

## Minutes of the CHWGL General Meeting held on Wednesday 31 March 2021 via Zoom

- Present** Sheila Withams (President/Regional Delegate), Greta Barclay (Acting Junior Organiser), Roz Bartlett (Seniors Captain & Brampton Park), Joy Billany (Competitions Secretary & St Neots), Wendy Cox (Handicap Advisor), Kim Davis (Asst Competitions Secretary), Paula Ewing (County Captain), Jackie Ewing (Vice Captain), Karen Fiddell (County Welfare Officer), Val Musson (Secretary), Keren Williams (Treasurer)
- Jan Osborne (Cambridge Meridian), Sharon Chatteris (Ely City), Sue Carlisle (Girton), Deborah Harding (Gog Magog), Denice Smith (Lakeside Lodge), Di Parr (Links), Shona Kent (March), Jacquie Richardson (Old Nene), Kim Bradfield (Royston) Ros Longstaff (St Ives), Rosemary Hay (The Cambridgeshire)
- In Attendance** Mark Romasiuk – EG Regional Manager (Central)  
David Davis – EG Club Support Officer
- Apologies** Sue Leadbeater (Assistant Handicap Advisor), Teresa Dyson (Barkway), Ann Burbidge (Bourn), Elaine Knobel-Forbes (Heydon Grange), Jemma Braid/Judith Sharpe (Kingsway) Elaine Ottley (Lakeside Lodge), Lynn Lambert (Links), Mary Mills (Ramsey), Stella Parker (Saffron Walden), Fiona Whitney (St Neots)

Sheila Withams as County President welcomed everyone to this first general meeting of the new company – CHWGL. Following a round of introductions the meeting was formally opened

### 1 Minutes of the previous meeting

Minutes of the previous Zoom meeting held on 21 September 2020 were agreed by all 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. Incorporation

SW confirmed that in accordance with the decision made at the AGM in November 2020, CHLCGA proceeded with incorporation. As such the new company was registered with Companies House on Monday 25 January 2021.

A summary of company details, including the names of the directors and member organisations was distributed with the agenda for the meeting.

Copies of the CHWGL Articles and Rules have also been distributed to all directors, officers and club Representatives.

### 3 Correspondence received

Nothing specific received. Noted that most information is now received by email and is forwarded as appropriate.

#### **4 Officer reports**

##### **a President (SW)**

SW confirmed we had a very successful Zoom meeting on Saturday 30 January with the Executive Directors, Ladies Captains and Vice Captains. This year the Club representatives were also invited, and this was a change for the positive.

We also held another Zoom meeting on 4 March to explore the Women in Golf Charter (*see item 6b below*)

Clearly with the progressive lifting of the Covid restrictions and the re-opening of golf courses there is much to look forward to at both club and county level

SW concluded by thanking everyone for all the work undertaken in the background to help move the county forward and keep members informed.

##### **b. Treasurer (KW)**

KW explained that she has adopted a new structure for reporting our county financial position and may well be refining this further with the inclusion of forecasts.

The Quarter 2 summary had been circulated with the agenda and demonstrate that we are in a healthy financial position. Main sources of income relate to:

- county affiliation fees
- competition fees
- England Golf contribution to the Junior Girls

There has been minimal expenditure and outgoings mainly relate to

- legal expenses associated with incorporation
- annual insurance premium
- general admin costs

Also noted that in terms of setting up the new company bank account, we are still going through all the required money laundering checks. KW anticipates that this will be concluded in the not too distance future.

KW was thanked for all her hard work in dealing with the bank and setting up the new financial reporting structure.

##### **c Secretary (VM)**

VM reported that the year to date has proved somewhat challenging with all the unknowns linked with the covid pandemic and lockdown, but is pleased to report that:

- the Blue Book has now been finalised, printed and distributed. In time for the re-opening of golf courses. The electronic version has been updated to reflect some post-printing amendments (now on version 3a) – will be sent out again with notes of this meeting
- a new county domain name has been purchased – [www.chwgl.co.uk](http://www.chwgl.co.uk) . A diversion has been set up from the old CHCGA site to the new web site
- the content of the web site is currently being reviewed and updated
- Review/rebranding of all policy and procedural documents has been initiated and will be completed over the next few weeks
- She is now focusing on securing SafeGolf accreditation for the county (*see item 6a*)

d **County Captain (PE)**

PE reported that preparation for County Match Days (18-20 June) remains uncertain as there has been no response from Stoke-by-Nayland and the planned team away practice weekend at the beginning of May. Additionally it is not clear what the accommodation arrangements will be permitted in June. Agreed that SW and PE will follow-up with other members of the Regional Competition Coordinating Group.

