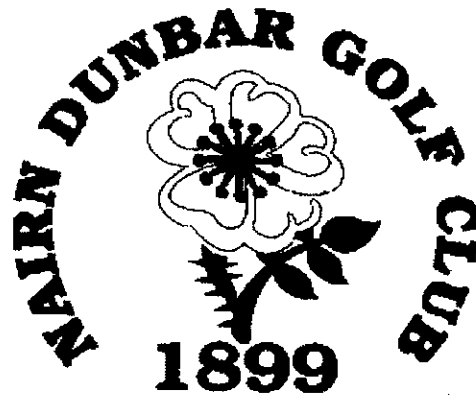


Nairn Dunbar Golf Club

Annual Report & Financial Statement

for the

Year Ended 30th September 2018



The Annual General Meeting will be held in the clubhouse,
Nairn at 7.30pm on TUESDAY 11th DECEMBER 2018

S. Park, Captain
R. Stewart, Director of Golf

NAIRN DUNBAR GOLF CLUB

Notice is hereby given that the **ANNUAL GENERAL MEETING** of the Club will be held within the **CLUBHOUSE** on **Tuesday 11th December 2018** at **7.30pm** for the undernoted business:

- 1. Minutes of ANNUAL GENERAL MEETING of Tuesday 5th December 2017**
- 2. Minutes of Special General Meeting of Wednesday 28th February 2018**
- 3. To approve and adopt the accounts for the year to 30 September 2018**
- 4. To re-elect Johnston Carmichael as accountants of the Club**
- 5. Review of the past year – Mr Sandy Park (Captain)**
- 6. Election of Office Bearers:**

Nominations for Club Officials are as follows:

President: Sandy MacRae, proposer Sandy Park seconder David Bunker

Vice President: David Mein, proposer Sandy Park seconder David Bunker

Vice President: Alistair Clunas, proposer Sandy Park seconder David Bunker

Vice President: Margaret McFeat, proposer Sandy Park seconder David Bunker

Captain: Sandy Park proposer David Bunker seconder Gerry McAloon

Vice Captain: David Bunker proposer Sandy Park seconder Ian Fraser

7. Election to the Committee of Management:

Nominations for Committee of Management:

There are 10 nominations for 9 vacancies, the 9 councillors shall be decided by ballot vote.

NAME	PROPOSER	SECONDER
George Anderson	Sandy Park	Gerry McAloon
Ronald Cameron	David Bunker	Ian Fraser
Kenny Donnelly	Sandy Park	David Copperthwaite
Tom Donnelly	David Bunker	George Anderson
Ian Fraser	Emma Borthwick	George Anderson
Stuart Henderson	David Bunker	David Copperthwaite
Gerry McAloon	Sandy Park	Emma Borthwick
Angela McOwan	Emma Borthwick	Gerry McAloon
Gordon Ralph	Sandy Park	David Bunker
Chris Reid	Sandy Park	Ian Fraser

8. Committee Motions:

1. Motion seeking approval for Bar and Catering Credit

'The Committee is authorised to introduce a bar and catering credit of £25 to be applied to all categories of membership with the exception of Honorary Members, Country Members, Junior Members (16 to under 18) and Juvenile Members (under 16)

2. Motion seeking approval to borrow £30,000

'The Committee is authorised to borrow the sum of £30,000 over a 5 year period towards the upgrading of the control panel and decoders in the irrigation system.'

8. In accordance with Clause 10 of the Constitution, the annual Members' Subscription for the year 2019 will be:

Member Category (Age as at 1 st January)	Subscription 2019	Subscription 2018
Ordinary member (over 30 as at 1st Jan)	£640.00	£605.00
Ordinary member (joined before 1/1/99 aged 65+ with 10 years uninterrupted membership)	£430.00	£395.00
Ordinary member (over 80 with 10 years continuous membership)	£430.00	£395.00
Ordinary member (24 to 29)	£455.00	£430.00
Ordinary member (21 to 23)	£300.00	£285.00
Ordinary member (18 - 20)	£250.00	£235.00
Country Member	£363.00	£343.00
Junior (16 to under 18)	£115.00	£110.00
Juvenile (under 16)	£90.00	£ 85.00
House member**	£25.00	£ 50.00
Joint House members (per couple)**	£30.00	£ 72.00
House member (partner of player)**	£5.00	£ 22.00
Locker Fee	£20.00	£ 20.00

** All House membership includes VAT **

In addition, the Scottish Golf Levy is £14.50, North District Levy is £3.20 and Personal Liability Insurance is £3.30 making £21.00 in total for Ladies and Gents.

