



HWM Committee Meeting Minutes

Date: 29th November 2023 – 10.00am

Location: WGC Boardroom

Present

Steve Downs, Keith Doran, Kevin McGann, Andrew Harvey, Stephen Webb, Andy Heath (AFH)

1. Apologies	Action
1.1 David Lewendon, David Humphrey	
2. Minutes of Last Meeting	
2.1 Agreed, actions summarised within each report as below	
3. Captain's Report – SD	
3.1 The Captain advised that he attended the recent WGML committee meeting with KD.	Note
3.2 WGML have confirmed that the installation of the trophy cabinet in the pro-shop is due next week (w/c 4-12).	Note
3.3 WGML advised that all the green tees have been built and some are seeded and work is progressing well.	Note
3.4 At the WGML meeting KD advised that the ladies would need to have completed 6 qualifying rounds in the year to compete in the HWM Mixed Competitions. (Ref: 02-11-23 Item 5.7).	Note
3.5 A general club handicap review is scheduled for late December. Malcolm Lucas will represent the HWM and has been provided with details of all our winners for 2023.	Note
4. Treasurer's Report – AH	
4.1 Currently the cash at Bank is £ 4,025.80 (22 nd November)	Note
4.2 Non HWM funds – Club Captain's Charity Fund £ 1311.85, Staff Gratuity Fund £ 1,394.86, Winter Pairs Entry Fees £ 160, 9 Hole Prize money £10. Total Non-HWM funds = £ 2,876.71 HWM funds are therefore (£ 4,025.80 less £ 2,876.71) = £ 1,149.09 Plus, VAT receivable £ 69.23 = £ 1,218.32	Note

4.3 HWM annual accounts would be audited and posted to the HWM website by the end of this week. (Ref: 02-11-23 Item 4.3)	Completed HS/KD
4.4 It was agreed that AGM questions, to the treasurer, regarding the accounts should be received by Monday 13 th November. This will be posted in the Parish notices. (Ref: 02-11-23 Item 4.4)	Completed KM
4.5 It was agreed that staff gratuities would be gifted to permanent staff (F&B, Green Staff and Admin) prior to the HWM Christmas dinner. This would be paid by the Captain and advised to AH for re-imburement.	SD
4.6 Only two HWM golf days are accounted for this month (9 th & 16 th). The 2 nd November was lost due to a course closure, and we are awaiting transfer of monies (from WGML) for the 23 rd .	Note
4.7 Expenditure has exceeded income this month resulting in HWM funds being below the agreed £1,250. Allocations will be adjusted going forward to achieve the agreed level.	Note
4.8 Due to committee changes, it was agreed that AH and AFH would become designated signatories on the HWM bank account. AH will discuss process with the previous treasurer.	AH
5. Competition Secretary's Report – KD	
5.1 All trophies are engraved with the 2023 winners' names in preparation for the Christmas dinner presentations.	Note
5.2 Thanks to Tony Castelo who repaired the display box of the Evergreen Salver which had been slightly damaged.	Note
5.3 There have been 3 roll-ups in November, we lost the 2 nd November to a course closure. We have completed rounds 2 & 3 of the Winter Eclectic as planned. The average attendance for November roll-ups were 59 including the 9-hole competitions.	Note
5.4 The Winter Eclectic is quite tight at the top. The Top 3 are Martin Roads, Lee Wood and Emile Charbine. A reminder will be sent in February, before round 4, that it is your first 5 rounds that count towards your Eclectic final score. At the same time, a note within the Parish notices that the HWM website allows you to print your personal Eclectic score hole by hole.	Note
5.5 All HWM competitions are defined for December and January and set up in Golf Genius. Minor tweaks have been made to the competition notes attached in GG to provide additional clarity.	Note
5.6 The Winter Pairs 1 st Round was completed on schedule and round 2, the Quarter Finals, are due for completion 31 st December 2023.	Note
5.7 It was agreed that Malcolm Lucas would be trained and added to the roll-up roster.	KD

5.8 It was agreed that the roll-up on the 28 th December would close on the 22 nd December. This will be a restricted tee-slot of 2 hours and communicated in the Parish Notices.	KM
6. Communications Report -KM	
6.1 It was agreed that a note in the Parish Notices would direct members to the HWM website for the eulogy read at Brough Girling's wake held at the club on the 23 rd November.	KM
6.2 It was agreed that an explanation of the Glory and Honour winners of HWM competitions would be included in the Parish Notices.	KM
7. Match Secretary's Report – SW	
7.1 It was agreed that communication with Hartley Wintney GC would be initiated with a view to including them in our match schedule for 2024/25.	SW On-Going
8. Social Secretary's Report	
8.1 The full running order for the Christmas Dinner was discussed and it was agreed that the Captain, KD and DH would run the event.	Note
8.2 The seating plan for the Christmas Dinner needs to be finalised for Monday 4 th December.	DH
9. Web/I.T. Report – KD	
9.1 Our internet service provider (Kualo) relocated to new premises and upgraded their server infrastructure. There were no interruptions to the servicing of our website in the transition.	Note
9.2 Changes have been implemented to the email application in the HWM admin module to improve the robustness and security of email sending, specifically to Google email accounts as they are introducing new rules in Feb 2024. The new methodology was used in sending the Parish notices 24-11-23, we had no email rejections or errors.	Note
9.3 With thanks to Tony Green for his on-going support – without charge.	Note
9.4 A list of HWM Trophy winners for 2023 has been added to the useful/docs area of the HWM website home page.	Note
10. AGM	
10.1 It was agreed that the AGM next year (14 th Nov) would start at 2.45pm.	Note
10.2 It was agreed that the AGM minutes would be published to the website.	AFH
10.3 KD has prepared a presentation for the evening which is nearing completion. HWM annual accounts would be audited and posted to the HWM website by the end of this week. (Ref: 02-11-23 Item 4.3)	Completed HS/KD

10.4 It was agreed that AGM questions, to the treasurer, regarding the accounts should be received by Monday 13th November. This will be posted in the Parish notices. (Ref: 02-11-23 Item 4.4)	Completed KM
10.5 It was agreed that KM and AFH would register all attendees. (Ref: 02-11-23 Item 10.3)	Completed
11. AOB	
11.1 The Captain announced that AFH has accepted his invitation to be his Vice-Captain. AFH thanked the Captain and responded it was a great honour.	Note
11.2 The Captain presented the committee with a memento; the committee thanked the Captain.	Note
11.3 AFH advised that he would send the Committee Aide Memoire to all after the meeting. Which includes agreed matters from previous committee meetings.	AFH

**The next meeting will be held at WGC Boardroom on:
Wednesday 24th January 2023, starting at 10.00am.**