

CASTLEREAGH BOROUGH COUNCIL

Minutes of the special Castlereagh Hills Golf Club Board meeting held, in committee, in the Function Suite, Civic & Administrative Buildings, on Tuesday, 25 November 2008, at 6.00 p.m.

PRESENT:- Alderman J White
Councillor Mrs M Chambers
Councillor Mrs J Cochrane
Councillor D Drysdale (Chairman)
Councillor T Jeffers
Councillor J Spratt

IN ATTENDANCE:- Acting Director of Leisure, General Manager Leisure & Marketing, Business Manager, Golf Club Secretary/Manager and Members' Services Officer

APOLOGIES:- Apologies were recorded on behalf of Councillors Mrs Beattie, Hanvey, Henderson and Robinson

GCB/2008/328 : CATERING FACILITIES AT CASTLEREAGH HILLS GOLF CLUB AND CLUB DEVELOPMENT

RESOLVED: That consideration of catering facilities at Castlereagh Hills Golf Club and Club development be deferred until consideration of items under 'Any Other Business' had taken place.

ANY OTHER BUSINESS

GCB/2008/329 : CHRISTMAS DECORATIONS

The Golf Club Secretary/Manager sought approval for the purchase of additional Christmas decorations in the Golf Club at a cost of approximately £500.

Following some discussion, it was

RESOLVED: That approval be granted to dispense with the balcony Christmas decorations, a saving of approximately £500.

GCB/2008/330 : REQUEST FOR HONORARY LIFE MEMBERSHIP

Councillor Drysdale referred to previous consideration regarding a request from Mr Ronnie Weir, who had been president and an active member for a long time in Gilnahirk Golf Club, for honorary life membership to Castlereagh Hills Golf Club.

During the ensuing discussion, Members raised concerns that the request did not meet the Golf Club's criteria, and it was

RESOLVED: That the request for honorary life membership to Castlereagh Hills Golf Club from Mr Ronnie Weir be declined as, regrettably, it did not meet the Club's criteria.

GCB/2008/331 : FREEZE OF MEMBERSHIP FEES

The Golf Club Secretary/Manager reported that a request had been received from a Club member to freeze his annual membership fees, as he had broken a leg during a recent fall while playing golf and would, therefore, be unable to use the golf course for some considerable time.

Members felt that this request was highly unusual and not common practice in clubs that charged fees on an annual basis. However, Members agreed that Officers should contact other golf clubs in the area to ascertain how they dealt with requests of this kind.

RESOLVED: That Officers ascertain how other golf clubs in the area dealt with requests to freeze annual membership fees in unusual circumstances and report back to the Board at the next meeting.

REPORT FROM THE DIRECTOR OF LEISURE SERVICES

GCB/2008/332 : OUTSIDE CATERER PROPOSAL

The Acting Director of Leisure referred to previous discussion regarding a proposal received from an outside caterer wishing to provide catering facilities for events at the Golf Club in the interim until more permanent arrangements had been put in place.

The Golf Club Secretary/Manager then went through her report and outlined details of the proposal. The Council's insurers had confirmed that the following documentation needed to be produced:

- Employee Liability Insurance (£10m)
- Public Liability Insurance (£2m cover)
- Cover of Insurance for all entertainment booked
- Evidence that risk assessments have been conducted by the client

- Confirmation that all environmental health regulations were adhered to

The Golf Club Secretary/Manager confirmed that TUPE regulations would not be breached if the restaurant were used for occasional special events and not a fully operational restaurant.

The Golf Club Secretary/Manager then outlined details of two proposals/packages for Members' consideration.

First Proposal

- Client to run events and receive total revenue from food and bar sales
- Castlereagh Hills Golf Club charge for hire of restaurant and hire of kitchen facilities

Points for consideration:

- Restaurant licence – Tughans Solicitors have confirmed that the licence is transferable
- Comparison of hire charges
- Additional cost/availability of Castlereagh Hills Golf Club caretaker, outside current opening hours
- Removal of utensils, crockery and all cutlery – inventory completed at hand-over
- Service of equipment before signing over
- Castlereagh Hills Golf Club alcohol stock removed/secured
- Use of Existing POS till
- Contract for hire/responsibility to be drafted as part of final agreement
- Removal of swing studio/putting studio relocated to Conference Room

Restaurant Licence – client to run events and receive total revenue from food and bar sales:

- Client will transfer their restaurant licence to Castlereagh Hills Golf Club premises for the event, with times stipulated
- Application through the Courts, with certificate awarded for confirmation
- Limited ability to cope with short-notice events, eg funerals

Second proposal

- Client to take bookings, run events and receive revenue from food only
- Castlereagh Hills Golf Club charge for hire of restaurant and hire of kitchen facilities
- Castlereagh Hills Golf Club run the bar and retain all profits

Points for consideration:

- Potential risk of breach of licence
- Comparison of hire charges
- Additional cost/availability of Castlereagh Hills Golf Club caretaker, outside current opening hours
- Removal of utensils, crockery and all cutlery – inventory completed at hand-over
- Service of equipment before signing over
- Purchase of alcohol estimated to order
- Staffing issues – due to redundancy situation, only a small pool of staff available
- Contract for hire/responsibility to be drafted as part of final agreement
- Removal of swing studio/putting studio relocated to Conference Room

Restaurant Licence – client to take bookings, run the events and provide catering, while Castlereagh Hills Golf Club run the bar:

- In adherence with the licence, alcohol should not be sold separately from receipts – possibly licensing concerns
- In adherence with the law, all alcohol rung through the till must have purchase of food on receipt – possibly licensing concerns

Recommended hire charges

- Hire of restaurant - £27.50 per hour
- Hire of restaurant - £300.00 per day
- Hire of kitchen - £15.00 per hour
- Hire of kitchen - £100.00 per day
- Hire of Conference Room - £15.00 per hour

During the ensuing discussion, Members raised concerns that complications might arise if the premises were used by outside companies, for example, the sale of alcohol or the use of the Golf Club's kitchen facilities. Councillor Spratt also stated that he would prefer to consider the longer-term plans for the development of the Golf Club, and he also felt that the focus should remain on the alterations that were needed to the Members' Room, so that these would be completed and the drinks licence operational by 1 April 2009.

Following some further discussion, it was

RESOLVED:

- (a) That approval be declined for the Castlereagh Hills Golf Club restaurant to be used by outside caterers to provide food for private

events they had sourced and that the premises not be hired out for external private events until further notice.

- (b) That approval be granted that, where necessary, outside caterers would be competitively sourced for Club and Council events that could not be catered for by Council staff.

ANY OTHER BUSINESS

GCB/2008/333 : CHRISTMAS DINNER

The Acting Director of Leisure stated that the Club members' dinner had been booked to take place at the Golf Club on Saturday, 20 December 2008. She sought Members' approval to obtain quotations and book an outside caterer if Corporate Catering were unable to provide food for this event.

Councillor Chambers felt that the Club had an obligation to its members to provide Christmas festivities, and she proposed that an outside caterer should be booked to provide food should Corporate Catering not be free on 20 December. Alderman White seconded the proposal, and it was

RESOLVED:

- (a) That quotations be sought from outside caterers to provide food for the Golf Club members on 20 December 2008.
- (b) That an outside caterer be booked should Corporate Catering be unable to provide food on 20 December 2008.

GCB/2008/334 : DRINKS LICENCE

Councillor Spratt raised concerns regarding the cost associated with the procurement of a full drinks licence. He requested that Officers contact several solicitors to obtain quotations regarding likely costs and report back at the next Board meeting.

RESOLVED: That Officers obtain quotations regarding likely costs from several solicitors in respect of the procurement of a full drinks licence for Castlereagh Hills Golf Club restaurant.

GCB/2008/335 : CONFERENCE ROOM

Councillor Cochrane enquired whether the Conference Room would still be available for hire for funerals etc, with either Corporate Catering providing the food or booking an outside caterer if Corporate Catering were unable to do so. Councillor Cochrane further asked whether this arrangement could be extended

to the restaurant if there were two bookings at the same time, with the exception of weddings.

Following some discussion, it was

RESOLVED:

- (a) That approval be granted to hire out the Golf Club Conference Room when requested, with either Corporate Catering providing the food or an outside caterer if Corporate Catering are unable to do so.
- (b) That approval be granted to hire out the restaurant should two bookings be made for the same time, with the exception of weddings, with either Corporate Catering providing the food or an outside caterer should Corporate Catering be unable to do so.

GCB/2008/336 : DATE OF NEXT MEETING

RESOLVED: That the next meeting of the Golf Club Board take place in January 2009.

As there was no further business, the meeting concluded at 7.25 p.m.

CHAIRMAN

MAYOR