9. Any other competent business

By order of Committee of Management

**Robbie Stewart, Director of Golf
December 2018**

CAPTAIN REPORT FROM Sandy Park

This has been a very hard year for our golf club, we were sorry Donnie Duggie felt he had to resign as our Captain early in the new year and I thank him for his contribution to this Club. David Torrance moved on after 18 years with the Club I also thanked him and Robert Kay manager also moved on to a new job. I must thank Past Captains for stepping in to take over the management Committee and we are also indebted to Jim Gibson returning to assist Kieran and David Bunker, Alan Finlay, Ian Fraser who all put in many hours with our financial affairs. Thank you too to our volunteers in the Clubhouse, on the golf course and the grounds around Clubhouse. All our staff have all responded in a very positive way. Our juniors' section is thriving and had done very well on the Golf Course and also refurbished their junior room with help of Chris Reid and friends.

The information night was a great success with the introduction of our new Director of Golf Robbie Stewart and his team Gary and Tom. David Bunker and Dave Irvine gave a very honest talk as where we are as a Golf Club. Rosie Storm has now taken over the 200 Club with great enthusiasm please support her.

This is your Golf Club and any help or suggestions would be most welcome.

DIRECTOR OF GOLF REPORT FROM Robbie Stewart

After less than 3 months in the job it's probably too early to give any more than a brief report, but I'd like to start by saying thank you to all members who have made me feel so welcome at Nairn Dunbar and have been supportive of the changes made already in the pro shop.

We have more plans for the shop over the next couple of months and are looking forward to providing an excellent facility for members and visitors ahead of the new season. Once the refitting is complete in the front shop, we hope to install an indoor putting green in the back shop so that we can provide putting lessons without having to rely on good weather. In addition, we are looking at the possibility of installing an indoor simulator in the clubhouse which would be a fantastic addition to the club's facilities.

On the marketing front we are optimistic that growing relationships with Tour Operators will result in an increase in visitor income with a 'Genuine Highland Welcome' one of our main selling points. We are also working closely with other like-minded local clubs to create more of a golfing destination, encouraging visiting golfers stay in the area for longer. We have tee time capacity to substantially increase visitor numbers without impacting on members' times and if this can be achieved future subscription increases will obviously be minimised.

Even although I have only been working at the club for a short time, I am convinced that Nairn Dunbar has the potential to become a leading golf club in the area by providing the range of services that the 21st century golfer demands and will work hard to achieve this.

I look forward to seeing you on the fairways in 2019.

FINANCE REPORT FROM David Bunker, VICE-CAPTAIN

The Club has undergone another difficult year incurring a deficit £55,589. Despite keeping a close watch on expenditure and having a pretty good result overall on the income side it is obvious that we are not generating sufficient income to meet our outgoings and you will see from the Source and Application of Funds Statement that our bank and cash reserves were depleted by £25,000.

Income from Subscriptions and Affiliation Fees was marginally below (£2,976) last year's figure, which, when set against the decline in golf memberships generally should be seen as a positive result. Competition Net Income was down by over £9,000 due mainly to the inclusion of the fee from the R&A for the Boys Championship being included in the 2017 figures. Green fee income at £112,817 showed a welcome and healthy increase, justifying our decision to increase our green fee rates last year. This could well be a record and is certainly the highest figure achieved over the past ten years. There is no obvious reason for this but a growing reputation, fine summer weather and the good work being carried out to market our Club to tour operators will have been contributory factors. Bar and Catering gross profit totalling £155,663 against £160,934 represents a good result bearing in mind general trends in food and drink sales. We are confident that we can improve our catering margins in 2019.

We continue to scrutinise carefully all areas of our expenditure and it is pleasing to note that overall expenditure on Course and Catering was almost £12,000 less than 2017. Administration expenses were up on last year, due in part to the previous professional's commission on green fees being paid out earlier than in previous years, an increase in professional and accountancy fees and bank charges. Secretarial expenses were down due to restructuring in the Office.

The Capital Account in the Balance Sheet has been reduced by £61,386 representing the deficit of £55,589 and the sum of £5,797 being the amount paid to the previous professional in respect of his share of green fee commission associated with the VAT refund to the Club.

