

**MINUTES OF THE ANNUAL EXECUTIVE MEETING OF THE EXECUTIVE COMMITTEE
FOR THE COTSWOLD AND DISTRICT LADIES GOLF ALLIANCE
Held at Lilley Brook GC at 10.30am
on Monday 9th October 2023**

Executive Council Present: June Grady, Chairman; Karen Stokes, Secretary; Tracey Millington, League Manager; Sue Trewin, Treasurer.

Executive Representatives: Lesley Kirk, Brickhampton Court; Lin Andrews (standing in for Vicky Watkins), Broadway; Jane Muncer, Cirencester; Mary Griffiths, Cotswold Edge; Fiona Smith, Cotswold Edge; Caroline Sanders, Lilley Brook; Sharon Morgan, Minchinhampton; Carole Greenup, Puckrup Hall; Katie Stooke, Ross-on-Wye; Dotty Chilton (standing in for Gwen Knight) Stinchcombe Hill; Susan Morris (standing in for Sara Viall), Tewksbury Park.

- 1) **The Chairman convened the meeting at 10.30am** and thanked Lilley Brook GC for providing the venue and supplying the coffee and biscuits.
- 2) **Apologies for absence:** Ros Fenny, HCL Manager; Vicky Watkins, Broadway GC; Gwen Knight, Stinchcombe Hill GC; Sara Viall, Tewksbury Park GC.
- 3) **Minutes of Interim Meeting on 6th February 2023:** The minutes were circulated and taken as correct – Proposer Jane Muncer; Seconder Katie Stooke.

4) **Matters arising from Interim Meeting:**

a) Feedback and discussion on playing format for league:

Tracey sent out questionnaires to club reps during the season for feedback with regard to the trial format. The information was collated into a feedback document dated 1st October, with Information received after that date being incorporated into the document. Tracey took the essence and common themes of what was said and grouped them together. The consensus was to continue with the 4BBB format however there were some alternatives that were suggested and discussed i.e. greensomes and foursomes, a combination of singles and pairs (e.g. 3 singles + 2 pairs) and singles for div 1 & 2 with 4BBB for div 3-5. There were pros and cons for most options and a detailed discussion took place prior to voting.

b) Vote on playing format for 2024 season: (only clubs participating in the Scratch League are eligible to vote)

Items voted on - there were a maximum 10 eligible votes but not everyone voted in each case:

- i) seven singles in all divisions – 1 For (outcome to not revert to singles across all divisions)
- ii) singles div 1, 4BBB the rest – 1 For (outcome to not introduce this format)
- iii) 4BBB format in all division on a trial basis for one more year – 8 For

The outcome was to trial 4BBB format for a further year

To incorporate the desire to still play singles matches, a suggestion by Tracey was to introduce a singles knock out competition between clubs as well as the main league. All comments were received and discussed and overall the idea was welcomed. It was agreed that Tracey would write up a competition structure and suggested playing rules based on a

team of 5 and circulate an invitation with a date for reps to enter by. Out of those clubs that entered the playing draw can take place at the February Interim meeting to trial the format during the 2024 season. The winners would be announced at the 2024 AGM.

Action point for Tracey Millington: item to be added to the Interim Agenda under minutes arising.

Another suggestion was increasing the number in a team from 6 to 8 (3 to 4 pairs). Points raised and discussed were the increase time taken to play; clubs may not be able to field 8; and, the option to have a variation of different number of pairs in a different division.

Items voted on:

iv) to increase teams in all divisions from 6 to 8 players (3 to 4 pairs) – 4 For and 5 Against

v) division 1 & 2 to 8 players (4 pairs), division s 3-5 6 players (3 teams) – 2 For and 4 Against

The outcome for the 4BBB trial is to remain with teams of 6 players (3 pairs)

The next issue to discuss was the playing order of the team. As it is a team competition it was raised whether the captains could select the pairings rather than going out in handicap order. Tracey stressed that this does not impact on the current nominated player policy of picking the lowest players available for each team. It was felt that giving the captain the choice of the pairings and the order of play of those pairings it would add an element of interest and strategy to the game and also add a significant difference to the previous trial season for running the trial for a further year.

