaymen's Funds retained to be reduced

Early in the year the Committee agreed that the retained Highwaymen's Funds' balance was unnecessarily high (£2,954 brought forward from last year) and that we should work towards reducing it to approximately £2,000. This decision has helped us maintain the basic roll up fee at £2 throughout this year. Generally, the roll up fee of £2 has been allocated as £1 for prizes with the other £1 being split between the Club Captain's Charity (£0.82) and the Green Staff Christmas Gratuity (£0.18) – purposely with nothing set aside to fund general overheads. As a consequence, the Income & Expenditure Account reflects a deficit of £361 (2019: £168 surplus) thereby helping to reduce the Highwaymen's Funds' balance at the year end to £2,473 (2019: £2,954).

Funding of Guests' dining cost at the Christmas Dinner

Prior to costing the Christmas Dinner this year the committee agreed that the dining cost of guests should be funded by the whole section and not just those Highwaymen who attended the dinner. This decision is reflected in the deficit of £130 from the dinner this year (2019: surplus £44).

Different approach to raffles at Christmas Dinner

Listed under Special Events are the Christmas Dinner Raffles. In the previous year there were two raffles – a general raffle and a seat raffle. In that year nearly everyone won a prize in the general raffle and on the night each table was asked to buy into the draw at £10 per head. The Seat Raffle entry fee was £1. These raffles produced total revenue of £993 at a cost of £463. For Christmas 2019 it was decided not to have a seat raffle. It was also decided that the collection of money on the night was not practical and that the general raffle shouldn't be a source of profit. Accordingly, an associated raffle entry fee of only £2 was included in the dinner ticket price and the overall cost of prizes limited to the total of the raffle entry fees. This change in method has resulted in this year's raffle 'breaking-even' compared with a surplus of £530 in 2018.

Prize money paid out directly after competitions

Early in the year the Committee also decided that all prize money, where possible, would be paid out 'on the day' as opposed to being presented, with trophies, at the Christmas Dinner. As a result, there is no provision for

Christmas Prize Money carried forward under the Non-Highwaymen Funds heading (2019: £750). Furthermore, it was agreed that all competitions should be 'self-funding' as opposed to being, in certain cases, subsidised from Highwaymen's Funds.

Club Captain's Charity contributions taken directly from competition entry fees

As referenced earlier, this year £1 of the £2 individual roll up fee has been specifically set aside to help fund both the Club Captain's Charity [CCC] and Green Staff Christmas Gratuity. Similarly, the balance of other competition fees has been divided in roughly the same proportion. In this accounting year £1,469 for the CCC fund has been accumulated from these fees. Other contribution sources were individual donations from the members of £316 and the proceeds from the Christmas Dinner 'Heads & Tails'/Fines of £154 resulting in a total collection of £1,939 for the year. After the donation in September of £1,350 to the outgoing Club Captain's Charity, at the end of this year a CCC fund of £589 (included within Non-Highwaymen Funds) is being carried forward. It should be remembered that the Highwaymen's financial year is not the same as the Club Captain's year of tenure.

Roll up contributions to Christmas Dinner discontinued

As was confirmed at last year's AGM, the Committee decided to discontinue the inclusion in the roll up/competition fees of the £1 contribution towards our Christmas Dinner event. Accordingly, there are no accumulated balances of Christmas Dinner contributions carried forward as a creditor (i.e. money held on behalf of the membership) under the Non-Highwaymen Funds heading in this year's accounts (2019: £2,054). This change reduced the standard roll up fee from £3 to £2.

See Appendix 2 Part 1: Income and Expenditure Report and Appendix 2 Part 2: Financial Summaries.

Accounts presented by:
Howard Somerville (Treasurer)

Auditor's Statement:

"I have examined the books and records of the Highwaymen's Section of Windlesham Golf Club for the year ended 31 October 2020 and can confirm they are in accord with the above accounts."