It is self-evident that we need to address our trading situation as a matter of urgency and we are planning to achieve a surplus within the next two to three years. This is likely to represent a stiff challenge but one that the Committee believes is achievable.

Healthy membership numbers are the lifeblood of any Club and Nairn Dunbar is no exception. We all have a role to play in encouraging new members to join and ensuring that we all make as much use of the Club as possible. We are proposing some reduction to the subscriptions for House members and we are seeking your agreement to the introduction of a bar and catering credit in an effort to promote increased sales in the Clubhouse – please play your part in this.

Our thanks go to everyone in the Office and to Jim Gibson who so willingly assisted us through the past few difficult months.

JUNIOR REPORT FROM CONVENOR, Chris Reid

Nairn Dunbar juniors continued on from where they left off last year, despite the ups & downs of what was happening within the club at the time. There were great numbers coming to David Torrance's introductory to golf on Friday nights through the summer. Many thanks to all the parents who helped out, as without their support and help with the sessions may not have gone ahead. Six of these juniors have now obtained their handicap and three have gone on to play for the team in the Nairn & Moray League. The junior team had a good showing in the Moray & Nairn League and the Gordon Wilken Trophy coming runners up in both events and I am pleased to say they have been praised by other clubs for their team spirit and for how they portray their club.

There is also thought of introducing a second tier to the Nairn & Moray league for player whose handicap is 30 plus to encourage them and bleed them into the senior team going forward.

There have been several successes throughout the year which show promise for the future of Nairn Dunbar & golf in the Highlands....Key achievements and wins.

Will Nicol (Junior Captain) winning 2 Opens at Moray & Carnoustie along with North District under 15s Order of Merit.

Iona Reid (Junior Vice Captain) Winning Scottish Development final, Northern Counties ladies Championship handicap Final, ND Junior Championship & getting to the final at Scottish Golfs flagship event Xact Trophy handicap final.

Fraser Owenson winning the Russell Knox Trophy

Steven Pears Junior Championship for the 2nd time

Summer Elliot winning ND Ladies Open handicap section

Katrina Tan Winning in St Andrews

Owen Marples (14) reaching the Semi-finals of ND 5-day open handicap section.

These are just a few of the successes throughout the year and hopefully we can continue that success and growth with the new coaching team in place and there is talk of taking an introduction to golf into schools to help with the growth at grass roots level.

I would like to thank all the parents and helpers who helped throughout the year and their continued support especially PGA coach Gary Lister for all his professional guidance in the growth of the Junior section.

MATCH AND HANDICAP REPORT FROM CONVENOR, George Anderson

Congratulations to our Club Championship winners;

Scratch – William. B. Barron

Low Handicap – Shaun Innes

High Handicap – Donald Forbes

Medal Order of Merit – Lorne Miller

Disappointment of the Year – Being unable to field a team in the Moray & Nairn League due to the unavailability of players for one reason or another, therefore no Northern Counties Teams. Surely differences can be put aside and represent Nairn Dunbar Golf Club.

The Handicap League team finished 3rd in the handicap league.

Weather was a big improvement from 2017, Our Opens, 4 Day Senior, 5 Day were all BAD WEATHER free.

Entries for 2019 are filling up so do not leave it to the last minute or you may miss out.

Club competition entries were static this year but plenty of PM times as per 2017. Supplementary scores are proving popular (rules are on the notice board), but can I remind members – You must sign the supplementary score book in the Pro shop before you play. There has been an improvement with our sign in and score input this year by members, but can I remind you – even an N/R must be recorded by YOU.

As always, I would personally like to thank all volunteers (Starters, Recorders, Scorers etc.) who have helped with the running of competitions. We are always looking for help with competitions so if you can give up a bit of time – please feel free to inform the office – the more the merrier and the less often you will be required.

NEW – preferred lies have been introduced and will run until April 2019.

NEW RULES – Will be introduced 1st January 2019. Notices are around the Club House and in the New Rule books or on the R&A website – <https://www.rules.golf/>

Finally, I would personally like to thank Richard and his Green staff for the outstanding condition of the course.

LADY CAPTAIN'S REPORT FROM LADY CAPTAIN, Emma Borthwick

Congratulations to our Moray & Nairn League Bronze team who won the league trophy this year. A big well done to all 19 different winners of medals and stablefords this year.

The three Ladies Opens and Mixed Open, all were well supported and a big thank you to the volunteers at the desk throughout these events. A special thanks to our professional band of starters led by Sandy MacRae, who do a grand job, welcoming ladies onto the 1st tee.

