

DEESIDE GOLF CLUB

Minute of Council Meeting held on 25th August 2020

Present:	E. Farquharson-Black (Captain)
	S. Cruickshank (Vice-Captain)
	G. Pryde (Finance Convener)
	S Ritchie (Greens Convener)
	D McEwen (Match & Handicap)
	G. Murray (Ladies Captain)
	I. McPherson (Junior Convener)
In Attendance:	D.P. Pern (Club Manager)
	N. McLoughlin (Course Manager)
	F.J. Coutts (Director of Golf)

- Welcome:** Captain welcomed everyone to the Council meeting which was held in accordance with social distancing requirements.
- Minute of Council held on 21st July 2020**
The minute of the Council meeting on 21st July was approved.
- Matters arising from the Minute**
 - NM/SR are still in the process of meeting with various Golf Club Architects. A report will be prepared for September Council meeting.
 - EFB will prepare a communication to be circulated to members following this meeting.
 - DP has contacted the waiting list offering the Takeaway food service.
 - DP registered the Club for the “Eat out to help out” government scheme. Unfortunately, due to lockdown, members have not had the full benefit of the scheme.
 - The Club has entered two teams into the Ballater Team Texas Scramble on the 25th September office. A separate notification has been sent out and the draw will be made on Friday 4th September.
 - The Trackman installation is in progress. When all the equipment has been installed, training has been completed and the final policy and procedures have been confirmed, the facility will open to members. Separate communication to be sent to members in due course.
 - Council discussed the outside seating area. It was agreed to invite another company to quote for the slabbing work. It was agreed that more detail on the finished project is required before progressing with any early work to improve this area.
 - The annual November “Information Evening” will take place virtually this year. A presentation will be circulated to members. Questions will then be invited, followed by a virtual update with Council via Zoom or Face book Live.
 - NM/SR to arrange member awareness forum around the hollow coring and visits to the green keeping sheds.
- Reports**

Captain's Report

- The survey carried out by SR/DM was well received and many comments were noted. This along with various emails received was discussed at length and the following actions were approved.
 - Booking System; It was agreed to adopt the one day rolling release, 7 days in advance. This system will hopefully reduce the number of cancelled bookings as members book various days at one time, only to change their minds later. The daily release time will be automated removing the burden on the Pro Shop to carry out a manual release which will become difficult in the winter months. The revised booking system will go live at 9pm on Sunday 30th August for tee times on Monday 7 September. Times will be released each subsequent day at 9pm in accordance with this rolling release.

Council is aware that changes to the system alone will not address concerns relating to availability of tee times.
 - Council agreed to introduce the following additional measures related to booking:
 - Tee reservations must be cancelled 24 hours before the booked time. This is to provide sufficient time for others to rebook the slot. Cancellations within 24 hours will be treated as “no shows” unless reasonable justification is given. Penalties will be introduced for no shows. A written or verbal warning will be issued to the primary booker on the first no show. On the second no show, the primary booker will be automatically prohibited from booking another time for a period of 7 days from the second failure to show.
 - Fourballs will be permitted for competition play. While this will allow more people to enter, it is recognised that rounds will take longer as a result.

Finance Report

The Finance Convener's report was noted

Greens Convener and Course Manager Reports

The Greens Convener and Course Manager's reports were noted.

- The Autumn Maintenance is scheduled for week commencing 14th September.
- It was agreed that winter projects will be limited this year.
- NM updated Council on the lease of new equipment. Both Toro and John Deere (the main suppliers) have been on site delivering different pieces of equipment on demonstration. Toro is the preferred supplier with the new electric/hybrid options on offer.
- It was agreed to progress with researching the new greenkeeping shed. Estimated costs for Planning permission, architect fees and building warrant is around £9k. Once drawings and costs have been received, Council will revert to the membership with the proposals.

Ladies' Captain Report

The Ladies' Captains' report was noted.

Match & Handicap

The Match & Handicap Convener's report was noted.

Junior Report

The Junior Convener's report was noted.

Club Manager Report

The Club Manager's report was noted.

- Three additional applications for membership now included in report.

5. Strategic Plan

A meeting to focus on the progress made over the last 6 months with the Strategic Plan objectives and to set timescales for some of the projects has been set for Wednesday 9th September at 17.30.

