

# CAMBS & HUNTS WOMEN'S GOLF LTD

## [CHWGL]

### Minutes of the informal e-meeting of Ladies' Captains, Vice Captains, Club representatives and Executive Officers (Directors) and officers on Saturday 30 January 2021 via ZOOM

**Officers present:** S Withams, G Barclay, J Billany, W Cox, K Davis, J Ewing, P Ewing, R Bartlett, S Leadbeater, V Musson, K Williams

**Club Representatives** - the number of Ladies' Captains, Vice Captains and Club Representatives totaled 46 and 18 of 19 affiliated clubs were represented as follows: Bourn, Brampton Park, Cambridge Meridian, Ely City, Girton. Gog Magog, Heydon Grange, Kingsway, Lakeside Lodge, Links, March, Old Nene, Ramsey, Royston, Saffron Walden, St Ives, St Neots and The Cambridgeshire (*full list of participants shown at the end of these notes*)

**Apologies:** T Broadley, B Laman, J Braid (Kingsway), J Buddle (Ramsey), T Dyson (Barkway), Shona Kent (March), Carrie-Ann Peckham (Old Nene),

**Welcome from the President** (Sheila Withams)

Sheila welcomed everyone to the meeting and thanked them for giving up their Saturday morning. She congratulated all the new ladies' captains, vice captains and club representatives on their appointment and wished everyone a better year than 2020.

She went on to explain that the idea of the meeting has always been to provide an opportunity to meet each other, put a face to names and find out more about what is available in the county for all women golfers and junior girls and what county does on behalf of women golfers. This year for the first time we have extended the invitation to include the club representatives. This wider participation was felt to be important given the uncertainties that currently exist and the need for a shared understanding of the situation. We have also had to resort to meeting in a virtual environment and whilst this will change the dynamic, we hope everyone will feel able to contribute in whatever way they wish.

#### 1. INCORPORATION

##### a. General update

SW confirmed that following a rather protracted process, the company was successfully registered with Companies House on Monday 25 January 2021.

- name is confirmed as Cambs & Hunts Women's Golf Limited (agreed CHWGL will be the approved short version and will be used in the new logo)
- number is 13154090
- registered office is Gog Magog Golf Club, Shelford Bottom, Cambridge, CB22 3AB

She has contacted a named person in all affiliated clubs inviting them to be in membership of the company. To date she has had a positive response from all but 5 clubs – a follow up communication has just been sent out and if there is still a lack of response within the next week, she will contact the club representative.

Noted the whilst the company is now registered, the transition from the Association will not be fully completed until (a) a new bank account is set up in the company name and (b) the transfer of assets is approved.

KW confirmed that now we are registered with Companies House she will set up the new account (s) but stressed that this is likely to be a slow process. On this basis it was confirmed that the current CHLCGA Treasurer's and Junior accounts would remain active for the remainder of this year mainly for the purposes of entry fee payments. Cash assets contained within the deposit and Daphne Haddock accounts will be transferred at the earliest opportunity.

KW will also be contacting our insurance brokers to notify them of our change of status/name

## b. Appointment of Company accountants

KW confirmed she had been exploring various options with regards to potential accountants. Following discussion with the executive officers on 27 January a short list of two companies was agreed. KW provided a short overview of the two companies, both of which have offices in Cambridge and excellent reputations. The shortlisted companies were:

- AZETS (formerly Baldwins) core fee for preparing and submitting accounts: £800 plus VAT
- PEM - core fee for preparing and submitting accounts: £2000

Following an online poll via Zoom, 94% of those present voted for the appointment of AZETS as the accountants to the new company. Also noted that AZETS have an established relationship with our solicitors.

## 2. COVID 19 PANDEMIC: POTENTIAL CHALLENGES/IMPACT ON ALL FIXTURES AT REGIONAL, COUNTY AND CLUB LEVEL -

It was accepted that the future remained very uncertain in terms of being able to play competitive golf and use club house facilities. A key issue would be the lifting of the current lockdown and which tier we would be placed in and for how long.