The Shepherd's Championship was well supported and congratulations to the Scratch winner, Abbie Cruden and Handicap winner, Catherine Delaney. As promised this will resort back to consecutive Wednesdays in 2019, 5th and 12th June.

We have welcomed several new lady members this year many who we introduced to members during our May Thursday evenings. This was successful and most of our new ladies have continued to play throughout the year encouraged greatly by Angela McOwan. It has also resulted with a couple of new ladies Linda Devine and Sarah Murray not only gaining handicaps but winning medal competitions this year- well done ladies! Tuesday ladies continue to flourish led by Valerie Baillie, any lady is welcome to play.

Mixed competitions continue to be enjoyed throughout the year on Monday evenings, and I'd like to encourage more people to play in these, partners can always be arranged.

Junior girls are doing amazingly well within the Club and around the country, overseen by Chris Reid. Iona Reid's many successes included Girls Club Champion and Ladies Northern Counties Handicap Champion at Inverness GC. Anika Dowling, Katrina Tan, Emily Tan and Summer Elliott have all had success in away Opens this year. Well done girls the future is looking bright. A big thank you to Stephanie Ford for organizing girls' events on Tuesday evenings.

We played three friendlies against Inverness, Boat of Garten and Cameron Ladies. All of these were thoroughly enjoyed by all who took part. The same friendlies will be set up for next year please sign up for them when you see the notices on the board.

Moray & Nairn League is celebrating its 50th Anniversary in 2019 and it falls to Nairn Dunbar to host the event on Saturday 12th October, Liz Fraser has volunteered to be President of M&N league for the next 2 years.

As of Ladies AGM in October Liz Horn and Morag Simpson came off the committee. A special thanks to Morag who has served six years as a fantastic match secretary.

At the Ladies AGM, I stepped down as Lady Captain and I'd like to thank my committee for their support and hard work over the past two years. Going forward a committee/group, without a Lady Captain, will run the Ladies Section for now. This includes an enthusiastic group of ladies led by Angela McOwan, and subgroups of volunteers to help with draws, competition closures and team events. I feel confident the Ladies section can be successfully organized in this manner and flourish in the forthcoming year.

200 CLUB REPORT FROM CONVENOR, Emma Borthwick

This year saw a slight decline in the 200 Club membership, and we have only raised approximately £200 a month towards Club funds. I feel I was only a temporary keeper of the 200 Club the past 2 years and it feels good to be passing it back into the Brown family. Rosie Storm has already done a sterling job of getting more members to join and the future looks bright for the 200 Club.

GREENS REPORT FROM CONVENOR, Kenny Donnelly

The 2018 season started with extremely cold and dry conditions which extended through almost all of Spring, only to be replaced by drought like conditions for a 3-month spell in the Summer. Although conditions were difficult to manage at times with an ageing Irrigation system, Course Manager Richard Johnstone and his team received some fantastic feedback regarding course conditioning from members, visitors and professional golfers during the hosting of the PGA Northern Open.

The impact of providing a true test of golf and championship playing conditions on a day to day basis has meant we have been able to considerably increase the green fee figure obtained in 2017.

Once again, the early months of the season were spent on areas in need of tree and gorse management work which was proven to be a success allowing air movement and increased sunlight to the surfaces on holes 2, 3, 9, 11, 13, 15 and 16. The work has provided us with much firmer surfaces and has unveiled more of the course's dune landscapes and natural links like undulations.

After health and safety concerns were raised regarding the wooden surfaces on our on-course bridges, maintenance work was carried out throughout the course to replace any damaged woodwork and install an anti-slip material called Grip Clad to all of the bridge's wooden surfaces.

Richard and the team focused on a sustained over-seeding programme aimed at re-establishing the fine textured bent and fescue grasses that once dominated this links. With significant amendments made to organic matter levels in the last 2 years we are now at stage where there is no requirement to carry out invasive Graden or hollow coring work to surfaces. We were able to implement a maintenance week in July and October this year allowing us to incorporate 400kg of fescue seed into the greens and approaches profile and although topdressing has been reduced there was still around 170 Tonnes applied to surfaces. The work was supported by Agronomist Richard Wing from the STRI who during his visit in June commented on how their detailed performance analysis indicated consistently firm, true and smooth surfaces throughout the site with a dramatic change in the botanical composition of the sward on some of the best surfaces he had analysed to date.