6. Capital Projects

Covered in the reports.

7. Health and Safety

- DP reported that Trading Standards/Environmental Health were on site on Tuesday 25th August. They were delighted with all procedures in place before re-opening the Clubhouse and marquee. The annual health and Safety on-site audit and inspection will take place on the 10th September, which will focus on Covid-19 legislation, policy and procedures.

8. AOCB

- SR confirmed that the internal bays in the Driving Range will re-open on Monday 31st August.
- It was agreed that the Gents' Prize Giving in November will be cancelled. FC to cancel the speaker.
- It was agreed not to proceed with the "Virtual Check In" APP. DP is confident the manual track and trace procedures are fit for purpose.

Next Meeting 5.30pm – 25th August 2020.

Reports

FINANCE REPORT

REVIEW OF THE 10 MONTH PERIOD TO 31 JULY 2020

Profit & Loss Review

The Net Profit for the current month and for the 10-month period to 31 July 2020 are set out below, along with the comparison to both the revised budget and the original budget.

An adjustment of £3k was made to the June management accounts to reflect the final VAT position for the quarter. This resulted in a Net Profit for the month of £1k.

	Actual £	Revised Budget £	Original Budget £
Current month	14,414	17,242	17,325
Year to 31 Jul 20	134,931	118,661	(20,401)

The Net Profit for the month of July of **£14k** was a welcome surprise! We were expecting July to be a challenging month for F&B given the financial cost of the additional Covid requirements, reduced capacity, and generally a reduction in Clubhouse footfall.

However, F&B returned a small profit for the month (see below) and we had more green fee income than expected. Overall, green fees from Members' guests totalled £9k (£7k Haughton; £2k Blairs). On the cost side, overheads continued to be in line with budget. The emergency replacement of the water tank, at a cost £5k, has been capitalised in the management accounts which is in accordance with the Club's Financial Policies. However, there would be a good argument for treating this cost as part of clubhouse repairs and upkeep as the new tank was a straight replacement for the existing one. If this treatment had been adopted in the management accounts, July's profit would be reduced to £9k. This will be considered further for the year end accounts.

F&B – The net profit from F&B for the month was **£1.5k**. The clubhouse opened fully in July with F&B becoming available outdoors (from 6 July) and indoors (from 15 July); the takeaway service was available throughout the whole of the month.

Sales income for the month was boosted by the reduction in the rate of VAT on the sale of food and non-alcoholic drinks from 20% to 5%, with effect from 15 July 2020. The Club retained the full benefit of the VAT reduction and from 15 July that increased sales income and net profit by £2.5k. The 5% rate will continue until 12 January 2021. It does not apply to the takeaway service.

All salaried members of Clubhouse staff returned during July along with certain of the casual staff (others remained on furlough). The flexi-furlough scheme was used for staff working reduced hours. The furlough grant received for the month was £2k.

With the lockdown reintroduced from 5 August (and likely to continue for most of August), it was agreed that we should provide the full takeaway service to Members. Flexi-furlough will be used if staff are not required to work their normal hours. The demand for the takeaway service will be closely monitored and may be restricted to Wed-Sun if the early part of the week proves to be quiet.

Balance Sheet Review

Bank Balances at 31 July 2020 – funds of £644k were held in the Clydesdale Bank working accounts. There is a further £146k in an instant access account and we have £323k invested in longer term deposit accounts.

All subscriptions have now been received, other than a very small number of payments being collected by direct debit in August and September, so the Clydesdale bank balances are now at their highest point in the year.

Cash Reserves Requirement – at 31 July, the cash reserves requirement of £500k was fully satisfied from the funds available in the Clydesdale Bank working accounts.

Expenditure on replacement of course equipment – Toro and John Deere have provided new machinery for trialling. Both suppliers will put forward formal proposals, expected by the end of next month. We will make a decision on the preferred supplier prior to the price increases in November.

Capital Expenditure on improvements and investment in the facilities of the Club – the Capital Expenditure Budget for the various capital improvements currently being discussed, is attached and will be discussed further at next week's meeting.