**The following recommendations/ considerations were presented to the meeting:**

### 1. Main Fixtures

- **Foursomes KO** – should go ahead, but the timeline for each round will be adjusted depending when restrictions permit
- **Season Starter 23 March** - recommend cancellation. **Agreed**
- **Margery Newport** – provisionally to go ahead, but consideration should be given to limiting the competition to 18 hole individual stroke play only i.e. dropping the afternoon foursomes if necessary
- **Grace Norman** – timelines for each round to be adjusted depending on when restrictions re lifted (1<sup>st</sup> Rd LLGC/Heydon Grange by 11 April; Rd 2 by 16 May)
- Completion dates for **Scratch League and Jean Wilkinson** matches to be kept under review
- Entry and closing dates will be adjusted accordingly

### 2. Matches

- Seniors vs Hertfordshire 28 March – likely to be cancelled

### 3. East Region Fixtures

- East Region match vs Cambridge University – cancelled
- All under review – especially Foursomes Championship on 22 April. Meeting of East Region Coordinating Group scheduled for 2 March

### 4. Juniors

- **Parents and Girls Get Together 23 February** – cancelled
- **Match vs Junior Boys 21 March** – likely to be cancelled
- **Junior Spring meeting 6 April** – decision to be made late Feb/early March

### 5. Entry Fees

- For those competitions that do go ahead, the availability of club house and catering facilities will need to be addressed. It may be that competitions will run without a meal. This will impact on the entry fee charged.
- KW & JB will undertake a financial modelling exercise and formulate some recommendations - core entry fee to cover all costs/overheads excluding a meal which can be priced separately. Option of a packed lunch could be considered for the Margery Newport if afternoon foursomes remain.

The above recommendations/considerations were agreed by all as being a sensible way forward VM and JB will ensure everyone is kept fully informed of developments/decisions etc.

### **3. WHS - UPDATE**

WC confirmed that the WHS went live on 2 November 2020, but sadly with the various lockdowns there had been little opportunity to really test it out. However, this has enabled England Golf to:

- address various software fixes and enhancements
- enabled EG to look at future developments in respect of both the core software and the My EG app

There have been very regular meetings between the EG WHS team and County Handicap Advisers. WC has ensured all key information is sent out to ladies' handicap secretaries.

#### **Other key points**

- Confirmed that all county competition entry and team selection criteria will use the Handicap Index (HI) as the key criterion
- The bandings for all competitions have been unchanged, other than being based on a players HI

There were no specific questions or comments, but Diane Amps (Bourn) asked that a request be made to EG that they build in the option on the My EG App log-in page to remember the unique member ID (formerly CDH number). WC agreed to feed this in at her next meeting.

### **4. SAFEGOLF -UPDATE**

VM was pleased to confirm that based on the last update she had received all clubs affiliated to the county are now registered and working towards SafeGolf accreditation.

- SafeGolf is an England Golf imperative and is linked to remaining an affiliated club with England Golf.
- We will also be securing county accreditation
- The key date for completion is end March 2021

### **5. OVERVIEW OF OFFICER RESPONSIBILITIES**

SW introduced each officer in turn and invited each to outline their role and highlight any key issues.