The addition of a new Tru-turf greens iron and John Deer Gator Buggy shows we are continuing to invest in the course and will continue to do so paying close attention to our rolling 5-year machinery replacement programme. The Rough Management machinery which we purchased in late 2016 has proven to have been a great investment with the implementation of a rough management programme helping reduce the density of our roughs dramatically within the last two years.

The drought like conditions during the summer months put our irrigation system under immense pressure to perform to its full capabilities on a daily basis. This is when we realised our ageing system was no longer fit for purpose and that over 70 decoders were not working, most notably on holes 9 and 10. The already reduced staff levels were put under further pressure to keep the turf alive by spending most days hand watering surfaces. The system is clearly in need of an upgrade with the original control system installation taking place over 30 years ago and two partial upgrades in 1995 and 2004.

Our winter maintenance programme this year includes the reconstruction of some of our current worn and tired revetted bunkers on holes 1,8 and 16. It is our intention to complete the construction of a new men's tee at the 10th hole making use of the land to the right of the current tee, improving the alignment of the hole with increased views of the moray firth and the Old Bar. The surfaces of the teeing grounds at the 11th hole will be removed and reconstructed to give a much more level playing surface. We will continue with our gorse and tree management plan with the removal of gorse on the 12th hole and tree felling work carried out on holes 10 and 11. This work will restore the original characteristics of the course and allow the native species to re-establish itself on the dune systems

A huge congratulations go out to Assistant Greenkeeper Graham Burnett who was recently awarded the BIGGA Scotland Patrons award for 2018 and to Assistant Greenkeepers Michael McInnes and Graeme Robbins in recognition of their completion of over 40 years continuous service with the club. Course Manager Richard Johnstone also picked up Best Golf course Blog award 2018 while attending the BIGGA Bernhard Delegation to GIS in San Antonio and was selected to be part of the tournament support team during the Ryder Cup at Le golf National, Paris.

The Committee would like to thank Richard Johnstone and his team for their hard work and commitment during 2018, the knowledge and professionalism show in what has been a difficult year is very much appreciated. We would also like to thank the volunteers who gave up their time to carry out various tasks on the course throughout the year and help during the maintenance weeks in July and October.

<u>Income</u>	2018	2017
General	£	£
Subscriptions & affiliation fees	336,683	339,659
Competitions (net income)	19,021	28,656
Visitors green fees	112,817	93,539
Locker rents	7,216	9,056
	<u>475,737</u>	<u>470,910</u>
 Clubhouse		
Bar gross profit	81,667	77,207 (note A)
Bar—2017	3,964	—
Catering gross profit	73,996	83,727 (note B)
Gaming machine surplus	904	1,921 (note C)
Pool tables	(548)	29
	<u>159,983</u>	<u>162,884</u>
 Other		
Bank interest	—	19
Legacies, donations and coaching	2,412	30,501
Advertising and sponsorship	9,206	10,360
Sundry income	10,299	11,492 (note 1)
	<u>21,916</u>	<u>52,372</u>

(note A)	Bar		
	Sales	133,158	127,597
	Cost of Sales	(51,491)	(50,390)
		<u>81,667</u>	<u>77,207</u>
	Gross profit %	61.33%	60.51%
 (note B)	Catering		
	Sales	146,926	160,184
	Cost of Sales	(72,930)	(76,457)
		<u>73,996</u>	<u>83,727</u>
	Gross profit %	50.36%	52.27%
 (note C)	Gaming machines		
	Sales	904	1,921
	Leasing Costs	—	—
		<u>904</u>	<u>1,921</u>
	Gross profit %	100%	100%