Normally the squad will be selected on the basis of performance in the Margery Newport Trophy and County Championship. This will not be possible as the former has been cancelled. Noted that this year County Championship will only be open to single figure handicap players and the County Plate will not run.

e **Seniors' Captain (RB)**

RB confirmed that the first match of the season against Hertfordshire was postponed but has since been rescheduled for **Sunday 13 June** and will still take place at Brampton. Noted this is a handicap match.

The sign-up sheet for the Seniors matches has been sent to Club Representatives and Ladies' Captains with a request for a response by 16 April. Club Representatives were asked to encourage players over 50/55 to sign up for what are very enjoyable days.

RB confirmed she will be trying to renegotiate a change of date for the August match which clashes with Presidents Day.

f **County Junior Organiser [Acting] (GB)**

GB confirmed that the **Juniors Spring meeting** scheduled for 6 April at Lakeside Lodge will go ahead, albeit in a smaller modified form. The Par 3 course is not available, so it will not be possible to run competitions for the development girls. The 18 hole Lesley Ford Trophy will however go ahead as will the 9 hole stableford competition. Andy Fletcher will be providing some coaching and putting practice.

Noted the **East Region Girls Championship** is being run at Ely City on 3 August – SW confirmed the entry form is currently being finalised

GB also reported that the squad available for **Junior County Match Days** needs boosting with new juniors as we have 'lost' a number of our established players. She reiterated past requests that clubs keep her informed of up-and-coming junior girls and that the work hard to promote the County Junior section.

Finally she explained that Morgan Tritton who had assumed responsibility for the Junior website was no longer available and that they had not been any handover not any updating VM proposed that for now the junior content returns to the main CHWGL website. GB will ensure that the latest information is sent to VM and Kim Morley asap for uploading.

g. **Competition Secretary (JB)**

**Competitions**

- JB confirmed she had heard from all but one of the club delegates whose clubs are hosting a competition this year. These competitions are able to go ahead as planned, although food availability will be confirmed nearer to the competition date.
- Unfortunately, we have had to change the date of the Jean Wilkinson semi-finals/final -i.e. it will no longer take place at The Cambridgeshire as published. The revised JW semi-final/final date and venue will be notified as soon as possible as will the date and venue for the Grace Norman semi-finals/finals

- Entries have started to trickle in, and to date we have the following entries
  - Foursomes KO x3
  - County Champs x 1
  - Holland Cups (Foursomes Championship) x 5.
- **County Championship:**
  - Given the changed format, the prize fund will be adjusted as the number of entries will be significantly reduced There will be no prizes awarded for the Plate nor the Scratch Bowl (includes the Marjorie Newport event which has been cancelled).
  - We will be appointing rules advisors for both rounds on the Saturday and will probably opt for one rules adviser rather than the two in previous years.

KW was thanked for her comprehensive payment received sheet and the promise of regular updates

**Following discussion it was also agreed that:**

- **caddies will NOT be permitted** in the
  - Foursomes Knockout
  - Grace Norman Knockout
  - Jean Wilkinson round robin group matches

However

- as the finals of each of the above competitions take place after 21 June which is when it is predicted that the majority of COVID restrictions will be lifted, it is likely that caddies will be allowed on finals day. We will however review the situation nearer the time.

Additionally

- caddies will NOT be permitted in either the County Championship or the Audrey Nicole Cup. Decisions about subsequent competitions are pending.

**The issue of safe foursomes play was also discussed**

- the recommendations provided by England Golf regarding foursomes play will be sent out to club representatives and ladies' captains. Whilst the recommendations are clear, we are seeking advice from EG about the consequence if the wrong person marks and replaces the ball on the putting green.