COURSE REPORT

Courses

The courses continue to be presented to a very good standard despite the difficulties of heavy morning dews and wet weather. At present we are struggling to get a dry cut on any area causing us a lot more tidying up work however the Greens continue to hold their speed of just over 9 feet on the stimp meter.

We plan to continue with our Autumn maintenance programme on the 14th and 15th of September. The intention is to firstly hollow core, scarify, overseed and topdress the Haughton following on with the Blairs course on the 16th. This work is very weather dependant, and if the forecast looks doubtful, there may be a need to postpone till a later date

Depending on the status of local lockdown restrictions, we plan to have our annual STRI visit in early September.

For information, our current plan is to undertake a slightly reduced winter project list this year which will be presented for discussion at the September Council meeting.

Equipment

Over the last month we have had all the Toro equipment in on demo that we wanted to look at and at present one item from John Deere. Hopefully the other John Deere items will be in over the next couple of weeks for trial. The hybrid and pure electric machines from Toro worked extremely well and offer us the chance to become greener and help reduce our fuel costs with the added benefit of very little noise for both staff and golfers.

Both Toro and John Deere are now in the final processes of drawing up prices for all the equipment we may require.

New Shed

We are progressing well with gathering information for the proposed new shed. We have had costings from 3 different architects to design, engineer and get planning permission. These costs are averaging about £9K broken down as follows:

Detailed design - £3,000

Engineering - £2,000

Planning permission - £4,000

Total - £9,000

We have an initial design drawing for roughly what we require and based on this we have; received quotes for building the shed of £150-£180K + vat.

We are also looking into the possibility of installing solar panels to the main South facing roof to help charge any battery operated machines as well as any buggies we intend to store.

To maintain momentum with this project and help achieve our target of completion prior to next season, we would like permission to appoint an architect to progress with the detailed design and planning permission.

Once we have the detailed design finalised we will then be able to tender the works and obtain a much more accurate construction cost for approval before progressing further.

We are also intending to carry out any earthworks ourselves as one of our winter projects to reduce construction costs.

Golf course Architect

We have had contact from all the architects that we sent the brief out to and all are very interested in our project. We have currently met with 2 of them and hopefully will be meeting a 3rd in early September. We have been invited down to Stirling Golf Club on the 8th September to see the work carried out by one of the firms and they will then travel up to Deeside the following day to review the site.

We have a date set of the 15th September for all proposals to be in, so we should have some more information for next month's meeting.

Stewart Ritchie
Greens Convener

Ladies Captain Report for Council Meeting – 25th August 2020

Since our last meeting we have had the local Aberdeen lockdown to deal with which has meant rescheduling the Ladies Club Championship qualifiers, twice so far. This has had a knock on effect on the fixture list for the rest of the season which, understandably, has had to be amended to accommodate the changes.

Let's hope the travel restrictions are lifted next week so we can get the competition started.

We have now added competitions into the calendar for October. Fingers crossed for a decent autumn.

Gill Murray
Ladies Captain

MATCH & HANDICAP REPORT

Sadly, our efforts to get back to competitive golf have been hampered by the latest restrictions due to Covid19.

The booking system seems to be a constant topic among members as they are frustrated at not being able to secure the exact time they want to play.

The postponement of the Stroke Play and not the Club Championship has been met with some members who feel this is pampering to the elite and not the membership. Unfortunately, quite a number of our members are not concerned in maintaining our traditions.

We must ensure that our traditions are maintained as much as possible and the championships something we must preserve.

On a positive note the Senior Northern Counties is going ahead at Nairn Dunbar on the 2nd to the 4th of September. The Northern Counties which is due to take place on 18-20 September is in danger of being cancelled due to lack of entries. The last email we received from the organiser was that only 12 teams had entered, and it needs 25 teams to be financially feasible. I will keep checking as our teams are keen to have the tournament go ahead.

As an aside and really nothing to do with Match and Handicap I must comment on the attire some of our male members seem to have adopted. It now seems acceptable to wear cargo shorts, cargo trousers and that shirts not tucked in seem all the rage!!

Dave McEwen

21 August 2020

JUNIOR REPORT

Competitions

After Junior competitions commenced on 6th July, this window was only open until 3rd August prior to our local lockdown. Time enough though for some excellent scores and handicap reductions.

Entries for our Club Championships, Scratch and Handicap, closed on 19th July and the draws were then made and posted on the Clubv1App. Matches have proceeded as planned (the Championships operate in the same way as club match play events with deadlines for playing each round) and we have just three of the four Semi-Finals and the two Finals remaining. Plans for the event for the younger Juniors, always played on Finals Day, will be made once we have visibility over the ending of the local lockdown.

We have entered the Junior Home Nations Team event again, the invitation having been extended to all clubs who have participated in the event in the last three years. There are Local, Regional and National rounds before the Finals held in February 2021. As the rounds were all expected to be within around an hour of Aberdeen (Aboyne, Banff and Montrose) and in the absence of any other team golf this year, we decided to participate. Due to the local lockdown, the Aboyne Qualifier scheduled for 30th August has recently been cancelled and we have instead been allocated the Qualifier at Monifieth on 6th September. Team selection is close to finalisation.

Ian McPherson

Junior Convener

CLUB MANAGER REPORT

Membership

Summary of membership as detailed below as at 31.07.20

Full	832
Senior	109
Honorary	7
Associate	23
Young Adult	23
House	142
House 5 Day	5
Country	28
Juniors 12-18	71
Juniors <12	23
Non Resident	78
Non Playing	30
Life Member	16
VIP's	7

Applications for membership

Full	David Guyan	Craig McCaul	Ian Smith
Full	Martin Guyan	Ian Smith	Craig McCaul
Full	Lee Buck	Mark Gordon	Jamie Hutchinson
Full	Douglas Lumsden	Elaine Farquharson Black	William Young
Full	Ross Anderson	Graham Anderson	Duncan Skinner
Full	David Souden	Mike Cormack	Craig Yeats
Junior	Lewis Peach	TBA	TBA
Junior	*Logan Stevenson	Tim Stevenson	Jodi Stevenson
Junior	Emma Cavanagh	David Suttie	Irene de Both
Full	Brett Westwood	David Corry	Murray Clark
Full	Ruth Paterson	Russell McNicoll	Stewart Ritchie
Full	Dan Paterson	Russell McNicoll	Stewart Ritchie
Full	Graham Fiddes	John Ritchie	Andrew Robertson

*Junior Logan Stevenson now offered membership

Transfers from within the membership

Name	From	To	Comments
ST Fraser	Non – Resident	Gent Associate	
Oliver Milne	Resigned	Junior 12 - 18	

Resigned - Claire Mackenzie – Non Resident

Deceased - JM Bremner

Waiting List

Defer 2021	Full Members	Total Junior List	
33	175	148	

Online Booking Report

The online booking continues to cause some frustration amongst some members although it is quietening down and members are getting used to the block week system and used to checking the tee sheet daily for cancelled times.

A decision required on which booking system will be permanent, 14 day rolling, 7 day rolling (not tested yet) or block week. The sooner Council make this decision the sooner we can proceed with development of manual/automated switch on.

There was an issue with bookers unable to add/delete/amend a booking. This has now been resolved.

General Information/Actions etc.

Both inside the Clubhouse and the Marquee area have been closed since 5th August. Whilst we have been operating the Takeaway Service, it has been very slow particularly over the last week. Staffing levels have been reduced to provide this service.

In line with the latest regulations sent out by Scottish Government and Scottish Golf additional steps will be introduced when we re-open both the marquee and the Clubhouse. The Risk Assessments have all been reviewed. It is the responsibility of members and guests to ensure they check in for Track and Trace purposes, however I am concerned that we are not capturing every single person arriving on site, but on checking with other golf clubs we can only do our very best to capture names and phone numbers of all those on site.

The Trackman IT is due to be installed on Wednesday 19th with the actual Trackman being delivered on Monday 24th. Training will take place after that. Rules and Regulations for use to be finalized with the Pro Shop. General Technical have been out to measure up for either a new carpet or replace the tiles that are now missing, having taken the wall down. Once the quote is received a decision can be made.

Two architects who are quoting for the Green Keeping Shed, have also looked at the “Terrace” area. Although nothing has been received in writing an estimate of £1400 to draw up plans was mentioned by one architect.

D PERN CCM
CLUB MANAGER

