

CHLCGA

Cambs & Hunts Ladies County Golf Association

Minutes of the CHLCGA Committee Meeting held on **Monday 21 September 2020** via Zoom

Present Sheila Withams (President/Regional Delegate), Greta Barclay (Acting Junior Organiser), Roz Bartlett (Seniors Captain), Wendy Cox (Handicap Advisor), Paula Ewing (County Captain), Val Musson (Secretary), Di Nicholson (Treasurer) Rosemary Rennie (Competitions Secretary), Keren Williams (Treasurer designate), Ann Burbidge (Bourn), Katie Dickson (Brampton Park), Sharon Chatteris (Ely City), Sue Carlisle (Girton), Lindsey Bellis (Gog Magog), Margaret Beckley (Links)- part meeting only, Shona Kent (March), Jacquie Richardson (Old Nene), Pam Bonnett (Royston), Theresa Norris (St Ives), Rosemary Hay (The Cambridgeshire)

Apologies Joy Billany (Assistant Competitions Secretary), Sue Leadbeater (Assistant Handicap Advisor), Teresa Dyson (Barkway), Cindy McIntyre (Cambridge Meridian), Elaine Knobel-Forbes (Heydon Grange), Elaine Ottley (Lakeside Lodge), Mary Mills (Ramsey), Jennie Hawkins (Saffron Walden), Fiona Whitney (St Neots)

Matt Draper (EG Partnership Manager for East Midlands)

Sheila Withams, County President, welcomed everyone to the Zoom meeting. Before starting the meeting she confirmed we would not be testing out the online voting system. We have set up an account with Choice Voting (as recommended by EG) and had an online tutorial. We had started to set up the test votes, but recognised we needed to get a bit more information/training before doing a proper test run. On this basis we will stay with the show of hands method at today's meeting.

We will be setting up two free test votes prior to the AGM (one live and one advance vote) – a maximum of 20 will be invited to take part. VM confirmed that each future vote event would then be charged at £35 plus VAT.

1 Minutes of the previous meeting

Minutes of the previous Zoom meeting held on 29 June 2020 were agreed as a correct record. Minutes were duly accepted and will be signed by the President in due course.

2 Matters arising not addressed elsewhere

a EG Regional Medal finals

- The issue of whether or not players who qualified for the 2020 regional medal finals would be eligible to play in the 2021 event has been raised – i.e. will qualification be carried forward. Matt Draper has followed this up with EG who have indicated the Championships Department are still to finalise the terms of competition for the 2021 Medal Finals, with the entry terms included in that process. Noted the 2021 East Region Final will be held at Ely City on Wednesday 23 June 2021

b National County Finals

- SW confirmed that it was with regret the EG cancelled the national county finals scheduled for 14-18 September at Spalding on grounds of health and safety.

3 Correspondence received - nothing not addressed elsewhere

4 **Officer reports**

a **President (SW)**

SW thanked everyone for their continued support at club and county level. She hoped that some degree of normality might be restored in 2021, but at the moment there remains considerable uncertainty.

She has continued to participate in the East Region Competitions Coordinating Group and EG general meetings and the AGM

b **Treasurer report (DN)**

Unfortunately, I am on leave in Wales and the new account security introduced recently prevents me logging in from this IP address without the card and card reader which never leave the house. However ...

The income and expenditure for the period November 2019 to the beginning of September. Is shown below.

Month	Income (£)	Expenditure (£)
Dec 2019	1896.00	4204.00
Jan 2020	270.62	407.50
February	7022.50	3138.65
March	3990.00	6222.88
April	1758.25	515.95
May	140.90	2205.00
June	905.00	725.82
July	2140.49	505.00
August	527.75	133.08
September	1580.76	
Total	20232.27	18057.88
Variance	2174.39	

- Our main income has been the affiliation fees which are up to date with no default payments due. We have received approximately £12K to date.
- All competition entry fees have now been refunded. DN confirmed that matched entry fee receipts and refunds made up a significant part of the income and expenditure lines.
- Our main expenditure items have been:
 - Insurance for 3rd party liability (including employee liability for volunteers), trophies and sundries (laptop, printer etc) £1.4K
 - Incorporation fees to date £5.4K

She confirmed that the Association remains in a healthy financial position and that the account balances to date are as follows:

	Sep-20	Opening balance
Current account	£11,233.51	£12,792.24
Deposit account	£15,051.84	£15,045.65
Daphne Haddock	£20,497.74	£20,489.32
Junior account	£2,729.68	£2,912.93
Total	£49,512.77	£51,240.14

c **Secretary (VM)**

She reported that the last few months had been relatively quiet, but the next four months will be much more active. She, in partnership with other officers, will be focusing on:

- Securing **Safe Golf accreditation** at County level
- **Preparing for the AGM**
- **Preparing for incorporation** (subject to the outcome of the AGM vote). This will include
 - Rebranding – new logo ready for use in all future documents and on the website
 - Preparing role specifications and terms of reference for new committees and sub-committees as appropriate
 - Reviewing all existing policies and operational documentation and updating as appropriate
- **Website review**
- **Preparation of the 2021 Blue Book** and web version – this will include a review of the handicap parameters for all county competitions as a consequence of the implementation of the WHS

d **Competition Secretary (RR)**

County Fixtures for 2020/21

- 2021 fixtures have been definitely confirmed ready for publication in the Blue Book. Those for 2022 have been provisionally agreed as well as the County Championships for 2023.

Competitions Budgets

- Unfortunately, with having no competitions it has been impossible to predict what the income and expenditure would have been this year. The system set up last year was very successful and so in future it will be simple to administer and keep a check on the budget.

Rules Advisors

- Most of our current rules' advisors have achieved the new Level 1 qualification but both Level 2 workshops were cancelled due to the pandemic. Technically, England Golf would like all Rules Advisors to have achieved Level 2 to referee county competitions, but this might not be possible if training courses are not available or the advisors we have are either unable to attend a workshop or in the meantime, have decided not to continue.

- A huge thank you to the team who have spent time preparing for the qualification only to be disappointed not to attend the Workshop through no fault of their own.
- Hopefully there will be another annual “get together” organised in the New Year to set up a rota for the competitions in 2021.

Organisation Competitions

- A meeting was held early in the year for all those county delegates whose club was hosting an event to meet and discuss what was involved. The County Delegates from those clubs hosting competitions up to the beginning of May did a great deal of preparation and then everything was cancelled. A big thank you to them.
- Hopefully, there will be another annual “get together” organised in the New Year to set up the competitions in 2021. It has proved very successful in the past for County Delegates hosting county competitions to meet to discuss what is required and be helped by those who had hosted events on previous occasions.

I am in the process of setting up a Competitions sub-committee to assist whoever takes over from me when I come to the end of my term of office at the November AGM. I have not yet been able to find anyone to take over from me in a coordinating role, but I am ever hopeful that someone will come forward soon.

No specific questions/issues were raised

e Handicap Advisor (WC)

WC indicated we move ever closer to 2 November, the date that the World Handicap System comes into being for us. Key timelines:

- 14-16 Sept: First round of handicap transitions to the WHS Platform
- 5 Oct: Dual Phase begins between CONGU and the new WHS to operate simultaneously
- Late October: Club Platform fully operational
- 8pm on Sunday 1 Nov: Current CDH will stop receiving scores in preparation for the launch on 2 November

A lot of information has been and will continue to be sent out to handicap secretaries for dissemination to members.

Additionally, the EG toolkit is being progressively rolled out (weekly instalments) to everyone who is signed up as an EG member. The tool kit can be accessed via the WHS Golfer Education Hub - <https://www.englandgolf.org/whs/golfers/>

Also noted that EG have issued a WHS privacy statement (attached to the minutes). This statement sets out the information required from members and includes date of birth and email address as required fields. The information will be collected from golf clubs via ISVs. Clubs will need to take steps to ensure that all members are informed of the privacy notice as part of their ongoing communications around WHS by 5 October 2020.

Some concerns have been expressed about the requirement to provide an email address as not all members have one or are willing to share it. It appears that failure to provide an email address will restrict access to handicap information.

WC confirmed she is/will be considering in detail the implications of the WHS for all county competitions. The thinking is that a players Handicap Index will be the key to future criteria. More detail will follow in October/November.

f County Captain (PE)

PE confirmed it had been a very strange year with squad training and county match week (CMW) being cancelled. She has stayed in contact with squad members. Given that it is difficult to predict what will happen in 2021, no confirmed plans have been made although it is known that CMW will change to a 3-day event to be held at Stoke-by Nayland Friday 18 – Sunday 20 June, with a practice day on 17 June.

Given that Stoke-by- Nayland has hotel accommodation on site, PE will be exploring the possibility of holding the squad preparation weekend there instead of Barnham Broom.

We will be losing some of our squad players for various reasons and need to keep building for the future. PE requested that she be told about all up and coming players, especially juniors so that she can make contact with them (handicap 15 and falling).