#### **a. Secretary (Val Musson)**

Val explained that essentially, she is responsible for all general administration on behalf of the county and is now the designated Company Secretary. General responsibilities include

- managing meetings
- sending out information, especially to clubs via your club representatives
- dealing with all incoming communications and queries,
- making sure all policies and processes are documented and up to date
- preparing the Blue Book.
- maintaining oversight of the website
- supporting directors, officers and clubs in whatever way is most helpful

She went on to explain that her key objectives for 2021 are to:

- work with Sheila and other directors/officers in ensuring the new company structures and processes are in place
- secure county SafeGolf accreditation
- ensure the website is optimised and up-to-date and review our social media presence

The more immediate plan is to

- complete the Blue Book as soon as possible such that it reflects all the recent changes and disseminate it electronically pending hard copy printing. Given the lockdown the intention is to send out via post/courier - *noted that several individuals have indicated a willingness to collect the Blue Books from VM once they are available*
- send out other key information including the amended fixture list, revised competition entry form, sign-up sheet for Seniors' inter-county matches

**b. Treasurer** (Keren Williams)

KW explained she had extensive experience in the financial sector and was now retired and that she was honoured to have been elected to the role of treasurer at this time of transition. She went on to explain that she will be:

- managing all aspects of the county finances, including affiliation fees, competition income and expenditure
- responsible for ensuring that the county/new company has proper financial management and reporting processes in place

On a practical note, she made a plea that ladies follow the instructions for entering and paying for competitions. Essentially completed entry forms must be sent to the named competition organiser and the entry fee to herself as the Treasurer (details in Blue Book and on entry form) at the same time as the entry form is sent. Payments can be made by bank transfer (preferred method) or by cheque and the competition code must be used.

**c. Captain** (Paula Ewing)

PE explained her primary responsibilities were to select and prepare the best possible squad of players to take part in County Match Week (now a 3-day event).

- To this end she has contacted all potential players and invited them to take part in a preparatory weekend at Stoke-by-Nayland at the beginning of May. The emphasis will be on foursomes match play, strategy and team building. She is hoping that at least 16 players will be able to participate.
- Also noted that participation in the Margery Newport Trophy and County Championship would also inform squad selection
- She will also be running the second team county match days at the end of August (a 2-day event)
- She asked that Ladies' Captains let her know about any lady/junior member who is a single figure handicapper or close to becoming a single figure handicapper as she is keen not to miss any potential county players

She concluded by introducing Jackie Ewing, a very experienced county player, as her Vice Captain. JE said she was delighted to take on this role and was looking forward to support both Paula and the squad over the course of the year.

**d. Seniors' Captain** (Roz Bartlett)

RB confirmed that

- subject to COVID-19 we should have 6 intercounty matches, including a new fixture against Hertfordshire. Noted that as this is the first match in March, it may well be cancelled or rescheduled
- handicap parameters for matches are still to be confirmed, but scratch matches are generally handicap index of 12 or less. Handicap matches are more flexible – generally 24 or less
- all ladies over 55 are invited to indicate their availability for each match (one will be for 50 years and over). The sign-up sheet will be sent out to Club representatives in the next few weeks.

- all the matches are most enjoyable, and an excellent opportunity to play on some very good courses. The cost is a very modest £5 as they are currently subsidised by the county.
- we can lend out county polo shirts and sweaters, so there is no expectation that players have to buy the kit. We have a pretty good size selection.

RB concluded by saying she is looking forward to meeting new ladies and is hoping for a better season.

#### e. Acting Junior Organiser (Greta Barclay)

GB reported that 2020 turned out to be a horrible year, although they did manage to run the Junior Get Together in February just before lockdown and squeezed in one training session in October. She also highlighted the following key points

- Sadly we had to say goodbye to Captain Lucy Pepper, past Captain Morgan Tritton and Jess Hollingworth, they have represented the County for a number of years and they will be missed.
- At the moment there are **42 juniors** involved in our training programme and they are split into four separate groups for coaching purposes.
  - The County Elite squad consists of 11 players, out of these 8 will be selected to represent the County at JCMD at The Bedfordshire on 9-11 August. Five of these girls are single figure golfers.
  - The County Futures Squad consists of 11 players and they will represent the County in our 2nd team matches against Bedfordshire, Suffolk and Norfolk.
  - Development Squad 1 & 2 – There are 20 players in these two squads and they have 5 x 2-hour coaching sessions and five tour events on par 3 courses. They also have a Junior/Adult Greensomes and this year we are introducing a Junior/Adult Texas Scramble. One of these youngsters had a hole-in-one on the par 3 course at Kingsway.
- she asked that the poster which advertises our Junior County website be displayed on **both the men's and ladies' notice boards**. The reason being that fathers tend to approach the Junior boys' organiser as they don't know who else to contact about their daughters.
- The Junior Committee have kept in touch throughout the year and Rosemary Hay, the Development Squad Officer, and I have started to put together a programme of events for 2021.

She concluded by making her usual plea for someone to step forward with a view to becoming County Junior Organiser. The role one of coordination and oversight of the activities of the junior section

#### f. Competitions Secretary

JB explained that she is new to the role but was the assistant competitions secretary and has had a very comprehensive handover from Rosemary Rennie.

- It has been recognized that the role is quite substantial and to this end it has been agreed that a small competitions committee would be established. To date members are
  - Barbara Laman (Girton): Fixtures – negotiating venues and dates plus general liaison
  - Kim Davis (Old Nene) – competition management and support
  - referee/rules adviser as appropriate
- JB will maintain overarching responsibility and will continue to manage the interclub competitions
- Given the prevailing uncertainties she, in partnership with VM, will ensure clubs are kept fully informed of decisions etc
- As before the club representative/ ladies' captain will be fully briefed and supported when they are hosting a competition

Finally, she confirmed the best way to contact her is via email - [joybillany@hotmail.com](mailto:joybillany@hotmail.com)

g. **Handicap Advisor (Wendy Cox)**

WC explained that her role, as defined by England Golf, is to assist with and advise on all matters relating to the handicapping system. She is assisted by Sue Leadbeater and liaises with club handicap secretaries.

- she is always willing to respond to any queries from clubs (handicap secretaries, competition organisers and individuals), She is usually able to resolve these locally, but if necessary, she can get further advice from the regional handicap advisor.
- she also provides advice and guidance on the rules of golf

h. **Regional Delegate/EG Voting Member (Sheila Withams)**

Sheila explained that in addition to her role as President she also:

- represents CHWGL (CHLCGA) at England Golf meetings and acts as conduit for EG communications, which cover a wide range of topics. Relevant communications are distributed to committee members, including club representative, as appropriate. England Golf are currently addressing a number of key issues:
  - **the independent golfer** (i.e. golfers who play but are not in membership of a club) EG in response to a request from the R&A have committed to trying to work out a way to engage with these golfers, to include the issuing and management of handicaps. EG have established a working group to formulate recommendations – the group is currently meeting weekly
    - One possible way forward is to invite them into membership of a nationwide club managed by EG; this would be linked with an annual membership fee some of which would be passed onto counties and clubs. The name of such a “club” requires careful thought **and suggestions are invited.**
  - **safeguarding** see above
  - **World Handicap System** see above
- is the CHWGL (CHLCGA) voting member on proposals made by EG. Where appropriate she will seek views for clubs to help inform the vote.
- is a member of the Regional Competitions Coordinating Group. This group coordinates delivery of the 11 competitions within the East Region. These competitions rotate through the six counties of Bedfordshire, Essex, Hertfordshire, Norfolk and Suffolk and Cambs & Hunts
- dates for all East Region competitions are listed in blue book, the county website and on England Golf website (East Region events). Please do encourage participation, as these competitions represent good value and provide an opportunity to play some excellent courses
- works locally with the Cambridgeshire Club Support Officer (currently awaiting confirmation of the new post holder as the original replacement for Marc Smith is being moved to another county). One of the activities linked to this role has been the Cambridgeshire Golf Awards. This is scheduled to run every two year, but the 2020 awards were cancelled for obvious reasons. Those present were asked if they felt this initiative should be continued

## 6. OTHER ISSUES

a. **Junior Girls affiliation fee**

Following a query, it has been confirmed that junior boys pay a subsidised county affiliation fee of £3. Junior girls pay the full amount of £9. This is clearly inequitable. KW has confirmed we would not experience significant financial detriment if we reduced the junior girls fee to £3. The Executive Committee have agreed this **reduction with immediate effect**. Club representatives are asked to ensure this information is communicated at club level. KW will communicate directly with clubs and CAGL as they manage the affiliation collection and will also arrange for any refunds due.

## b. Women in Golf Charter

Diane Amps (Bourn) requested insights about the process of signing up for the Women in Golf Charter. To date only Gog Magog and Royston are signatories. KW explained she had been very involved in the Gog's process and will happily share their experience. **[Post meeting note: VM will set up a Zoom meeting for club representatives and ladies' captains to explore the process in more detail]**

## 7. CLOSING REMARKS

SW closed the meeting by saying she and all the executive officers are committed to working together with and supporting clubs such that we can optimise the experience of women in golf. She

- stressed that incorporation should not have any significant impact on the way in which the county operates at grassroots level
- is very happy to be contacted and to be invited to visit the various clubs once life returns to some degree of normality.
- looks forward to seeing many of you at County competitions once they restart, where she will be raising money for Medical Detection Dogs and Dementia UK.
- will as usual be raising funds for the Juniors Girls on **Presidents Day which will be held on Thursday 19 August**

Finally, she thanked

- the officers for all their hard work, time and enthusiasm
- everyone again for giving up their Saturday morning to come to the meeting today and hopes that everyone has found the meeting helpful and informative

She wished everyone a better golfing year

---

### Full list of participants by club

CLUB	ROLE	NAME
Bourn	Club Representative	Ann Burbidge
	Ladies' Captain	Jackie Frances
	Vice captain	Diane Amps
Brampton Park	Club Representative	Roz Bartlett
	Ladies' Captain	Kay Osborne
	Vice captain	Shirley Osborne
Cambridge Meridian	Club Representative	Janice Osborne
	Ladies' Captain	Liz Gray
Ely City	Club Representative	Sharon Chatteris
	Ladies' Captain	Jill Gamlin
	Vice captain	Nicola Harrison
Girton	Club Representative	Sue Carlisle
	Ladies' Captain	Sarah Pugh
	Vice captain	Eileen Webster
Gog Magog	Club Representative	Deborah Harding
	Deputy Club Rep	Shelia Hayward
	Ladies' Captain	Sharon Turvill
	Vice captain	Lindsey Bellis
Heydon Grange	Club Representative	Elaine Knobel-Forbes
Kingsway	Club Representative	Judith Sharpe

Lakeside Lodge	Club Representative	Elaine Ottley
	Ladies' Captain	Cherie Gouldthorp
	Vice captain	Jacqui Newcombe
Links	Club Representative	Lynn Lambert
	Ladies' Captain	Naomi Pilmer
	Vice captain	Diane Parr
March	Ladies' Captain	Jean McAuliffe
	Vice captain	Margaret Butt
Old Nene	Club Representative	Jacquie Richardson
	Vice captain	Caroline Clarey
Ramsey	Club Representative	Mary Mills
	Vice captain	Lucy Mills-Cripps
Royston	Club Representative	Kim Bradfield
	Ladies' Captain	Sandy Griffin
	Vice captain	Tracey Parsons
Saffron Walden	Club Representative	Stella Parker
	Ladies' Captain	Linda Minton
	Vice captain	Claire Richardson
St Ives	Club Representative	Ros Longstaff
	Ladies' Captain	Marie Woodhall
	Vice captain	Celia Greenaway
St Neots	Club Representative	Fiona Whitney
	Ladies' Captain	Elaine Miller
	Vice captain	Tina Michelin
The Cambridgeshire	Club Representative	Rosemary Hay
	Ladies' Captain	Sue Williams
	Vice captain	Sally Smith