John Burton (Auditor) 4th November 2020

Vote #2: Acceptance of Accounts
Proposed by: Phillip Harrison
Seconded by: Gerald Bullock

Vote result: The accounts were approved.
Yes, 34 votes and No, 0 votes.

6. Appointment of Captain for 2020/2021

Graham Woodfine introduced Phillip Harrison as the proposed Captain for 2020/2021.

Vote #3: Appointment of Captain

Proposed by: Graham Woodfine

Seconded by: Howard Somerville

Vote result: The appointment of Phillip Harrison as the Captain for 2020/2021 was approved.

Yes, 34 votes and No, 0 votes.

7. Election of Committee Members

Roger Smith is standing down from the Committee after many years of service. All other members of the current Committee are standing again for election and the following members have been proposed as new members to be elected onto the Committee: Vernon DeCruz, Steve Downs and David Lewendon.

The following table shows the various Committee roles and nominees.

Role	Nominee	Proposed by	Seconded by
Captain	Phillip Harrison	Graham Woodfine	Howard Somerville
Competitions	Bill McIntosh	Keith Doran	Graham Woodfine
Diary & Comms	Gerald Bullock	Bill McIntosh	Howard Somerville
IT & Trophies	Keith Doran	David Head	Bill McIntosh
Matches	David Lewendon	Phillip Harrison	Roger Smith
Past Captain	Graham Woodfine	Howard Somerville	Paul Buchanan
Secretary	Steve Downs	Phillip Harrison	David Head
Social	Paul Buchanan	Gerald Bullock	Graham Woodfine
Treasurer	Howard Somerville	Graham Woodfine	Phillip Harrison
Additional	David Head	Phillip Harrison	Keith Doran
Additional	Vernon DeCruz	Phillip Harrison	Roger Smith

Vote #4: Election of Committee

Proposed: As seen above

Seconded: As seen above

Vote result: The election of the new Committee was approved.

Yes, 31 votes and No, 0 votes

8. New Captain's Introductory Address - Phillip Harrison

I am very proud to have been nominated as the Highwaymen's captain.

Although I have only been with WGC since 2017, I have developed many new friendships and I have been welcomed into an unequalled fraternity.

Sitting on the Committee I have been hugely impressed with the depth of knowledge and pragmatic attitudes that have benefited the Highwaymen in the course of our regular games. I would like to express my gratitude to our out-going captain, Graham Woodfine, for helping to steer us through these very distressing times when COVID-19 dominates all aspects of society.

I have learnt not to take the members of the Committee for granted and I ask you to do likewise. They are a prodigious team.

To employ an athletic metaphor, I am the latest to carry the relay baton of the Highwaymen captains. It is an event that started out 26 years ago and will continue for many decades to come.

It is very tempting as a new captain to have objectives of "continue as before, don't upset the system and hope that nothing goes wrong". Well, that didn't work last year, and it is not a sound strategy for the next 12-months. Under Graham's leadership we have sought to rationalise, streamline and innovate the processes that underpin the Highwaymen's processes. One of these improvements was the elimination of the "three pound coins" as a pre-requisite to the Thursday roll-up. Gone and with it a great deal of time and trouble. The innovation, borne out of a COVID-necessity, by Keith and Bill to introduce the very successful "time slots" in the WGC "Future competitions". The record numbers of Highwaymen testify to its successful adoption of the new roll-up process. I also wish to express my gratitude to Jack Bamford for his encouragement and willingness to see through these changes against a backdrop of COVID-19 difficulties.

So, we must not rest on our laurels. As a Committee we have started to generate simplified "Job Descriptions" for some of the Committee roles. I started this after acting as the Match Secretary and realised half-way through that I didn't understand the role and what it entailed (Gerald has a marvellous way of writing succinct emails on who's responsibility it is for arranging next year's fixture dates, clue, not his!).