Finally, she reported that she hopes to be in a position to nominate her vice-captain by the end of the month.

g County Junior Organiser [Acting] (GB)

GB was pleased to report on how well many of our juniors were doing in terms of handicap reductions and winning/being placed in Ladies' Club Championships:/other competitions - list includes Ella Mason (Ely City), Evelyn Parks (Lakeside Lodge), Lila-Belle Nacca (Bourn), Olivia Wynn (Bourn), but there are others who are doing well. Each club delegate was asked to pass on relevant names, handicaps and contact details to Paula Ewing. Winter training at Kingsway is scheduled to start soon – GB to send details to PE, who would like to attend and meet the girls.

GB asked advice about the venue for the 2021 East Region Junior Championship to be held in August. Cambridge Meridian to be explored as an option.

Finally, in the absence of anyone else coming forward GB confirmed she is willing to continue as acting CJO in 2021.

h Seniors' Captain (RB)

RB confirmed that we did not enter a team in the Midlands Vets Team Championship held at Thorpeness.

Discussions about the 2021 inter-county match fixtures have been initiated, with 3 being confirmed; the remaining counties are unwilling to commit at this stage.

i EG Voting Member /East Region (SW)

SW reported that EG are continuing to hold monthly updates with Voting Members and Secretaries using Microsoft teams. She also summarised her experience of participating in the EG AGM and General Meeting, both of which were undertaken in a virtual environment, with electronic voting.

Points of note from EG in additional to WHS:

- Affiliation fees have been frozen and will remain at £9.50 in 2021
- The insurance cover linked with affiliation will continue, although the underwriter has changed
- EG launched their Membership Campaign "Give it a Shot". In August. Resources have been sent to clubs but can be accessed via this link <https://www.Englandgolf.org/download/membership-campaign-playbook-2020/>
- R&A Covid 19 Support fund: 8 applications were submitted (CAGL/ CHLCGA) and two were successful subject to acceptance of the terms and conditions of the SLA.

5 Updates from Club

Bourn – Ann Burbidge

The club is offering a range of new membership packages and membership has increased. All competitions have restarted. The temporary club house is open and the new club house is due to open in March 2021. There will be a change of Club Secretary next year Club has hosted a national junior event

Brampton Park – Katie Dixon

The club house has undergone a major refurbishment. Extra outside seating has been installed to facilitate social distancing etc and competitions have restarted. Providing regular WHS updates. Driving range has been opened to the public.

Ely City -Sharon Chatteris

Membership increased. Moving to 8 minutes tee times as a consequence of shorter daylight hours and competitions progressing. Club has hosted a CAGL competition.

Girton – Sue Carlisle:

Membership has risen, competitions restarted, all tee times have to be prebooked – no roll-ups. Alternating between 3 and 4 ball days. Due to reduced club house activity the chef and manager have been made redundant.

Alan Fletcher will be leaving Girton and moving to Kingsway at the end of November to manage his new business venture. The club is considering their options.

Gog Magog – Lindsey Bellis:

Safe Golf accreditation has been achieved. WHS posters etc being used to help disseminate information about the new system. Qualifying and trophy competitions have resumed. David Smith, the long-standing club manager is retiring.

LB indicated some concerns have been raised about the way in which the 2 courses have been rated for ladies – perception that the slope rating is the wrong way round. WC is aware and agreed that the situation be monitored.

Heydon Grange - Elaine Knobel-Forbes (sent by email)

Club House remains closed, but drinks and sandwiches are available from Pro Shop. EG guidelines are being followed. Large circular tables and chairs are available on the patio area.

Lakeside Lodge – Val Musson

Membership has risen. All competitions have resumed. Clear instructions about COVID-19 safety. Club house is open, BBQ offered at weekends. WHS information being posted on the members website. Other initiatives under consideration.

March – Shona Kent

Membership has fluctuated as some older members were initially reluctant to rejoin. Ladies Academy is however generating new members. Green fees have been increased. SK asked other clubs to send her information about their buggy policy.

Old Nene – Jacquie Richardson

As with other clubs, membership has increased including quite a few juniors although these are mostly boys. All competitions are running, and the course is very busy particularly on Seniors' days.

Royston - Pam Bonnett

Safe Golf accreditation achieved. 70 new members; various membership schemes on offer and green fees reduced. Competitions have resumed as have some matches. Working hard to prepare ladies for WHS

St Ives – Theresa Norris

Club house has reopened with the expected restrictions. Ladies have an active fixture list and are planning a 'play with a stranger' day to help new members meet others and integrate

The Cambridgeshire – Rosemary Hay:

Preparation for Safe Golf accreditation is progressing well. Competitions have resumed. Hotel remains closed.