Items voted on:

vi) in favour of allowing the captains to select the pairings and the order of pairings on a trial basis within the same constraints of selecting the players from the nominated list – 10 For

The outcome is the captain's can choose their pairings and order of play on the day.

Another suggestion was to change the way the nominated player list is managed, as it appears the constant changes are quite onerous to manage. A suggestion is to set the list at the beginning of the season and then perhaps monthly thereafter. It was acknowledged that since the adoption of the World Handicap System everyone is seeing a lot of handicap changes. A discussion ensued and it was reminded that we had a four-day cut off rule to negate any changes over the weekends.

Items voted on:

vii) the proposal is to change the updating of the nominated player list so that it is done periodically i.e. monthly rather than doing it as you need to before each match – 1 For

The outcome was to continue with the nominated player policy that is currently in place.

Another suggestion was to have a policy where a player (e.g. a 3rd team player) after playing in a higher team (e.g. the 2nd team) at least two times cannot fall back to their current team (e.g. 3rd team). After an in-depth discussion it was felt that it was a club decision how they selected their players and therefore it was not necessary to vote on this particular point.

The final point to address was around playing ready golf rather than match play. It was raised in order to respond to the pace of play however it was noted that the match play element would be lost. The question was asked whether the league moves to ready golf in preference to match play? It was also highlighted that there is the discretion of the players within a match to allow a player to play out of turn in a particular instance. After a discussion it was

felt that moving away from match play rules wasn't necessary to speed up pace of play and it was suggested by Tracey that in the February meeting together we come up with 4 or 5 things that players can do to try and maintain pace of play within the spirit and rules of match play. These informal suggestions, including playing out or not the full 18 holes after the match is completed, could then be taken back to the captains who can agree the pace of play measurers to be adopted at the start of each match.

Action point: item to be added to the Interim Agenda as a matter arising.

Tracey concluded this section by confirming she would update the 4BBB trial rules and they would be ready for circulation prior to the February meeting.

Action point for Tracey: item to be added to the Interim Agenda as a matter arising

The secretary recapped 'we are continuing with the 4BBB trial with the captain's pick as a variation'.

c) Handicap League virtual meeting and fixtures re-set

Tracey informed the meeting of a separate virtual meeting was held on 22nd September that a number of handicap league captains attended. The first item raised was a preference that had been expressed to exchange pairing information before a fixture as it was felt it was easier for the captains from an administration point of view of working out the number of shots. Ros offered to be the conduit for this so that the home club doesn't get the advantage of seeing pairings and Ros would allocate the pairings accordingly.

Items to be voted on: (only those clubs with a team in the Handicap League are eligible to vote)

viii) a change in principle to clause 7.7 (1) of the constitution, whereby pairing information before a fixture (just the handicap league) would be exchanged between the captains (a minimum of 24 hours beforehand). In the event of withdrawals or handicap changes, there will always be a check on the day to ensure the information is accurate – 6 For and 1 Against

The outcome was agreed that the pairings information could be exchanged prior to the match

It was further discussed as to whether there needed to be involvement of third party for the independent receiving of the pairings prior to the match (i.e. Ros) and it was felt that this issue goes back to the spirit of trust between clubs and therefore the vote for this variation was not necessary.

The second item raised at the virtual meeting was the suggestion that teams play home and away and after a discussion the captains that attended that meeting felt it wasn't practical.

Bringing that second issue to this executives meeting for consideration to put to the vote, Tracey went on to inform us that she is anticipating 9 teams in the handicap league next year which would mean 16 fixtures per club if we were to introduce home and away matches or we would have to split the league and introduce divisions. So the proposal from that meeting was to continue on the current basis of one fixture per club in the season, alternating annually home and way. The following was discussed: whether clubs could get enough fixture capacity to play home and away for 16 fixtures; splitting into two divisions playing home and away within each division: play-offs between the winners of each division to have an overall

winner; how would the divisions be split/initially set up; would you have a promotion from one to the other. Tracey put forward two suggestions if the idea of two divisions was favourable in order to play home and away matches. Either the classic way of promotion/relegation or the alternative is you can play two pools and the pool be recalibrated each season to provide variety.

