

**Action Points**  
**Studley Wood Seniors Section Committee Meeting**  
**Tuesday 7<sup>th</sup> February 2017 at 2.35pm**

**In Attendance:**

**Committee.** Peter Crook (PC), David Scott (DS), Paul Doré (PD), Mike Atkins (MA), Peter Nicholls (PN), Barry Muir (BM) and Steve Atkins (SA).

**Apologies.** Nil.

<b>Ser</b>	<b>Subject/Discussion Points</b>	<b>Action</b>
1	<b>Welcome, apologies.</b> Peter welcomed all to the meeting.	
2	<b>Minutes of the Last Meeting/Matters Arising.</b> These were accepted with no matters arising. As agreed, these minutes will be published on the website within a week of the meeting.	
3	<p><b>Captain and Vice Captain's Report.</b></p> <p><b>2017 AGM Agenda, format and Committee Proposals.</b></p> <p><b>Proposals;</b> PC ran through all proposals received and after discussion and consideration these will be recorded on a document by PC to be used at the AGM. PC to compose letter for a composite e-mail to members regarding the AGM and to formulate the Proposals list from those received as Proposed and Seconded by the closing date. A copy is to be placed on the Notice Board as soon as possible before the AGM by SA. (<b>After Note;</b> Proposal sheet is attached to these minutes).</p> <p>PC was to write to Martin Wilkinson regarding his letter to clarify that his ideas would be offered at the AGM under AOB unless he wished to provide a seconder for the content by the closing date for proposals.</p> <p>Similarly PD would liaise with Russell Matthews regarding his note to him.</p> <p><b>Agenda.</b> This was agreed, with a slot being made for Ken Heathcote to address the meeting on management observations. PC to invite Ken to do this. Copy attached and a copy to be put on the Notice Board as soon as possible (<b>Done</b>).</p> <p><b>Course Development Programme.</b> Ken Heathcote's Course Development Programme has previously been circulated to all committee members by PC and PD has circulated his views on the programme. Committee members are asked to give their views directly to PD and this subject will then be taken up again at the next Committee Meeting after the AGM.</p> <p><b>Vice Captain and Committee Nominations.</b> No nominations for Vice Captain at present. If still no one volunteers, PD will make an appeal at the AGM.</p> <p><b>February and March 2017 Programme. Programmes/Availability to Organise Roll Ups.</b> All covered.</p>	<p><b>PC/PD</b></p> <p><b>PC</b></p> <p><b>PC</b></p> <p><b>SA</b></p> <p><b>PC</b></p> <p><b>PD</b></p> <p><b>PC</b></p> <p><b>All</b></p> <p><b>PD</b></p>
4	<p><b>Committee Members' Reports.</b></p> <p><b>Financial Report.</b> MA presented the main points of the financial situation.</p> <p><b>Correspondence.</b> Nil.</p>	<p><b>MA</b></p> <p><b>SA</b></p>

	<p><b>Preparation of AGM papers.</b> SA to prepare AGM Agenda and publish that and the agreed Members Proposal on the Notice Board. Seniors Captain and Committee Nominations papers have been taken down from the Notice Board for preparation for the AGM.</p> <p><b>Away Day and Spring Tour.</b> PN reported that there had been a poor take up for the 23<sup>rd</sup>/24<sup>th</sup> April Mini Tour. He will promote it further but may have to change the date as it clashes with other events/tours taking place over that time.</p>	<p><b>SA</b></p> <p><b>PN</b></p>
5	<b>AOB.</b> None	
6	<b>Date of Next Meetings.</b> Provisionally set for Tuesday 7th March 2017, after the Roll Up. PC thanked all for their support and there being no further business the meeting closed at 3.45pm	<b>All</b>

Signed:

Captain: Peter Crook

Date: 12<sup>th</sup> February 2017

Distribution:

All Members of the Committee (by email).

Attachments for AGM:

1. AGM 2017 Agenda.
2. Members Proposals.
3. Seniors' Captain, Vice Captain and Committee Nominations sheet.