

## SUMMARY OF ACTION POINTS FROM HLG BOARD MEETING – 12<sup>TH</sup> NOVEMBER 2021

Item	Subject	Action
1	<b>Risk Register</b> – Risk owners are responsible for updating their respective risks and regularly reviewing and reporting at HLG Board meetings. The main area of risk is a lack of volunteers to support our administrative affairs, website updates and J&I events. We have yet to find a new County Administrator. Agreed to canvas support through Delegates.	All HLG Board Directors
2	<b>County Champions Armada Dishes</b> - it was agreed to retrospectively present armada dishes to those previous county champions who had mistakenly not received one at the 2022 County Championships at Alresford GC.	County Captain Competitions Director
3	<b>Referees</b> – Competitions Director is to follow-up the list of qualified referees within the county for succession planning and audit purposes.	Competitions Director
4	<b>Knock-Out Secretary</b> – Janet Armitage (Corhampton GC) has been appointed and will commence in January 2022.	Knock-Out Comps Secretary
5	<b>Junior County Match Week 2023</b> – Hampshire will host JCMW in 2023. A sub-committee will be formed to oversee the arrangements for this event.	J&I Golf Director
6	<b>County Match Week 2024</b> – Hampshire will host this event in 2024. A venue needs to be identified early.	Competitions Director / Vice-Captain
7	<b>Club Delegates Meeting</b> – the next Club Delegates Meeting will be held in March/April 2022 at Hockley GC. Date tbc. The findings of the Club Delegates workshop on 4 <sup>th</sup> Oct 21 have all been uploaded to the HLG website.	Governance Director/County Administrator
8	<b>Management Information</b> – EG is developing a County Dashboard with useful information on player demographics. HLG to invite Ben Martin (EG Regional Manager) to present more information.	Governance Director
9	<b>Juniors &amp; Intermediates</b> - the 2022 Operational Plan is being developed and will be shared more widely early next year. It was agreed that the Competitions Sub-Committee should secure venues for the main J&I competitions for 2022.	J&I Golf Director Competitions Director
10	<b>Travel Grants</b> – it was agreed to annually fund all 3 champions (County, Seniors & Juniors) to attend EG’s Finals Event at Woodhall Spa.	Finance Director
11	<b>Women in Golf Charter</b> – it was agreed that HLG should become a signatory to the R&A’s Women in Golf Charter. An initial meeting with EG to confirm next steps is to be arranged.	Governance Director

12	<b>Website Updates</b> – a training session is required so more Board/AO members are able to provide updates to HLG website.	County Administrator / J&I Golf Director
13	<b>Affiliation Fees</b> – these have already been agreed for 2022 to remain at £5 per head. HLG will propose an increase to £6 from 2023 at the AGM. The last increase was in 2013.	Finance Director
14	<b>HLG Budget 2022</b> – this needs to be completed and agreed by next Board meeting in January 2022.	Finance Director
15	<b>Shirt Stock</b> – it was agreed to retain all logoed (HLCGA) and non-logoed shirts for sale or supply to HLG teams at £10 or £24.32 respectively. All small sized shirts will be revalued at £5 each and one given to each junior girl who signs up for the academy programme next season.	Finance Director
16	<b>HLG email addresses</b> – agreed to provide generic HLG email addresses for Competitions Assistant, Comps KO Secretary, Fixtures Secretary and Safeguarding Officer.	County Administrator
17	<b>Honoraria</b> – agreed that honoraria would only be considered in exceptional circumstances for work above and beyond the normal for the role (of HLG Board & appointed officers). Invoices for professional services or gifts will be the preferred method of reward in future. The F&G policy document will be updated in due course.	Finance Director
18	<b>2021 AGM</b> – it was agreed that the 2021 AGM should be conducted virtually (by MS Teams) on 14 <sup>th</sup> January 2022 (following the HLG Board Meeting). Past Presidents, Past Captains and Club Delegates will be invited to attend. Convening order and accompanying reports to be available 21 days before the AGM.	Governance Director/ County Administrator
19	<b>DONM</b> – the next HLG Board meeting will be held at Hockley GC on 14 <sup>th</sup> January 2022.	All HLG Board Directors