<u>657,636</u>	<u>686,166</u>
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Expenditure	2018	2017
Course	£	£
Staff wages and national insurance	140,401	137,414
Machinery, repairs and expenses	18,446	15,007
Seeds, soils, fertilizers, etc.	29,201	35,447
Other upkeep costs	21,267	18,338 (note 2)
Depreciation	47,910	52,741
(Gain) on disposal of assets	—	—
	<hr/> 257,225	<hr/> 258,947
 Clubhouse		
Bar and catering wages	130,302	142,645
Rent, rates, water and insurance	19,874	16,753
Heating and lighting	31,681	26,400
Feed-in-tariff receipts	(7,405)	(3,677)
Cleaning and maintenance wages and materials	33,525	33,243 (note 3)
Repairs and renewals	14,518	13,585 (note 4)
Social functions	8,891	9,307
Clubhouse sundries	19,061	21,479 (note 5)
Depreciation	11,491	12,253
	<hr/> 261,938	<hr/> 271,988
 Administration		
Professional retainer and commission	37,548	30,403
Secretarial salaries and national insurance	67,949	80,485
Employers pension contributions	5,684	5,312
Postage and telephone	6,598	4,679
Printing and stationery	6,563	6,469
Advertising and promotions	15,773	15,150
Junior coaching	—	—
Interest on loans	—	—
Bank interest and charges	9,152	5,949
Accountancy	4,938	3,622
Professional fees	7,519	3,380
Equipment lease repayments	1,620	—
Hire purchase interest	1,781	2,326
Miscellaneous	13,113	14,259 (note 6)
Team expenses and entry fees	3,107	3,798
Affiliation fees	12,718	9,574
	<hr/> 194,062	<hr/> 185,406
 Balance: (Deficit) for year transferred to capital account	 (55,589)	 (30,175)
	<hr/> 657,636	<hr/> 686,166

Balance Sheet as at 30th September 2018

LIABILITIES AND CAPITAL	2018	2017
<u>Capital account</u>	£	£
As at 30th September 2018	565,944	592,046
(Deficit) / Surplus for year	(55,589)	(30,175)
Commission on VAT refund	(5,797)	—
Entrance fees	—	4,073
	504,558	565,944
<u>Loans</u>		
Bank loan	—	—
Solar panel loan	—	—
	—	—
<u>Current liabilities</u>		
Sundry creditors	63,001	66,447
Members prize draw	8,098	8,611
Unexpired and prepaid subscriptions	21,261	29,047
VAT creditor	10,247	12,000
Obligations under hire purchase	45,363	55,110
	147,970	171,215
	652,528	737,159

ASSETS	2018	2017
Fixed Assets	£	£
(1) Buildings (Long Lease)		
Tractor sheds and buildings	2,000	2,000
Greenkeeper's store	20,814	20,814
Expenditure on new clubhouse	915,731	915,724
Expenditure on coaching bay	40,487	40,487
	979,032	979,025
Less: Grants received	(686,648)	(686,648)
Less: Depreciation (50 years)	(101,564)	(95,576)
	190,820	196,801
(2) Course improvements		
As at 30th September 2018	106,922	94,720
Add: Additions during year	2,620	29,280
	109,542	124,000
Less: Depreciation (10% straight line)	(17,608)	(17,078)
	91,934	106,922
(3) Machinery, equipment and tools		
As at 30th September 2018	101,365	96,108
Add: Additions during year	13,989	40,920
Less: Disposals (NBV)	—	—
	115,354	137,028
Less: Depreciation (20% straight line)	(30,157)	(35,663)
	85,197	101,365
(4) Furnishings and fittings		
As at 30th September 2018	38,158	44,423
Add: Additions during year	1,065	—
	39,223	44,423
Less: Depreciation (10% RB / 5 years SL)	(5,648)	(6,265)
	33,575	38,158
(5) Other assets		
Club trophies	2,780	2,780
Club Trophies - Additions	—	—
Investment - Nairn County F.C. Ltd	100	100
	2,880	2,880
Current Assets		
Stock at cost	13,245	12,955
Cash in hand	4,397	4,723
Cash in bank - deposit accounts	99,703	174,423
Cash in bank - current accounts	73,799	23,768
Other debtors	56,978	75,163
	248,121	291,032
	652,528	737,159

The Nairn Dunbar Golf Club
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 30th September 2018

ACCOUNTING POLICIES

The following accounting policies have been applied consistently in dealing with items which are considered to be material to the financial statements in both the current year and preceding year:

Basis of Accounting - The financial statements have been prepared under the historical cost convention.

Depreciation - Depreciation is provided on all tangible fixed assets net of capital grant receipts, other than freehold land, at rates calculated to write off the cost or valuation less estimated residual value, of each asset over its expected useful life, as follows:

Leasehold buildings	Over the remaining lease term (commencing 1999)
Course improvements	5% - 10% Straight Line
Coaching bay	4% Straight Line
Machinery, equipment and tools	20% Reducing Balance and 5 Years Straight Line
Furnishings and fittings	10% Reducing Balance and 5 Years Straight Line

Stocks - Stocks are stated at the lower of cost and net realisable value with proper provision being made for obsolete and slow moving stock. Cost comprises the invoiced price of goods and materials purchased on a first in first out basis.

Entrance Fees - