

**MINUTES OF A BOARD MEETING HELD AT EXETER GOLF AND COUNTRY CLUB LIMITED,  
WEAR HOUSE, COUNTESS WEAR, EXETER ON WEDNESDAY 27<sup>th</sup> SEPTEMBER 2023**

(Note for members reading these minutes – Board meetings are partly confidential, such as those items relating to finance, employment, and disciplinary matters, and these are not included in the minutes published on the Club website).

**Present:** Cliff Nightingale (Finance Director – Chair)  
Peter Lacey  
Deborah Stevenson  
Jenna Hamilton Pursglove

**In Attendance:** Chris Jones (General Manager)  
Will Roose (Financial Controller)  
Jenni Ashford (Minutes)

**Responsibility**

<p><b>1. APOLOGIES</b></p> <p>Apologies for absence received from Will Gannon, Geoff Bush, Juliet Chenery, Robert Wilmington Badcock, Nick Rimmer (Club President).</p>	
<p><b>2. MINUTES</b></p> <p>The Minutes of the August Board Meeting and the Finance Meeting were agreed – signed by CN in WG’s absence.</p>	
<p><b>3. MATTERS ARISING</b></p> <p>Share deferrals – CJ and Martyn Walker are planning to meet Tozers Solicitors with questions regarding the shares eg deferrals, legality of maximum holding being reduced, buying in shares – including having a balance to meet future needs.</p> <p>Bloor Homes – WG met them to discuss the impending development on the 11<sup>th</sup> boundary – re trespassers and protection from incoming balls – they have agreed to pay Tom MacKenzie to complete a survey.</p> <p>Garden Pavilion tiles – the re-tiling is complete but drains, grouting and re-render outstanding.</p> <p>Rules, regulations, articles and governance updates – actions will be in the report to shareholders at the AGM.</p>	
<p><b>4. FINANCIAL MATTERS</b></p>	

<p>CN welcomed WR to the meeting as a regular attendee going forward and explained that WR would deal with the Accounts reporting at future meetings.</p> <p>WR explained the management accounts and advised that August was better than expected considering the poor weather etc, however there was still a £5K deficit on budget. CJ advised that the Devon Hoteliers group he attends, has reported the worst summer in a long while across the county.</p> <p>PL referred to the declining pattern in subs numbers we have experienced since April, which is not usual. The matter was discussed – it is mainly swim members, most report leaving due to finance/change of circumstance, however the issue of the club being a building site is not providing good value for money. Quotes are coming in for the development of the gym to expand it and make it attractive to new members. Will also have a short term improvement in terms of new cardio equipment by 2024, which is already factored into cashflow.</p> <p>The Annual Audited Accounts were approved bring in line with the March management accounts and are ready to be signed by CN and WG. Agreed and proposed by CN – seconded by JHP. This will need to go onto the website by 14<sup>th</sup> October with the AGM paperwork.</p>	
<p><b>5. GENERAL MANAGER’S REPORT</b></p> <p>CJ circulated his GM report.</p> <p>CJ advised the Board of the issues regarding staffing in the kitchen – we are currently recruiting for a Chef de Partie, Sous Chef and KPs.</p> <p>Wingfield has been installed on Tennis Court One.</p> <p>Flood – the flood damage has been rectified – Topsham Golf Academy was the worst affected however no insurance claim necessary.</p> <p>Photo shoot – launching a new Wear Park Wedding packaged valued at £10K.</p> <p>Last minute £7K event taking place this Saturday – thank you to Elaine for creating contacts that have enabled this.</p>	
<p><b>6. PROPERTY AND DEVELOPMENT MATTERS</b></p> <p>Structural survey re new steels etc for the bar area.</p> <p>The new Members Bar soft play area is being installed on a contra-deal basis so it will cost £10K instead of £20K.</p>	

<b>7. RISK REPORT</b>  CJ advised there were no changes to the Risk Report.  The Greenkeepers Portakabin and pathway have been completed.	
<b>8. PRESIDENT'S REPORT</b>  No report.	
<b>9. ATTENDANCE AT CLUB COMMITTEE</b>  CN to attend the next Club Committee to be held on 6 <sup>th</sup> November.	CN
<b>10. SHARE TRANSFER FORMS</b>  N/A	
<b>11. ANY OTHER BUSINESS</b>  N/A	
<b>12. DATE OF NEXT MEETING</b>  Next Board Meeting - Wednesday 25 <sup>th</sup> October 2023.	

There being no further business to discuss the meeting finished at 7.00 pm.

**Chairman** ..... **Date** .....