

ENGLISH WOMEN'S GOLF ASSOCIATION

Minutes of the Meeting of the Operational Board held on Wednesday 1 April 2009 held in the EWGA Board Room, 11 Highfield Road, Edgbaston, Birmingham B15 3EB at 10.30 am

Present:	Mrs E Earnshaw	President
	Mrs M Berriman	Chairman, Operational Board
	Miss M Sheepy	Midlands South
	Mrs C Slater	North
	Mrs C Tremlett	South
	Mrs A Pyke	East
	Mrs S Rawles	South West
	Mrs S Goulds	Midlands North
	Mr J Robinson	Chief Executive
	Mr J Green	Finance Director
	Mrs L Walker	Minutes

Action

1. Apologies for Absence Apologies had been received from Barbara Brooke, Angela Allsopp and Jenny Clink.

The Chairman welcomed Carol Slater who was attending the meeting on behalf of Barbara Brooke and will also be Barbara's replacement in 2010 and also Catriona Tremlett who was attending her first Operational Board meeting as Regional Chairman for the South.

2. Chairman's Remarks The Chairman congratulated the following:
Angela Caton (Lancashire), Di Gritt (Wiltshire), Kim Brusadelli (Kent), Danielle Kay (Derbyshire) and Robyn Furze (Derbyshire) who were all honoured at the recent Golf Partnership awards. Clare Hall who is still playing golf at the age of 100 and has a handicap of 34, and Holly Aitcheson, Florentyna Parker and Claire Aitken for obtaining their full LET cards and Liz Bennett who, although not achieving her full LET card hopes to receive enough invitations to play most events on the European circuit.

Congratulations were also extended to Nicola Race (Essex) who recently won the UMHV Spring Invitational in Texas and was runner-up in the Lion Invitational: Fern Grimshaw who has won two college competitions in Florida: Katie Mundy who has won the Schreiner Spring Shoot-out, TJC Women's Intercollegiate and the qualifier for the National Junior College Championships; Natasha Podmore who won the Oregon Duck Invitational; Jodie Ewart who won the Arizona Wildcat International and has been chosen to represent her college in a special Anniversary team, Jodie was also Golfer of the Month in February for the Mountain West Conference and is 16th overall in the USA and also finished third in the Betsy Rawls Invitational.

Hayley Davis won the U16 titles in both the Murcia Ladies Open and the Hacienda del Alamo, Bronte Law won the Andalucía Junior European Open, Charlie Douglass won both the Murcia

Ladies Open and the Hacienda del Alamo titles and also reached the quarter finals of the Spanish Women's Amateur Championship. Hannah Barwood won the Faldo Series Asia title in China. Holly Clyburn won the British Colleges Sport Open Golf Championship at St Andrews and set a new course record.

England has entered two teams in the Scottish U16 Strokeplay Championship: Heidi Baek, Hayley Davis and Lauren Taylor: Bronte Law, Hannah Turland and Jamie-Leigh Voss. Also competing in this championship are Elizabeth Mallett, Emily Taylor and Brogan Townend.

Two teams will compete in the French Lady Junior Championship: Hannah Barwood, Rachel Connor and Rachel Jennings: Holly Clyburn, Alex Peters and Kelly Tidy.

The Operational Board wished all the England teams luck and success for the championships.

The Chairman also announced that Lorrin Golf have agreed to sponsor our Order of Merit for the next two years.

3. Approval of Minutes of 15 January 2009

The Minutes of the meeting held on 15 January 2009 were approved and signed by the Chairman as a true record.

4. Matters Arising

a) Company Car Policy – Three companies had been invited to quote on the leasing of company cars. However, Volvo has now offered sponsorship of EWGA's handicap events plus a Volvo car if we lease our company cars through them. John Green (JG) and Jim Robinson (JR) will be meeting with Volvo to discuss this matter further.

JG/JR

b) Public Liability Policy – JG had distributed a report showing what insurance cover Counties have from the information that has been provided. Insurance cover is inconsistent across the Counties and JG has asked our insurance company to quote to cover all Counties under EWGA insurance. It is thought that there may be benefits in Counties taking out a combined insurance but not necessarily provided by EWGA. It was questioned whether the present sum assured of £5m was adequate but the insurance company felt that this sum was high enough for the Association. Several considerations need to be taken into account at Association, Regional and County level. JG seeking further quotes for a combined policy and is also in discussion with another broker. and the matter will be discussed further at the next meeting.

