

CASTLEREAGH BOROUGH COUNCIL

Minutes of the proceedings of the Castlereagh Hills Golf Club Board meeting held, in committee, at Castlereagh Hills Golf Club on Friday, 18th July 2008 at 10.00 a.m.

PRESENT:-

Alderman J White

Councillor Mrs J Cochrane

Councillor B Hanvey

Councillor T Jeffers (in the chair)

Councillor G Robinson (from: 11.00 a.m.)

IN ATTENDANCE:-

Director of Leisure Services, Golf Club

Secretary/Manager, IT Manager and Assistant

Members' Services Officer

APOLOGIES:-

Apologies were recorded on behalf of Councillors Mrs A Beattie, Henderson and Spratt, Operational Services Manager, Business Manager, General Manager of Leisure and Marketing, Business Manager and Parks Section Manager

GCB/2008/193 : CHAIRMAN

In the absence of the Chairman and Vice-Chairman, Alderman White proposed that Councillor Jeffers chair the Golf Club Board meeting, which was seconded by Councillor Hanvey.

RESOLVED:- that, Councillor Jeffers chair the Golf Club Board meeting in the absence of the Chairman and Vice-Chairman.

GCB/2008/194 : MINUTES

Tabled:- Minutes of the Castlereagh Hills Golf Club Board meeting held on 20 June 2008 (copy previously circulated)

Following a proposal from Alderman White, which was seconded by Councillor Hanvey, it was

RESOLVED:- That, the minutes of the Castlereagh Hills Golf Club Board meeting held on 20 June 2008 be agreed as a true and accurate account of the proceedings that took place.

MATTERS ARISING FROM THE MINUTES

GCB/2008/195 : HONORARY POSITIONS (Minute Ref No: GCB/2008/162 refers)

The Director of Leisure Services advised Members that the Golf Club were currently dealing with this matter.

Alderman White reiterated that it was important to note that the outgoing Club President had been offered honorary life membership on the basis of his many years of public service as a Councillor, Alderman, Mayor of Castlereagh, MLA and Minister.

Noted.

GCB/2008/196 : HONORARY LIFE MEMBERSHIP (Minute Ref No: GCB/2008/164 refers)

The Golf Club Secretary reported that she had spoken with Ms Wilson with regard to the Ladies' Section preparing a review to support the two proposals for non-playing life memberships and once this had been submitted, she would bring it back to the Board for consideration.

Noted.

GCB/2008/197 : RESTAURANT (Minute Ref No: GCB/2008/167 refers)

The Director of Leisure Services advised that she had prepared a report which would be tabled at the August Golf Club Board meeting.

Noted.

GCB/2008/198 : DAMAGE TO PROPERTY AT MANN'S ROAD (Minute Ref No: GCB/2008/169 refers)

The Director of Leisure Services reported that this matter was progressing and the occupants of Manns Road were delighted that the Council were relocating the tee on the 2nd hole for pay and play golfers.

Sec/Mgr advised that she had met with the Golf Club Captain and Hon Sec who felt that the damage to Mrs Thompson's property was due to the fact that the pay and play golfers were not teeing off from the 2nd box but were teeing off from the fairway and she had subsequently raised this issue with the Course Manager.

The Golf Club Secretary/Manager commented that the original 2nd teebox would remain in play for Thursday and Saturday competitions. The Secretary/Manager further commented that Parks Dept had confirmed that work to construct the new tee box would commence on the 21st July 2008.

Noted.

**GCB/2008/199 : ORMEAU GOLF CLUB
(Minute Ref No: GCB/2008/172 refers)**

The Golf Club Secretary/Manager stated that she had spoken with Ormeau Golf Club who had advised that they had received no definite confirmation that the club would be closing for any length of time. In the interim, she advised that she would be meeting with the Club to negotiate a package in the event that they would be forced to temporarily re-locate in the future and the Director of Leisure Services commented that she would give an update at a future meeting of the Board.

RESOLVED:- that, the Director of Leisure Services will give an update on the situation regarding Ormeau Golf Club at a future meeting of the Golf Club Board.

**GCB/2008/200 : IRRIGATION OF THE SIX PARKLAND GREENS
(Minute Ref No: GCB/2008/188 refers)**

The Golf Club Secretary/Manager reported that she had referred to this matter to the Course Manager. However, she advised that she required confirmation to identify which budget would incur the necessary expenditure and once the Parks Section Manager and the Operational Services Manager were back from annual leave to clarify the position, she would progress the matter.

Noted.

REPORT FROM THE DIRECTOR OF LEISURE SERVICES

GCB/2008/201 : SNAGGING DEFECTS

The Director of Leisure Services reported that Scott Wilson had now come back with an interim report and she outlined the details, namely:-

- Female Toilets vanity unit worktop – the report outlined that tests to the worktop had confirmed that the worktop was not defective, but that discolouration had been caused by the soap solution used by the Golf Club.

The Director commented that in the interim staff were continuing to clean the worktops and she would review the situation in a couple of month's time.

- Broken glass windows - the report detailed that, following a series of tests, the results had confirmed that the cracks in the glass had been caused by impact.

The Director advised that the Golf Club's insurance would cover the cost of replacing the glass as it was not a structural problem and the Golf Club Secretary/Manager would raise the matter with the Director of Administration & Community Services to progress the claim.

- Cracked tiles - Scott Wilson are continuing to monitor this situation on a 3-monthly basis for the next year and if no further cracks appear, she would be hopeful that the cracked or defective tiles would be replaced.
- Balcony - the Director of Leisure Services advised that she had contacted Scott Wilson as the slabs were continuing to move despite the installation of a grid which they had designed to keep the flags in place. She stated that she had not been satisfied with their remedial action.

Following discussion, it was

RESOLVED:- That, the Director of Leisure Services would not accept the remedial works until such times as all of the defects had been concluded to the satisfaction of the council.

REPORT FROM THE OPERATIONAL SERVICES UNIT MANAGER

In the absence of the Operational Services Unit Manager, the Director of Leisure Services took Members through his report.

GCB/2008/202 : COURSE MAINTENANCE

Members were informed that the sand slits were now starting to establish and the fairways had developed well over the last couple of weeks.

The 150yd and 100yd markers and discs had now been installed at the side of the fairways.

Furthermore, the box hedging had been planted to replicate the Castlereagh Hills Golf Club logo and the flowerbeds and shrubbery completed.

The Director referred Members to the copy of the proposed course improvements attached to the Officer's report which referred to the new combined Tee box for the 8th and 3rd holes respectively. The new 8th tee box would create a Par 5 hole of approx 510 yds. She also drew attention to the proposal to extend the Tee box and new green to create another Par hole for the back nine.

The Director commented that the Operational Services Unit Manager was keen to retain the existing trees whilst the course improvements were being carried out.

In addition, the signage for opening and closing of the entrance at Castlereagh Hills Golf Course had been ordered by the Minor Works department.

She advised that she had asked the Officer for details of the timescale associated with these works and if they would be carried out in-house, as this information was critical to identify the capital costs involved.

Following discussion, it was

RESOLVED:- That, the Director of Leisure Services would arrange for further information relating to the timescale and details of the work involved to be brought to the August Golf Club Board meeting along with the proposed measurements of the new Par 5 's

GCB/2008/203 : THE SECOND HOLE TEMPORARY TEE

Members were informed that work was due to commence on 21st July 2008 as the tee mat had arrived, the signage had been ordered, and the nets were due within the next few days. Posts and ropes for direction will be established once the mat has been installed.

The Director further reported that the Course Manager, Mr David Jones, had identified an area of approx 150 yds from the green as the optimum position for

the temporary tee, as well as locating the best position for the installation of the catchment fence. This work would be carried out by the Minor Works department and Members were informed that the necessary risk assessment had been prepared.

Noted.

GCB/2008/204 : QUOTATION FOR PATHWAY BETWEEN THE FIRST GREEN AND THE NINTH TEE

Members were informed that quotations had been requested to construct a new pathway between the 1st Green and the 9th tee up to Mann's Road.

RESOLVED:- That, a further report will be brought to the next Golf Club Board meeting once all the quotations had been received.

REPORT FROM THE IT MANAGER

GCB/2008/205 : MICROCACHE

At this point, the IT Manager entered the meeting to present his report in relation to ongoing IT issues.

He reported that there were now 2 licences for Microcache at the Golf Club, as it had been possible re-allocate one licence from the Robinson Centre. However, the remoteness of the Golf Club's location from the exchange adversely affected the speed of the system and he outlined that it would be costly to upgrade the line to improve the operation.

Councillor Robinson entered the meeting at 11.00 a.m.

The IT Manager stated that it was important that the Golf Club looked at the maintenance issue as the Council was now at the secondary stage of its IT Strategy for the whole infrastructure and, in terms of the Golf Club, there was a need to upgrade the line.

The Director of Leisure Services informed Members that the microcache system currently operated very slowly, and at times, did not work at all.

The IT Manager indicated that the Council's Citrix environment was being upgraded which might stabilise the microcache system at the Golf Club but he reiterated that the distance from the exchange would continue to affect the

operational output of the system. He reiterated that the original IT Strategy had not given any direction in terms of line speed.

The Director of Leisure Services advised that at capacity levels, the Golf Club's line was insufficient to serve the facility and there was no budget provision available to finance the costs of upgrading the system.

The Golf Club Secretary/Manager confirmed that microcache was so slow and as a result the direct debits could not be processed from the Golf Club. Therefore Microcache was not being used to its full potential due to a lack of knowledge, training and speed of the system

Councillor Robinson stated that if the current system was adversely affecting the operation of the Golf Club, it was imperative that Officers immediately upgrade the existing line. Therefore he asked Officers to follow the Council's fiscal policy and carry out the necessary upgrading, then bring the costs back to the next Board meeting for retrospective approval.

The IT Manager indicated that training of Golf Club staff was also required to fully utilise the system.

Following discussion, it was

RESOLVED:- That, the IT Manager be instructed by the Golf Club Board to follow the Council's fiscal procedures and arrange for an immediate upgrade of the existing line to the Golf Club in order that the microcache system will operate properly, as the current system was detrimentally affecting the daily operation of the Club.

Furthermore, that he be given authority to proceed with training for those Golf Club staff required implementing the system and that the costs for the upgrade and training measures will be tabled at the next Golf Club Board meeting for retrospective approval.

The IT Manager then left the meeting at this point.

GCB/2008/206 : FINANCIAL TRADING ACCOUNTS

The Director of Leisure Services referred Members to the trading accounts to the end of June 2008.

She reported that there had been a slight improvement in the pay and play figures and that extra rate had been charged on the Bank Holiday Monday when the facility had been extremely busy.

Alderman White commented that once the condition of the course improved he envisaged that the numbers of pay and play customers would increase.

Councillor Cochrane referred to the salaries & wages figures and the Director commented that 2 members of staff were on long-term sick, but she reiterated that the Council's attendance policy was being followed.

Alderman White asked if the marketing initiatives had been completed. The Director responded that the signage for the course was underway and although the pay and play business had improved, the income levels for the restaurant were still disappointing.

RESOLVED:- That, the Director of Leisure Services would table a full report at the August Golf Club Board meeting.

REPORT FROM THE GOLF CLUB SECRETARY/MANAGER

GCB/2008/207 : LADIES SECTION

RESOLVED:- That, the Golf Club Board authorise that the Ladies Captain receive 10 complimentary golf vouchers for Lady Captain's Day to encourage individuals to re-join/join.

GCB/2008/208 : JUNIOR GOLF SCHOOL

Retrospective approval was sought to reduce the cost of the junior golf school from £200 to £150 for 2 members of the same family and the Junior members rate from £100 to £50.

The Golf Club Secretary/Manager reported that the Golf Club Council had agreed to contribute £20 of the Junior Members rate, which would mean that they were only required to pay £30 towards the Junior Golf School. However, despite all junior members being notified, there had been no take-up of this offer.

RESOLVED:- That, the Golf Club Board grant retrospective approval for the Family and Junior Member packages for the junior golf school.

GCB/2008/209 : NIE

Members were informed that, following notification from NIE, on 3rd July 2008 there was a power cut from 9.00 a.m. – 1.00 pm and the restaurant had been

closed, although the reception area remained open with manual receipts being administered.

Noted.

GCB/2008/210 : BUGGY & TROLLEY HIRE

The Golf Club Secretary/Manager reported that the golf carts had now been collected and the final invoice of £352.00 had been processed.

Furthermore, 16 golf trolleys had now been purchased for the Club.

Noted.

GCB/2008/211 : UPDATE ON MEMBERSHIP NUMBERS

At the end of June 2008, the total membership number stood at 255.

Noted.

GCB/2008/212 : GOLF PROFESSIONAL LESSONS & NUMBERS OF STAFF USING THE COURSE

The Golf Club Secretary/Manager informed Members that 3 members and 3 non-members took golf lessons and she referred to her report in relation to the numbers of staff using the golf course.

Noted.

GCB/2008/213 : RECORD OF ALARM CALL-OUTS

Members were informed that there was one call-out for June 2008.

Noted.

GCB/2008/214 : COMMENT CARDS

Members were advised that there were no comments received for June.

RESOLVED:- That, the Director of Leisure Services be instructed to obtain the key for the Comments Cards box from the previous Chairman of the Golf Club Board.

REPORT FROM THE TECHNICAL MANAGER

GCB/2008/215 : BUDGET 0224/02600 – BUILDINGS R&M WAGES

Members referred to the content of the Officer's report in which he had requested that £1500 which existed in budget 0224/02600 – Buildings R&M wages be moved to 0224/06900 – Tools, in order that the necessary tools and ladders required for carrying out maintenance activities at the Golf Club building could be purchased.

The Director of Leisure Services advised that this equipment would be secured and added to the inventory list, which would be audited each year.

RESOLVED:- That, the Golf Club Board grant approval for £1500 to be moved from the 0224/02600 budget to 0224/06900 for the purchase of necessary tools and equipment for the Golf Club.

ANY OTHER BUSINESS

GCB/2008/216 : CONGRATULATIONS

Alderman White complimented the grounds staff on the appearance of the flowerbeds and following his request, it was

RESOLVED:- that, Officers pass on the congratulations of the Golf Club Board Members to the grounds staff for the excellent appearance of the flowerbeds at the Golf Club.

As there was no further business, the meeting concluded at 11.20 a.m.

CHAIRMAN

CHIEF EXECUTIVE

