



## WESTLECOT BOWLS CLUB

### MINUTES OF THE SPECIAL MANAGEMENT MEETING HELD SATURDAY 16/5/20

#### PRESENT

<b>PRESIDENT</b>	<b>Peter Stewart</b>	<b>PS</b>	<b>Co-opted Doug Haigh</b>
<b>CHAIR PERSON</b>	<b>Mike Shawyer</b>	<b>MS</b>	
<b>TREASURER</b>	<b>Keith Williamson</b>	<b>KW</b>	
<b>SECRETARY</b>	<b>Carole Coombs</b>	<b>CC</b>	
<b>MEMBERSHIP OFFICER</b>	<b>Sheila Matthews</b>	<b>SM</b>	
<b>OUTDOOR ADMINISTRATOR</b>	<b>Gary Jackson</b>	<b>GJ</b>	
<b>INDOOR ADMINISTRATOR</b>	<b>Jayne Croston</b>	<b>JC</b>	

The meeting was called to discuss the potential opening of the outdoor green following guidance from the Government and Bowls England.

The Chair Person asked all the Management Team if in principle they were happy with opening the green on Monday 18 <sup>th</sup> May 2020 as long as we were all happy with the safety elements. The Management team agreed	
JC asked to <b>include in the members email.</b> "Every member needs to consider their own circumstances during this time and if they choose to play, they do so at their own risk".	<b>GJ</b>
DH asked if our Public Liability Insurance covers operating on the green in this situation. JC advised that most Insurance Companies will not cover Covid 19 related instances, but after discussion it was agreed that we should put the First Aid kit in the shed for members use if required. <b>This also to be mentioned on the members email.</b>	<b>GJ</b>
PS asked that for traceability point of view we need to ensure that when members book, they include who they are playing with even if it is a member of the same household. <b>This to be advised to members on the email.</b> It was agreed that GJ would send an email to the Management Committee on a Sunday showing the bookings for the previous week.	<b>GJ</b>
CC asked GJ if the sanitizer that is being used needs to be wiped off after spraying. GJ confirmed that the sanitizer is just left to dry. It was agreed that members would be asked to sanitize the mat and jack they were using before and after the game. We would suggest to members that they bring their own hand sanitizer. <b>Add to email</b>	<b>GJ</b>
To avoid contact with the gate handles and equipment shed door lock, it was agreed that the Management Team member checking the clubhouse each day, would open up the gate and the equipment shed before 1pm weekdays and by 9am weekends. It was hoped that the last member to leave would push up the shed and gates.	<b>MS PS KW GJ</b>
It was agreed that bookings will be taken for 7 days in advance and each member is able to roll up a maximum of twice per week at the present time. <b>This to be advised in the email to members.</b>	<b>GJ</b>
GJ confirmed that bookings would be taken from 1pm until 7.15pm weekdays and 9.15am to 7.15 pm weekends.	

It was confirmed that only the old green would be open at the present time and 3 rinks will be laid out for use by GJ. There will be a notice placed on the new green saying closed. <b>This detail to be added to the email to members.</b>	<b>GJ</b>
It was agreed that if members bring drinks or snacks, they must take the packaging away with them, as no bins will be available. <b>This to be added to the email</b>	<b>GJ</b>
PS requested to start the email with "The Committee had met on Saturday 16/5 to discuss the latest government and BE advice and are pleased to announce the opening of the old green from Monday 18/5."	<b>GJ</b>
GJ Would monitor bookings and ensure that only members are allowed to bowl and Monday to Friday members only bowl during this period. It was also confirmed that the email would only be sent to existing members.	<b>GJ</b>
SM confirmed that some new members had already purchased some bowls and suggested that we do not put any spare bowls in the equipment shed at this time	
CC asked about members who have left their bowls in their lockers at the club? After discussion it was agreed that <b>two slots would be given on the members email</b> for them to collect their woods. PS agreed to be in attendance at the set times given.	<b>PS</b>
MS asked that the following statement be put <b>at the bottom of the members email.</b> <b>"The Management Committee hold the right to change the above as new information from the Government and Bowls England comes to us and any changes will be relayed to the members at the earliest opportunity".</b>	<b>GJ</b>
It was agreed by the Committee that now that we were all happy with the issues that were raised and had been sorted we would open the Outdoor Green for Rollups from Monday 18 <sup>th</sup> May 2020.	
MS advised that Brian Whittingham and Paul Kistle had offered to help with the watering of the green on occasions. A rota would be organised as required It was suggested that those assisting wear gloves if possible.	<b>GJ</b>
KW advised that the furlough scheme had been agreed fully and therefore the bar team will receive their money to the end of July 20.	<b>KW</b>
MS advised that the next Management Meeting will take place on Wednesday 20 <sup>th</sup> May 2020 as previously agreed. CC to send out Agenda	<b>CC</b>
<b>The meeting was closed at 12.10pm</b>	