**England Golf 2021 Hard Card**

- This will only be available as a pdf file and will be sent out to club representatives with the competition update

**Competition Posters**

- Now there is greater clarity, competition posters are in preparation and will be sent out electronically in small tranches

**Competition referees**

- We are pleased to confirm that the following have passed the online Level 2 exam
  - Joan Grayer
  - Di Nicholson
  - Diane Amps
  - Julie Stephenson
- Noted that those passing with Merit or Distinction (80%+ or 90%+) would become part of the County Rules Team. In addition, after they have completed some actual on course experience then they would be awarded the title of County Referee.

## **h Handicap Advisor (WC)**

WC reported that the

- players WHS toolkit is being reviewed and will be relaunched shortly
- version 2 of the MyEG app is about to be released

## **5 Updates from Clubs**

**Bourn:** Noted on behalf of Ann Burbidge that Bourn is to be renamed as Cambridge Country Club – date to be confirmed

**Brampton Park:** nothing specific to report other than competitions are restarting

**Cambridge Meridian:** Jan Osbourn reported that a number of improvements had been made to the course during lockdown and that the course is in reasonable condition. They have attracted a number of new members and the course is currently open to visitors in the afternoon only.

**Ely City:** Sharon Chatteris reported the course is fully open and competitions have started. A lot of work was undertaken on the course during lockdown and the club house has undergone a full refurbishment.

**Girton:** Sue Carlisle confirmed that they have appointed a new professional – Sam Beckett. At the moment the course is only open to members.

**Gog Magog:** Deborah Harding reported the courses are in excellent condition and that a lot of work has been done on the bunkers on the Old Course. Additionally one of their members has donated over 70 nest boxes of various types and these have been installed. She also confirmed they have appointed a new Club Manager.

The women's section recently held a coffee morning by Zoom with 84 participants and they have 25 players in the Introduction to Golf programme.

**Lakeside Lodge:** Denice Smith (for Elaine Ottley) reported that the 18 hole course is open although the Par 3 is currently closed. As with other courses considerable course work has been undertaken during lockdown, in particular the lakes have been cleared and generally tidied up. She also reported that The Ladies Twilight season starts on the 13 April.

**Links:** Di Parr (for Lynn Lambert) confirmed that the competition season has restarted, and the Women's Spring Open is fully subscribed. They are also promoting all the county competitions.

**March:** Shona Kent reported that they had attracted a lot of new members, mainly men unfortunately. The course is open and is very busy. She also reported that sadly Alex Oldham, their Professional was leaving the club at the end of March.

**Old Nene:** Jacquie Richardson confirmed the course is open and is in great shape. Competitions will restart from the beginning of April.

**Royston:** Kim Bradfield confirmed play is only permitted in 2 or 3 ball groups and competitions will restart in two weeks. They will be putting extra marshals in place as parts of the course are open to the public and walkers who may not have been there when golf is being played. In line with the Women in Golf Charter commitments the Academy will open in May and they are making approaches to the Royston Women's Hockey Club.

**St Ives:** Ros Longstaff had to leave the meeting early so PE reported that the club was looking forward to hosting the County Long Handicap Cup/High Handicap Shield on 22 June and also that they have agreed that a meal will be provided

**St Neots:** Joy Billany (for Fiona Whitney) – nothing specific to report

**The Cambridgeshire: Rosemary Hay** - nothing specific to report

No updates received from Barkway, Heydon Grange, Kingsway, Ramsey or Saffron Walden.

i **EG Update**

**Voting Member /East Region Representative.** SW reported the following

- She continues to attend the regular EG updates via Zoom (as does VM)
- Election of 2 EG board directors: 3 nominations have been received. Agreed that SW would vote on our behalf
- EG is making good progress with the Independent Golfer initiative. The regular updates are being disseminated to club representatives. It is likely that a formal proposal will become available in the near future.
- EG 2021 Hard Card is only available electronically. VM confirmed this has been posted on the website and sent out via email as a pdf
- East Region competitions will be going ahead as planned subject to Covid restrictions and play safe guidelines. Entry forms are being finalised
- Arrangements for County Match Days (18 – 20 June) are still to be finalised. Agreed that caddies will not be permitted, and spectators will be discouraged

**Club Support Officer/ Regional Manager**

Mark Romasiuk highlighted a number of other current EG initiatives

- Youtube -[CJO Webinars](#)
- Girls Golf Rocks -<https://www.englandgolf.org/girls-golf-rocks/>
- Women on Par -<https://www.englandgolf.org/club-support/membership-growth-retention/growth-and-retention/women-on-par>

VM confirmed that we have opened up a dialogue with Stacey Mitchell, Regional Development Officer, Golf Foundation and Girls Golf Rocks. To date Gog Magog, Saffron Walden and Links have all expressed interest in and applied. Applications are now closed.