No updates received from Barkway, Cambridge Meridian, Kingsway, Links, Ramsey, Saffron Walden, St Neots

6 New/Other Business

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a CHLCGA Incorporation

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The Articles & Rules had been re-sent to Club delegates and Ladies Captains after the last meeting with a request that these be reviewed by the ladies' section at each club and questions/comments be forwarded to VM. A number of comments were received, collated and sent out with a clarifying response. SW discussed each item in turn and invited further questions and comment. Nothing specific raised or queried

However, noted that

- Changes to articles require approved by a 75% majority of eligible voting members – not companies house approval
- The definition of officers on P4 of the articles needs editing to reflect the wording in paras 5.1 – 5.3 in rules and give the required flexibility
- The quorum for the AGM should be increased to 20
- additional clauses should be added where appropriate that all meetings can be conducted using options such as ZOOM and that electronic voting is permitted all meeting
- VM and SW will undertake a final review and proofing exercise before finalising ready for the AGM

b Preparation for the 2020 AGM

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Arrangements for the AGM

- Confirmed that given the current COVID-19 constraints the AGM will be conducted via Zoom and that an electronic voting system will be utilized.
- Electronic voting means that voting members for each club will have to be identified in advance and VM notified of their name and email address so that they can be registered on the voting software. Proxy votes will still be available if a designated voting member is unable to participate in the Zoom meeting

AGM resolutions relating to incorporation

The following resolutions were agreed by a clear majority based on a show of hands

It is proposed that:

1. the organisation, currently known and operating as Cambs & Hunts Ladies' County Golf Association, should proceed to become a company limited by guarantee with effect from a date to be determined in early 2021. The name of the new company shall be Cambs & Hunts Women's Golf Limited

Subject to the above resolution being passed by a clear two-thirds majority, it is further proposed that:

2. the appointed solicitors be instructed to incorporate Cambs & Hunts Women's Golf Limited as a company limited by guarantee ("the Company")
3. the draft articles of association and rules presented to the meeting and, for the purposes of identification, initialled by the Hon Secretary, be adopted as the articles of association and rules of the Company upon its incorporation,

and that

4. all Cambs & Hunts Ladies' County Golf Association ("CHLCGA") assets be transferred to the Company, subject to the discharge of all liabilities by CHLCGA ("the Transfer")

AGM nominations for election to executive officer posts

Given the impact of the COVID-19 pandemic and the associated cancellation of CHLCGA/East Region competitions and matches, it was proposed that all terms of office (where specified) are extended by a further year, unless the post-holder wishes to step-down. This proposal was agreed by a clear majority.

Further to the above , the following nominations were approved

President	Sheila Withams (Lakeside Lodge)	continuing in office
Secretary	Valerie Musson (Lakeside Lodge)	continuing in office
Treasurer	Keren Williams (Gog Magog)	Nominated by Executive
Captain	Paula Ewing (St Ives)	continuing in office
Vice-Captain	TBC	Nominated by Executive
Seniors' Captain	Roz Bartlett (Brampton Park)	continuing in office
Junior Organiser (acting)	Greta Barclay	continuing in office
Competition Secretary	TBC	Nominated by Executive
Handicap Adviser	Wendy Cox (Lakeside Lodge)	continuing in office
East Region Delegate /Voting member	Sheila Withams (Lakeside Lodge)	continuing in office

Changes to club delegates

All delegates are asked to confirm if they will remain in the role in 2021 and if not who their replacement will be

c Affiliation fee adjustment for 2021

Given the fact most expected county activity such as competitions did not happen this year those present at the meeting were asked for their views on making any possible adjustments to the affiliation fee.

Agreed unanimously that giving a partial or full refund this year was totally impractical. The option of reducing the 2021 affiliation fee was considered – this would necessitate amending the level agreed at the 2019 AGM. Reducing the fee in 2022 would make it too distant.

Following discussion, it was agreed by a clear majority that the affiliation fee should be left unchanged and that any financial benefit accrued should be used to offset the need to increase competition fees within the next few years.

d 2020 Lifetime Achievement award

Following discussion, it was agreed that nominations for 2020 should be sought. VM will send out nomination papers and confirm the timeline within the next week. Also agreed that unsuccessful nomination from 2019 may be resubmitted. The addition of key judging criteria to the guidance notes may be helpful to those making the nominations. Also recommended that when announcing the winner, the unsuccessful nominee also be identified.

7 Future meetings:

- **AGM Thursday 26 November 2020 – via ZOOM**
Dates for 2021 to be determined

Signed

Date