Items to be voted on:

ix) maintaining the current structure of playing each club once during the season, home or away – 7 For and 1 would like a change to two divisions.

Outcome is to continue the current structure.

The third issue effected both leagues and that was the standardisation of the eligibility criteria. There is a variation at the moment to do with the number of rounds that need to be played and the suggestion is that we make that consistent across both leagues. Currently the eligibility for the handicap league is 6 acceptable scores over 18 holes on a rolling 12 month basis made up of either general play or competition qualifying. The scratch league is 3 competition qualifying. A discussion followed and it was felt that the handicap league eligibility should be more to ensure handicaps are relevant. The suggestion of fixing at least 3 of the 6 to be competition qualifiers was also discussed and the need to give all players 12 months notice of the changes.

Items to be voted on:

x) to change the current eligibility for handicap league players only so that of the current 6 acceptable scores needed, 3 must be competition qualifiers. Also that this rule will not come into play until 2025 season – 8 For

Outcome – from 2025 season the eligibility for ladies to play in the handicap league is 6 acceptable scores of which 3 must be competition qualifiers over a rolling 12 month period.

The item regarding the re-set of the handicap league fixtures came about because of the disproportionate number of consecutive home or away matches at the start of the season. This was answered by Ros as follows via email to all Executive Reps:

*All matches are arranged by the individual clubs in accordance with clause 7.1.6 of the constitution:
Clubs will arrange their own Fixtures with no set day to play. The home team offers a minimum of three dates to the opposing Captain.*

Some clubs were also out of balance with the number of home and away fixtures. This could have been as a result of the withdrawal from the league of Naunton Down after the fixtures had been set. Ros has prepared and sent out to all clubs a schedule showing the handicap league fixtures for 2024. If anyone still has any issues then Tracey asked that reps contact Ros directly asap.

The topic of a pro-forma for scratch match dates was raised, this will be covered in the League Manager report at 6) below under Season 2024 – Scratch League/Fixtures

There was one item that was raised at the 2022 AGM with regard to how the 36 handicap limit was calculated in the handicap league as it was felt that it now excluded ladies that would otherwise have played. Tracey confirmed that at the handicap league captains meeting held in February 2023 that this item was discussed at length and clearly explained and the issue was concluded that the limit would remain at 36.

d) Review of Constitution:

A particular issue was raised with regard to 6.7.1. of the revised constitution due to a request to change a couple of penalties at the meeting in February. We had a look at them and when we made the updates to the constitution we noted that we felt they were moving away from the essence of what was being suggested. As these points are used in the 4BBB rules also and due to limited time remaining at this meeting we will go back over these points in the meeting in February 2024. Tracey will circulate full details of the item and how it translates and put some suggested notes as to what it could change to.

Action for Tracey: add this point to Interim Meeting Agenda under matters arising.

The subject was raised as to how the points would be allocated in the instance where a club didn't or couldn't field a team and therefore conceded the match (walkover). Tracey said she would look at this in light of the trial 4BBB format and how it would translate from the singles format where the constitution states that the winning team would get 7 points (half the allocated points for the match) so as not to skew the results for the other teams in the division.

Action for Tracey: this point to be added to the Interim Meeting Agenda under matters arising.

NB: Since the meeting the above item was checked against the 4BBB rules and it was confirmed that the incorrect points awarded for the conceded match had an impact on the divisional standings. See point 9 below.

5) Secretary's Report (Karen Stokes):

I will start with a thank you to Lilley Brook for hosting today's meeting, the refreshments are gratefully received and follow that by giving a very special thank you to Tracey for her commitment not only to all the rules and structure she has put together around this trial period but for everything she has done in reviewing the constitution and in making the tracking of the changes straightforward and exceedingly helpful. I have read through all the minutes since 2011 and every time the constitution has been looked at it has been by a group of 4 or 5 members. And apart from the initial meetings where the three of us came together the rest of the work you have done single handedly. I want that to be acknowledged in the minutes.

There has been a couple of matches that were postponed and as far as I am aware were smoothly rearranged and one fixture unfortunately not fulfilled due to lack of available players.