JG

c) CONGU Statistics Committee – There have been six nominations for this position and the three most suitable have been forwarded to CONGU.

d) Nomination for Buckingham Palace Garden Party – Sonia Harvey was nominated and was delighted to have been chosen. No further information has been received to date from the DCMS.

e) EWGA Trust Charity Day – Sally Goulds (SG) reported that the Charity Day has been cancelled through lack of entries, only 4 were received. She wished to thank Lisa Di Placido and Sandra Holden for their hard work in the organising of this event both with its promotion and for securing so many sponsored prizes for the event and auction. Many of the companies who donated prizes do not want these returned and a raffle may be held in an attempt to raise some much needed funds for the Trust.

A 2010 diary is in the process of being sourced, similar to that previously sold by the LGU, which should be on sale from September 2009 at the latest.

Donations from clubs have drastically reduced and the Regional Chairmen were asked to promote both the Trust and Trust Stableford competition within the Counties and clubs.

f) Northern Regional Chairman replacement – Carol Slater will be replacing Barbara Brooke as Regional Chairman at the beginning of 2010.

g) Anti-Doping Policy – JR confirmed that a letter outlining the policy was included in the January mailing and that the information is now available on the website.

5. To Receive Correspondence

a) Letters of thanks – letters of thanks were received from: Holly Clyburn, Georgia Hall, Sonia Harvey, Emily Hyde, Diana Jaynes, Bronte law, Lauren Taylor, Hannah Turland, Judi Walker, Sally Watkins, Alice Watson, Ros Weston and Olivia Winning. Elizabeth Earnshaw (EE) had also received a letter from Ruth Whitehead thanking the Association for her Past Chairman's brooch and giving her good wishes for the future.

The Chairman reported that Chris Williamson had accepted the invitation to Captain the European Young Masters team and a list of 2009 England Captains was distributed to the Committee. Sue Rawles (SR) asked whether it was still the role of the Operational Board to put forward names of Captains for the year. It was agreed that this item should appear on January agendas. MHB to speak to Sarah Miller.

MHB

b) Stoke-by-Nayland Golf Club – Permission had been requested for this club to move from Suffolk Ladies County Golf Association to Essex Ladies County Golf Association. This was agreed.

JR

c) New Years Honours Nominations – It was agreed that nominations previously made should be resubmitted if these can be located. Also, this item needs to be put on agendas before

JR

the official letter is received so the necessary work can be put in hand.

JR/MHB

d) Reimbursement Request – Use of Buggies – Requests have been received for EWGA to reimburse the cost of obtaining a medical certificate now that the decision has been made to permit the use of buggies in EWGA medals. After discussion, the Committee agreed that these costs will not be reimbursed.

JR

e) Ampleforth College Golf Club – This golf club have advised that they will not affiliate their ladies to Yorkshire County as required and as stated in the Memorandum and Articles of Association. After discussion, it was agreed that MB and JR would write to Ampleforth College Golf Club outlining the consequences of this action, with reference to the fact that the club do affiliate their male members to the EGU and therefore the County.

MHB/JR

f) LGU – Rules Examination – November 2009 – this item was deferred until later in the meeting.

6. Whole Sport Plan Update

Richard Flint – EGU Golf Development Manager presented an overview of the work being carried out by the EGU/EWGA Development team. 29 County Golf partnerships are already in place and Northumberland and Nottinghamshire are under development. 675 clubs are now working towards GolfMark accreditation and 169 clubs have already obtained this accreditation. Work now includes RangeMark, the equivalent of GolfMark for golf ranges, 17 golf ranges have already registered for this. A Women and Girls strategy will be put in place during the next development period. This will include development officers giving active help to clubs putting in place long-term plans.

Kirstie Jennings – Safeguarding and Equality Manager presented an overview of the work being carried out in this area, including the newly updated Gender Policy. Although this policy will not feature in the 2009 EWGA handbook, it will be available on the website. It was agreed that the amended policy will be shared with the LGU. Kirstie advised that Counties and clubs should put a customised gender policy in place before circumstances required one.

7. Chief Executive's Report

A detailed report had already been distributed to the committee, JR went through the main points of the report.

An overview of the Golf Forum, LGU meeting and EGU County Secretaries meeting had been well documented in the report.

Update on EGU/EWGA Merger talks – An initial meeting has been held to discuss the issues that a merger may raise. Key points were raised and discussed openly at length. It was agreed to approach David Harrison (R&A) to take the role of Chairman of

the Steering Group and a proposal made for a project manager to be appointed, this proposal has to be considered further. Further meetings are planned for April and June at which David Harrison will take the chair. A questionnaire has been sent out to county representatives and club delegates to elicit their opinions on some of the issues for consideration. A similar questionnaire has been issued by the EGU. The Regional Chairmen should ensure that their Regional Representatives do consult through their club delegates.

All

Whole Sport Plan – The performance end of the funding is difficult and discussions have been held with the English Golf Partnership on this matter. A decision has been reached to allocate £400k to performance from the £800k grant.

Marketing – JR, Lyndsey Hewison, Sarah Charlesworth and Chrissie Owens, Non-Executive Director have been working on the marketing strategy and brand guidelines. Chrissie will be asked to present at the next Operational Board meeting.

MB

County Birdie Squads – these are to be absorbed into the Club and Coach process. Christine Sparks RTO will now be responsible for Further and Higher Education and the University liaison including the AASE and TASS. Linda Carruthers will oversee the glide-path of the birdie programme into Club and Coach over the next 2 years and will quality assure the Club and Coach process.

AGM - The Chairman commented that she had received feedback that the pre-AGM lunch for invited guests should be reinstated. The recent Voting Procedures Group had identified the AGM as a time for celebration as well as the business of a limited company and it was thought a Speaker might be included in the proceedings. JR will look at the costs of a lunch or a pre-AGM dinner for consideration.

JR

8 Finance Report

JG presented his finance report, a copy of which is attached to these Minutes. These showed a net subscription income to date of £384k, income from grants of £141k, other income of £8k. Total expenditure stands at £459k giving an operating surplus to date of around £75k.

The 'ring fenced pot' shows a surplus of £5k at the end of 2008, but in this year there were no regional championships. A projected surplus for 2008/9 is also shown but the cost of the regional plates for hosting clubs is to be taken from this amount. The grant of £1.2k for each hosting county for CMW will be sent out by the end of April.

JG

It was agreed to provide each Regional Chairman with a list of clubs who have paid their EWGA and County subscriptions so club delegates can chase non-payers..

All

9. Sub Committee Minutes
- a) Handicap Committee – Minutes of the meeting held on 26 February 2009 had been previously circulated and were taken as read.
- b) Championship, Venues and Rules of Golf - Minutes of the meeting held on 22 January 2009 had been previously circulated and were taken as read. The proposed new scratch competition is likely to commence with scores registered in 2010 with the first final being held in 2011.
- Anne Pyke (AP) requested that a revised schedule of events be emailed to each Regional Chairman. JR
10. Discussion Items
- a) CDH Update – It has been agreed with the EGU that EWGA will start uploading data from July. Clubs need to use software suppliers licensed to CONGU to participate. Regional Chairmen were asked to ascertain which Counties and clubs have internet access and the relevant software. 80% of clubs will need to participate for the software to operate. All
- b) Rules Seminars - AP had previously distributed a report concerning R&A Qualified Referees and Observer/Referees. It was noted that all Observer/Referees are now 'out of time'. AP ran through the format of a typical rules seminar which would include the R&A Rules DVD and on-course training. It was agreed that the cost of running four seminars covering North, Midlands, west of Southern England and east of Southern England should be put in next year's budget. An invitation will appear in LadiesLinks inviting candidates to take part in a rules test and those achieving a satisfactory mark will be invited to one of the seminars. Regional Chairmen to alert their committees. All
- It was also agreed that 5 places will be requested for the LGU Rules Examination in November and the two places offered by the R&A to attend their Rules School in February should also be utilised.
- c) Active/Inactive Handicaps in EWGA Medals – It had been agreed that an active handicap would be required for entry to EWGA medals from 2010 as it was felt that sufficient opportunity is available for players to be able to submit three qualifying scores – supplementary scores, 9 hole qualifying competitions, club medals/stablefords. However, this had caused a large amount of debate at the recent Handicap Seminar and MHB felt the matter should be revisited. She asked that all Regional Chairmen discuss this matter at their Regional Meetings so it could be raised further afield. Comments to be fed back at the next meeting. All
- d) Membership Numbers – JR presented a schedule of membership numbers as at end march showing the losses and gains in membership by County. JR will discuss these figures with the Regional Development Officers to attempt to ascertain

where the losses are and why. Figures to date indicate a downturn in membership of 3.1%.

