

**MINUTES OF A BOARD MEETING HELD AT EXETER GOLF AND COUNTRY CLUB LIMITED,
WEAR HOUSE, COUNTESS WEAR, EXETER ON WEDNESDAY 29TH SEPTEMBER 2021**

Present: Will Gannon (Chairman)
Cliff Nightingale (Finance Director)
Deborah Stevenson
Peter Lacey
Juliet Chenery

In Attendance: Vic Fox (President)
Chris Jones (General Manager)
Irene Gilbert (Secretary)

Responsibility

<p>1. APOLOGIES Apologies for absence were received from Geoff Bush.</p>	
<p>2. MINUTES The Minutes of the meeting held on 25th August were confirmed by the Board and signed by the Chairman.</p>	
<p>3. MATTERS ARISING Relocation of the Topsham Golf Academy - Consultation meetings took place at Countess Wear Village Hall on 17th and 18th September for residents of the surrounding areas. WG, PL, GB, CJ, and Andy Robbins our Planning Consultant, were in attendance. The meetings proved to be very constructive. All documents relating to the formal representation to be ready for submission at the end of October. The current owner of the land, Mr A Martin, is happy with the current progress.</p> <p>Heritage – negotiations relating to costings of electricity to fountain have reached a satisfactory conclusion.</p> <p>Tennis – The Chairman was due to meet with the Ladies’ and Men’s Tennis Captains and would update the Board at the next meeting.</p>	
<p>4. FINANCIAL MATTERS Will Roose, the newly appointed Financial Controller, joined the Management Team at the end of September and the Financial Director would be meeting with him early next week.</p> <p>CN is reasonably happy with the present financial position and membership figures.</p> <p>Next year’s budgets are being prepared and will be circulated by email.</p> <p>The expenditure to upgrade the kitchen was approved.</p> <p>Lee Cottrell, Project Manager, had produced budget costs for Wear Park. However, there is no need to authorise expenditure yet. CN confirmed that we are working within budgets at the moment, and</p>	

<p>believed it was essential that we keep momentum going.</p> <p>CJ expressed his concerns on the completion of works within the allotted time. Menus are being drawn up for meals from the pastry kitchen.</p> <p>Bartletts have been asked to look at problems with the gas line in the Mews kitchen in order to use this area for small events.</p> <p>A separate Finance Meeting to be arranged to discuss 2022 budgets and subscriptions. In the first instance Finance Director to discuss with Management Team and then present to Board.</p> <p>It was confirmed that the Company AGM would be held on Saturday 6th November at 12.00 noon. A pre-meeting for directors would take place at 10.30 am and the usual lunch to thank President/Captains would be held in the dining room after the meeting. Menu and invites to be circulated.</p> <p>CJ confirmed that we are still waiting for the audited year end accounts from Francis Clark – these are being chased.</p>	<p>CJ/IG</p> <p>CN/CJ</p>
<p>5. GENERAL MANAGER'S REPORT</p> <p>The General Manager had circulated his detailed report to the Directors.</p> <p>Health & Safety – there had been four minor accidents during the month.</p> <p>Work had commenced on the ladies' swim changing rooms to complete flooring works, re-decoration, and re-grout of shower areas.</p> <p>The various events which took place during the month went well despite having very few staff. Thanks were extended to the F & B staff and volunteers from other departments for all their hard work.</p> <p>The Spa continues to be very busy, and a new therapist has been employed.</p> <p>The swimming pools have been busy, although problems have arisen with shortage of lifeguards due to illness and college/university commitments.</p> <p>Golf course – tee usage has been monitored and various times throughout the week have been allocated for visitors, to increase revenue.</p> <p>The fitness team are working well together with an increased social atmosphere in the gym. Workout classes have been reviewed resulting in a more varied offering.</p>	

<p>Rackets – the introduction of Padel Tennis is being investigated and further details will be reported after the planned meeting with Padel4All.</p> <p>Geoff Ramm – it was pleasing to see that we received a mention in the Experience makers – All Four One Results.</p> <p>The President reported that he had received various complaints from members regarding current service at the Club. He thought it would be helpful if the Chairman sent out an email asking members for their patience during these difficult times.</p> <p>There have been a few issues at the Topsham Golf Academy with balls going over the net. It appears that this relates to corporate members and is being reviewed. It was confirmed that the TGA is manned at all times.</p>	
<p>6. PROPERTY MATTERS Nothing further to report.</p>	
<p>7. DEVELOPMENT REPORT Nothing further to report.</p>	
<p>8. PRESIDENT’S REPORT The President asked whether it was possible for the Club Committee to have a walk-through Phase 1 of the development so far, with details on each phase and how it will be completed with the least disruption to members. PL agreed to give a conducted tour.</p> <p>The President had circulated notes of the Sub Committee meeting held on 27th September to the Board, which was very much appreciated. The Board was happy to leave the Management Team to liaise with the sub-committee on their suggestions.</p> <p>A meeting was to be arranged with the Estates Manager to discuss recycling at the Club.</p> <p>The Sub Committee thanked the General Manger for putting up the development display boards.</p>	<p>PL</p> <p>CJ</p> <p>CJ</p>
<p>9. ATTENDANCE AT CLUB COMMITTEE Post Meeting Note – Juliet Chenery attended Club Committee in place of Geoff Bush due to illness.</p>	
<p>10. ANY OTHER BUSINESS WG reminded the meeting that the Road Map, which is an important document, needs more work in order to circulate to the membership.</p>	
<p>11. DATE OF NEXT MEETING Wednesday 27th October 2021</p>	

There being no further business to discuss the meeting finished at 6.35 pm

Chairman **Date**