Several issues were raised during the year (and covered in discussions):

- £50 for the refreshments of inter-league match – Aqua Bowl Trophy (see below)
- A query from Minchinhampton – re parents accompanying their young player (this is covered by the constitution and safeguarding issues)
- A query from Cotswold Hills – re the number of qualifiers for scratch league (covered at point c) above)
- Concerns re-slow play for 4BBB round (covered at point b) above)

As per the rota for Alliance Committee responsibilities, Minchinhampton will be handing over the role of **secretary to Cotswold Edge** at the AGM at the end of the month. Due to

their reduced numbers the role of secretary will be taken on jointly by Jane Barret and Catherine Beale. Jane will attend the meeting and take the minutes and Catherine will write them up and circulate them. They intend to set up a separate email address that you will use to contact the league secretary and all communication from the secretary will come from that email address too. I will leave Jane to introduce herself at the February meeting and she will explain how they will intend to manage the role to ensure it runs smoothly.

As I am preparing to bring all the records up to date to hand over there are several points I want to raise:

- It has been noted that the minutes of the Executive and AGM meetings are not on the website. This will be addressed as soon as possible.

Action point for secretary/website manager: add to Interim Meeting Agenda under matters arising.

- An outstanding item was also noted from 2020 that it would be good to have a **welcoming letter for new clubs** and it was referred to this secretary term to address this. As we have not had any new clubs join the league I suggest that the writing of a welcoming letter is put on hold until the time a new club joins the CDLGA. I will add this to the list of duties of the Secretary.

Action for Karen: this action has been fulfilled and does not need adding to Interim Meeting Agenda

- Two final points I want to raise, mainly for the benefit of newer representatives, I have noted from the minutes of the past 12 years is that the Interim Meeting that we hold in February was initiated in 2016. This is because it was found there was a need. There has also been a need since then with various issues arising. However, it is just to say that if one year everything is in place by the time we have this meeting in October there is no reason why the Interim Meeting needs to go ahead. Also there was a bi-annual charge of £5 per club to cover the costs of extraneous IT costs. The last time this was collected was in 2016 and hasn't been charged since only because there was enough buffer in the accounts. Something to consider if the need arises.

AGM – 30th October 2023 @ Brickhampton GC 10:30 am – refreshments will be available to purchase

I will be sending out the **Agenda and the draft minutes for the AGM 2022** today so please can you post them up for your Alliance ladies to view and report any amendments to me by Wednesday 25th October. They can then be agreed at the AGM on 30th October.

All the **trophy winners for 2022** please can you ensure you return the trophies at the AGM engraved ready for presenting to the 2023 winners.

Please remember to send in your contact updates. During my term the contact list has been updated on a rolling basis which seems to have worked well. I will recommend this to the new secretary.

The committee **rota** has been updated to take into account the removal of Naunton Downs from scratch and handicap league and forms part of the Constitution at appendix 2.

On a final note: Thank you to Cirencester for representing CDLGA and playing for the Aqua Bowl against Burnham and Berrow in April at B&B. The score was 5-2 to B&B. Therefore, the Aqua Bowl passed to Bristol District Ladies Golf Alliance to hold for 2023.

6) League Manager's Report (Tracey Millington)

This is my second of 9 reports...

Away day: The annual Away Day took place at Hollywood Golf Club on 20th April 2023 at a cost of £37 per person, which provided pre-round bacon roll and drink before 18 holes of golf. We had 23 ladies taking part on a course that was new to everyone on a lovely sunny day. Thank you to everyone who came along and for staying for a drink and the prize giving – there was a lovely buzz and feeling in the room after our round. We had a Stableford Competition with a Team and Individual Prizes and a nearest the pin – my thanks to June for presenting the prizes. My research for the 2024 Away Day is underway – if you have any recommendations, please drop me a line. I would like to note that, like most things, the cost of Society Days is increasing.

Aqua Bowl: Cirencester travelled to take on Burnham & Berrow on Sunday 16 April in singles match-play. Burnham had an extremely strong team with an average playing handicap of 3. Their first player had a plus 5 handicap and last one had a 7 handicap. Given the strength of the Burnham & Berrow team, it was a tremendous effort by Cirencester to hold the result to a 5-2 loss and we thank you for your team's effort on the day.

Scratch league:

We had 92 Fixtures this season and all are concluded. I'm aware that 1 was forfeited and there were about a handful or so that were rearranged (mostly due to the weather). That's a terrific result so thank you to all those responsible for arranging the Fixtures, securing the Tee-Times and to your Captains.

The WhatsApp Groups were well used to post results – thank you to your Captains. At our Interim meeting in February 2024, I'll provide a reminder of the Match and League Points system (the WhatsApp images and comments use a variety) and the responsibilities of all Captains to post results so that you can relay this back to your Captains, particularly those who are new to their post.

It has been a quiet season in terms of queries, with just a couple received:

- A club had two league matches on a day and due to the availability of A Team players the top nominated player of the B Team would have to play in the A Team. However, that individual was not available (due to work) at the time of the A Team match but could make it for the B Team match. It was determined that the HC order had to be maintained on the day of the fixtures meaning the individual was unavailable for selection for the B Team.
- A club failed to secure the agreed tee-time and it was agreed between the clubs that an alternative date would be found. That was providing difficult despite several dates being offered by the club that created the error. I advised that if the clubs could not agree a date, then each would receive 2 Match Points and 1 League Point. A revised date was subsequently agreed.

Handicap league:

We had 28 matches this season and all are concluded. Only a handful of matches were rearranged due to adverse weather conditions.

One team travelled to a match which was called off shortly after arrival due to the course becoming unplayable (covered by Clause 5.8 of the Constitution). It is imperative that 'match day' contact details are exchanged prior to the day of the match to ensure timely communications can take place especially when both team captains are not playing in the fixture.

In addition to the league table being posted on the CDLGA website, a monthly summary of outstanding fixtures/results to date has been sent to all team captains via email.

Two meetings were arranged for team captains. A face-to-face meeting took place at Puckrup Hall GC on 26th January and a virtual meeting on 22nd September.

Feedback has been collated throughout the season to inform discussions on league format, match day arrangements, match refreshments and arranging fixtures.

Overall, it a very enjoyable season.

2024 season – Scratch league

Club Changes: Prior to this meeting, we have been notified of the following changes:

- Cotswold Edge will drop their B Team from Division 4 (leaving them with 1 team in each of the Scratch League and Handicap League)
- Minchinhampton will drop their 4th Team from Division 5. *NB in light of the previous discussion and votes Minchinhampton will maintain their 4th team in the league.*
- Broadway wish to move their 3rd Team from Division 5 back to the Handicap League

I appreciate that some Clubs may have been waiting for the Format to be decided before finalizing the number of teams they will have next season and/or which League they will participate in. Considering this, you have until 11:59pm on Friday 13th October 2023 to notify me of any changes.

Fixtures: As the information came through in many different formats, taking time to consolidate, I will send you a template to complete in Excel and Word. Excel is the preferred format if you can use that please. If you have any issues with the request, please drop me an email.

Please send your fixture details to me and Lena by Friday 22nd December 2023 at the latest.

2024 season – Handicap league

Club Changes: Prior to this meeting, we have been notified of the following changes:

Broadway wish to move their 3rd Team from Division 5 back to the Handicap League (Vicky, when convenient could you confirm the details of your Handicap League Captain to Ros please).

Fixtures: Can you please send your fixture details to Ros (copying in Tracey and Lena) by the Friday 22nd December 2023 at the latest. Please ensure that all Team Captains (especially those new to post) are aware of the General Playing clauses in the constitution (Section 5) and those applicable solely to the Handicap League (Section 7).

The information package sent to all team Captains prior to the start of the 2023 season will be updated and re-issued for 2024. Team captains are requested to send a link to their current course Handicap table to Ros by Friday 22nd December 2023 at the latest. We are aware that England Golf may be introducing changes from 1st April 2024 that may affect Course Handicaps so please be prepared to provide Ros with an update so that up-to-date information is available to all Captains.

Thank you: I'd like to finish with my thanks to Ros for her work with the Handicap League and to Lena for the administration of the Website.