The benefits of these job descriptions are:

- a) Ensuring that prospective Committee members understand the scope of the role

- b) Knowledge is retained and transferred from year to year
- c) The information is stored on the IT system for security and record
- d) They may act as a catalyst for further streamlining and removal of obsolete practices.

I also want to introduce “Succession Planning” and eliminate the last-minute search for Committee members leading up to the AGM. Subject to your approval, I wish to invite a limited number of Committee members “without portfolio”. It is hoped that they will join and steadily grow into positions of responsibility over the annual Committee cycle. To use another sporting analogy; they can act as substitutes in the case of extended illness or holidays or even to undertake specific and unique tasks. I repeat what I said before, do not take the existing committee members for granted. It is my firm intention that we will never return to the days of a four-man Committee!

There is no doubt that we will all find a huge challenge in the coming months as the pandemic dominates all aspects of our lives. Let us hope for good news on the vaccine front and in the meantime enjoy the friendship of the Highwaymen.

9. AGM resolutions

Resolution 1 – Changing the Thursday morning roll-up process.

The HWM Committee is proposing the following change to Section 1 of the 'Highwaymen's 2019 General Rules v1' document that can be found in the Useful/Helpful Documents area on the HWM website. The new wording is shown below in *italics*.

Section 1

The Men's Senior's Section (collectively named as The Highwaymen – HWM) is open to all members aged 55 or over. The HWM play on a Thursday morning from the Club's first tee time; registration is *via HandicapMaster*. *Booking will be open at 15:00 on the Monday in the week preceding the roll-up and will close at 15:00 on the Monday in the week of the event. HWM will be able to choose a preferred playing time zone from those on offer, a member of the Committee will then seek to allocate tee times at random within the preferred time zones and the tee times will be emailed to members from the Pro-shop, no later than a day before the roll-up.*

Vote #5: Adoption of Resolution 1

Proposed by: Bill McIntosh

Seconded by: Keith Doran

Vote result: The motion to adopt the new wording was approved.

Yes, 32 votes and No, 0 votes

10. AOB & meeting close

No other business was raised, and the meeting was declared closed at 16:50

Appendix 1 – The new Highwaymen trophies

The Maurice Manning Tour trophy



The Elliott Cup



Appendix 2 – Part 1: Income and Expenditure Account

WINDLESHAM GOLF CLUB - HIGHWAYMEN'S SECTION **ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2020**

INCOME AND EXPENDITURE ACCOUNT

	<i>Commentary (detailed in the Treasurer's Report)</i>	<u>2020</u>	<u>2019</u>
		£	£
<u>INCOME</u>			
Golf Competitions and Roll Ups	<i>Impact of Covid-19 and poor weather</i>	3,581.00	4,394.00
Special Events (see summary)		2,783.00	6,315.00
Club Captain's Charity donations received		316.00	434.00
Interest on Savings Account		4.57	6.02
		<hr/>	<hr/>
Total Income		6,684.57	11,149.02
		<hr/>	<hr/>
<u>EXPENDITURE</u>			
Golf Competitions and Roll Ups - Prizes	<i>Impact of Covid-19 and poor weather</i>	2,299.93	2,845.43
Special Events (see summary)		2,759.50	5,632.78
Club Captain's Charity donation paid		1,350.00	1,200.00
Green Staff Christmas gratuity		300.00	300.00
Other Expenses (see summary)		454.19	927.38
VAT		(117.79)	75.19
		<hr/>	<hr/>
Total Expenditure		7,045.83	10,980.78
		<hr/>	<hr/>
<u>(Deficit) / Surplus for the year</u>	<i>Highwaymen's Funds to be reduced</i>	(361.26)	168.24
		<hr/>	<hr/>
<u>HIGHWAYMEN'S FUNDS</u>			
		<u>2020</u>	<u>2019</u>
		£	£
Brought forward at the 1st November 2019		2,953.64	2,785.40
(Deduct) / Add: (Deficit) / Surplus for the year (see above)		(361.26)	168.24
Add: Decrease in Non-Highwaymen Funds (excluding Christmas Dinner contributions)		(119.07)	-
		<hr/>	<hr/>
<u>Carried forward at 31st October 2020</u>	<i>Highwaymen's Funds to be reduced</i>	2,473.31	2,953.64
		<hr/>	<hr/>
<u>REPRESENTED BY:</u>			
Cash at bank and in hand		3,708.41	5,785.74
Add: VAT receivable		13.97	351.90
Deduct: Total Non-Highwaymen Funds (see summary)		(1,249.07)	(3,184.00)
		<hr/>	<hr/>
<u>Net Assets</u>		2,473.31	2,953.64
		<hr/>	<hr/>