e) Attendance at Championships - MHB asked for the Committee's opinion on who should be attending championships in which an England team is competing. At present the costs of these trips are not budgeted for separately but will need to be in the future. After discussion it was agreed that MHB will look at the schedule of events to ascertain who will be attending these events and return the schedule to Sandra Holden.

MHB

f) Website Development – A further meeting has been held with Nemisys and the specifications have now been laid down, mock-up of the new website design should be available shortly. No payment has yet been made to Nemisys but it has been agreed to pay a quarter of the costs at the end of each set of three months and retain £4k to cover 'snags'. Kevin Fowler of Nemisys is to confirm the support element of the contract.

g) Golf Related Budget – A budget should be set aside for golf related issues. Wendy Taylor, Chairman of the handicap Committee has requested the purchase of 35 R&A Rules DVDs at a cost of £8 each for use by the County handicap Advisers this year. Purchase of these was agreed. The European calibration Seminar will be held in Wales in 2010 and the cost of two representatives attending the seminar must also be provided for in the budget. Joy Hunter would also like to consider holding 3 calibration seminars for Assessors arranged on a Regional Basis.

11. County Final Draw

The County Final Draw was as follows:

A:	Midlands North	D:	North
B:	South West	E:	South
C:	Midlands South	F:	East

12. Health and Safety

There were no health and safety issues. A replacement for the present Chairman of this Committee, Barbara Brooke, will need to be found for 2010.

It was agreed that a first aid refresher course for members of the Operational Board will be arranged for the end of the year.

JR

13. Articles of Association

Two meetings of the Voting Procedures Working Group have been held from which it is clear that some amendments will have to be made to the Memorandum and Articles of Association to be agreed at the AGM in 2010. The amendments will be sent out, together with guidance notes. Draft copies of the proposed amendments will be circulated when available.

JG

16. Any Other Business

a) SG reported that some County Delegates have expressed their disappointment that the County Conference was cancelled, the decision was made based on the cost of the event. A conference is under consideration for 2010 and it is anticipated

that money can be put aside in next year's budget to cover it.

b) SR commented that the Operational Board section on the website needs to be updated.

SR also confirmed that Margaret Gliddon will be taking over as Regional Chairman for the South West at the beginning of 2010.

c) AP has had a request from a County for a Regional EWGA logo. Such a logo is not available therefore they should be advised to use the EWGA logo.

d) Catriona Tremlett asked whether Regional Trophies should be engraved – this was confirmed.

e) JR reminded the Committee that discussions for the incoming President should be held prior to consultation with the Management Board. MHB said that previously the President had drawn up a list of names and that EE would present any suggested names at the next Operational Board meeting.

EE

Two decisions made outside the meeting to be minuted:

f) Timing of County Match Week:

Odd Years	-3
Even Years	-5

g) Emma Lowe has sent a memo to Counties recommending that DMD's should not be allowed in County competitions.

h) Past Chairman's Brooch – It was agreed that the Past Chairman will continue to be presented with a brooch.

i) It was agreed that Regional Minutes should be put on the relevant section on the website. When approved these should be sent to Lisa Di Placido for uploading.

j) It was reported that Warwickshire were unhappy that County Match Week is scheduled for week -5 as this will fall within examination week for their younger players. Margaret Sheepy confirmed that the matter has been discussed at the Regional meeting at which it was stated that week -5 may be changed by a County if necessary. The Chairman will write to Warwickshire accordingly.

MHB

k) The Chairman distributed an extract from the Minutes of the Berkshire Club Delegates Meeting and asked that all Regional Chairmen consider this as she would like a brainstorming session to be included in the next Operational Board Meeting.

There being no further business the meeting was closed. The President thanked the Chairman for chairing an interesting meeting.

17. Date of Next Meeting

The next meeting of the Operational Board will be held on Wednesday 3 June 2009 at 10.30 am in the EWGA Board Room, 11 Highfield Road, Birmingham B15 3EB.