7) Treasurer's Report (Sue Trewin):

It's been an interesting year for my first year starting with lots of communication around the Aqua Bowl. It wasn't clear when or by whom and for what it was agreed that CDLGA would pay £50 contribution. In my notes it says we contribute to our home team so I wasn't expecting it when I had a request from Burnham and Berrow for £50. Anyway, it was agreed with them that we didn't contribute this year. We don't have enough money in the fund to pay it every year unless we get more income. We had £170 for 2023 from teams but that will drop to £155 without Naunton Downs two teams and Cotswold Edge withdrawing their second team. We are just breaking even and we have nothing to fall back on in the year. We have money in the bank of around £300, however, I think we need to increase the team fees. At this point the group discussed the funding of the Aqua Bowl £50 contribution and what increase to team fees would be appropriate. It was felt that due to time constraints with the room the Aqua Bowl discussion would be left until Interim Meeting to be discussed.

Action point: The Aqua Bowl contribution to be added to the Interim Meeting agenda under matters arising

The outcome of the team fees discussion was to increase by £1 per team the fees for the 2024 season with another increase of £1 per team in 2025 if it was felt necessary.

Action point: All clubs to pay their fees by 30th October 2023.

THE COTSWOLD AND DISTRICT GOLF ALLIANCE

YEAR ENDED 30TH SEPTEMBER 2023

INCOME AND EXPENDITURE

	Chq No	£	£
Opening bank and cash balance as at 1/10/22			337.85
Subscriptions - 34 teams at £5			170.00
			507.85
Expenses:			
Cirencester Trophy Engraving	26	25.00	
Softdata Domain	27/28	72.00	
2022 AGM refreshments after donations			
		70.00	
Total Expenses			<u>(167.00)</u>
Bank Balance as of 1st October 2023			£340.85
Cheques Presented after 1 st October 2023:			
Softdata Domain	29	19 18	
Tewkesbury Trophies	30	68.94	

- 8) Applications to join and resignations from the Alliance:** There were no applications from new clubs. In 2023 there were 24 teams and in 2024 there will be 22 teams. So the suggestion on the league structure is to have 6 teams in divisions 1 and 2 and 5 teams in divisions 3 and 4. The split will be:

Division 1: Minchinhampton 1, Cotswold Hills 1, Cirencester 1, Broadway 1, Minchinhampton 2, Cotswold Edge 1

Division 2: Ross on Wye 1, Brickhampton Court 1, Tewksbury 1, Cotswold Hills 2, Stinchcombe, Cirencester 2

Division 3: Broadway 2, Ross on Wye 2, Minchinhampton 3, Lilley Brook, Brickhampton Court 2

Division 4: Cirencester 3, Minchinhampton 4, Cotswold Hills 3, Tewksbury 2, Brickhampton Court 3

Tracey confirmed that all clubs were sent electronically a pack with the results from this season. Tracey also circulated around the room the Handicap League schedule in home and away format and agreed to circulate it electronically too. All questions re the Handicap League to be directed to Ros (Handicap League Manager).

9) Alliance Results 2023:

DIV 1: winners Minchinhampton 1

DIV 2: winners Cotswold Edge 1

DIV 3: winners Stinchcombe (originally announced as Cotswold Hills 2 - see note below)

DIV 4: winners Minchinhampton 3

DIV 5: winners Minchinhampton 4

HCPL: winners Cotswold Edge

***NB:** post the meeting the action arising from looking at whether the Fixture that had not been fulfilled was treated in accordance with the 4BBB rules was completed and meant that the result for Division 3 changed with Stinchcombe winning rather than Cotswold Hills 2 as had been reported in the meeting. There was no change to the Scratch League divisions as a consequence of this post meeting update.*

10) Any other business: There were no items that needed to be addressed.

11) Dates of future meetings:

Interim Meeting:	Monday 5th February 2024, Lilley Brook confirmed 10:00 am start
Executive Meeting:	Monday 7 th October 2024, time and place to be confirmed
AGM	Monday 28 th October 2024, time and place to be confirmed

12) Collection of subscriptions for 2023: It was agreed that Subscriptions of £6 per team would be payable by 30th October 2022. Sue to forward bacs payment details to reps.

The meeting closed at 12:40 pm with June thanking everyone for coming.