



**Shepton Mallet Bowls and Tennis Club**  
**Draft Minutes of Emergency Management Committee Meeting**  
**Monday 16<sup>th</sup> July 2018 Time : 6:30 pm Venue: Marquee**

**Club Confidential**

**Present**

Robert Goodhand Secretary/Acting Chair                      Lester Holley Development  
Diane Baker Treasurer                      Maureen Brown C & W                      Brian Brown  
Abigail McGuire Tennis                      Lindsay Davis (by invitation)                      Ted Gould

**Apologies**

Brian Cruwys    Anne Neale    Peter McGuire                      Michael Adams

**Matters Raised**

**Brian Brown** gave a short presentation.

He thanked LH for the Club Evening on Sat 14<sup>th</sup> but apologised for the poor support from Bowls. He expressed concern that members some were continuing to criticise the efforts of others to promote the Club. There was some discussion on this.

Discussion then centred on our Friday "Free Bowls and Tennis" events were becoming very successful but issues on membership support.

**Abigail Mc.** then picked up on this.

She expressed the view that there were a number of structural issues in the Club

- The first was that we were not communicating clearly to Club members the purpose and intent of the various events being run. Club members were sometimes not clear about the role they were supposed to be playing at the event itself.
- Second the apparent lack of communication meant that members were not taking responsibility for the success of these events because they didn't have a clear "entry point" or specific responsibilities

To summarise there was a lack of ownership and this manifested itself in the "we want our Club back" attitude.

She had clear suggestions to resolve these issues.

In the short term we needed to issue a specific rota for the Friday events – three teams of 4 people who took primary responsibility for attracting "passer-by's" into the Club and encouraging them to try out the game.

**Action** RG to draw up draft rota and issue out

A similar rota needed to be issued for tennis

Further too much load was being placed on the very few and we needed to delegate out tasks. She admitted herself that her experience in the roller disco was that although she personally felt she was the best qualified to take on certain tasks it was not until she delegated out the task and allowed people to make their own mistakes that those individuals themselves achieved their full potential.

She then presented to the Committee a draft events policy – attached.

Taking the forthcoming RBL event on the 21<sup>st</sup> a fuller brief was given by LH on the format and timing of the event, details of caterer, serving times etc.

Event starts 2:00 pm

Encourage bowls and tennis and general circulation to 4:00 pm

Weapons display on hand. One bowls lane only needed.

Hog roast set up 3:30 pm

Serving 4:00 pm to 5:00 pm

Wind down 5:00 pm to 6:00 pm

**Action RG** to prepare sign-in list and encourage emails / mobiles to keep in contact

#### **Other matters**

Sunday we have a tennis open morning

After further discussion on how to involve members the meeting closed.

#### **Date of Next Meeting**

Monday 6<sup>th</sup> August 2018