Appendix 2 – Part 2: Financial Summaries

WINDLESHAM GOLF CLUB - HIGHWAYMEN'S SECTION **ACCOUNTS FOR THE YEAR ENDED 31 OCTOBER 2020**

		<i>Commentary (detailed in the Treasurer's Report)</i>					
		<u>2020</u>	<u>2020</u>	<u>2020</u>	<u>2019</u>	<u>2019</u>	<u>2019</u>
		<u>Income</u>	<u>Costs</u>	<u>Surplus/ (Deficit)</u>	<u>Income</u>	<u>Costs</u>	<u>Surplus/ (Deficit)</u>
		<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
SUMMARIES							
<u>SPECIAL EVENTS</u>							
<u>GENERAL</u>							
Christmas Dinner	<i>Funding of guests' dining cost at the Christmas Dinner</i>	2,481.00	2,611.00	(130.00)	2,988.00	2,944.00	44.00
Christmas Raffles	<i>Different approach to Christmas raffles</i>	148.00	148.50	(0.50)	993.00	462.78	530.22
Christmas 'Heads & Tails' and Fines		154.00	-	154.00	184.00	25.00	159.00
Autumn Dinner	<i>Impact of Covid-19</i>	-	-	-	1,796.00	1,795.00	1.00
<u>WITH LADIES (golf & meal)</u>							
Baxter Trophy (Texas Scramble)	<i>Impact of Covid-19</i>	-	-	-	354.00	406.00	(52.00)
		<u>2,783.00</u>	<u>2,759.50</u>	<u>23.50</u>	<u>6,315.00</u>	<u>5,632.78</u>	<u>682.22</u>
		=====	=====	=====	=====	=====	=====
			<u>2020</u>			<u>2019</u>	
			<u>£</u>			<u>£</u>	
Computer costs			90.77			127.02	
Christmas Cracker - Mulled wine			160.00			240.00	
HWM Captain's Texas Scramble prizes			29.97			49.50	
Trophy Engraving			129.45			90.00	
HWM over 70's Match's subsidised			-			48.00	
Christmas Gifts to Office Staff			-			80.00	
CPR Training			-			125.00	
Stationery			-			52.31	
Miscellaneous			44.00			115.55	
			<u>454.19</u>			<u>927.38</u>	
			=====			=====	
			<u>2020</u>			<u>2019</u>	
			<u>£</u>			<u>£</u>	
Prize money for prior year competitions payable at Christmas	<i>Prize money paid out directly after competitions</i>		-			750.00	
Entry fees for Costello Bowl Knockout			185.00			-	
Entry fees for Winter Pairs Knockout			150.00			80.00	
Club Captain's Charity Fund	<i>Captain's Charity contributions taken directly from entry fees</i>		589.01			-	
Green Staff Christmas Gratuity Fund	<i>Green Staff Gratuity contributions taken directly from entry fees</i>		325.06			300.00	
			<u>1,249.07</u>			<u>1,130.00</u>	
Christmas Dinner Contributions from roll ups	<i>Roll up contributions towards Christmas Dinner discontinued</i>		-			2,054.00	
			<u>1,249.07</u>			<u>3,184.00</u>	
			=====			=====	