The SafeGolf and Women in Golf Charter initiatives are dealt with below.

6. **New/Other Business**

a. **SafeGolf**

**Club accreditation – status report (updated 9 April after the meeting)**

- 9 of our affiliated clubs have achieved SafeGolf accreditation: Bourn, Brampton Park, Ely City, Links, Gog Magog, Old Nene, Saffron Walden, Royston The Cambridgeshire
- 9 clubs are making good progress and have submitted over 60% of the required evidence
- Only 1 club has submitted less than 60% of the required evidence, but has previously been Golf Mark accredited

Continued support/assistance is being provided by David Davis, CSO and an agreed process is in place for those who have been unable to complete the process by the end of March.

Karen Fidell has requested name and contact details of club welfare officers so that she can set up a networking group - her email address is [cwo@bourngolf.com](mailto:cwo@bourngolf.com)

### **County accreditation**

- VM formally proposed that Karen Fidell be appointed as the CHWGL County Welfare Officer. KG is also the CAGL County Welfare Officer. She has been through the DBS system and has completed both the required training courses (SPC and Time to Listen). Proposal approved unanimously.
- the CHWGL safeguarding policy and procedures have been fully reviewed and mapped against EG templates to ensure compliance. The previous work undertaken by the Junior Committee in 2017 proved invaluable in undertaking this review and relatively few changes were required. This has been sent to Mark Romasiuk for final scrutiny prior to sign off by the Directors. Once it has been signed off it will be uploaded to the new CHWGL website, disseminated to clubs via the designated club delegates and to parents and volunteers by the CJO
- Evidence in relation to DBS status and attendance at required safeguarding course is being processed and added to our evidence portfolio.
- Safeguarding adults – remains work in progress, but will be completed soon

### **b. Women in Golf Charter**

- The initial meeting, held on 4 March, was excellent and we had two very good presentations from the Gog Magog and Royston teams. Both clubs are signatories to the Charter. The presentations, along with a summary of key points, was disseminated to all Directors, Officers, Club Representatives, Ladies' Captains and Vice Captains. The meeting generated some useful dialogue and hopefully a number of other clubs will pursue this initiative.
- Subsequent to the county wide meeting, SW and VM met up with Mark Romasiuk via Zoom. The purpose was to consider how CHWGL can move forward and become a signatory to the Charter. A range of issues were explored which may form the basis of future actions. In the short term the following actions are proposed:
  - Get a small group together to work on the charter – need to consider membership. Volunteer(s) requested
  - Start to build a picture of “current position” on the charter with emphasis on
    - perceptions of county
    - the interface between club and CHWGL and how we support clubs (ladies/women's sections) and share good practice/innovations
    - ways in which we communicate with affiliated members and the use of social media
    - ways in which we support volunteers at county level – e.g. member club representatives
    - levels of participation in CHWGL, East Region and national EG events
    - ways in which we get involved in wider EG initiatives and encourage/support clubs

### **c Social Media presence**

VM indicated that we need to strengthen our social media profile – particularly on Facebook. We would benefit from appointing a social media lead person to help achieve this. Club Representatives were asked to consider possible volunteers for this role and ask them to contact VM.

d **Affiliation fees:** Jan Osborne asked for confirmation of the current affiliation fee. Confirmed as follows:

- England Golf: £9.50
- CHWGL: £9.00
- Junior girls: £3.00

e **Radio Cambridgeshire interview with Vivien Saunders**

It was reported that Vivien Saunders had been interviewed on Monday 29 March about the re-opening of golf courses. It was agreed that SW and Mark R would review the content via BBC sounds and determine if any follow-up action is required.

7. **Dates of future meetings:**

- **General Meetings (with Club Representatives)**
  - **1330 Monday 28 June (via Zoom)**
  - **1330 Monday 27 September (Zoom or in person meeting tbc)**
- **Annual General Meeting**
  - **1300 Thursday 25 November (Gog Magog)**

**Signed**

**Date**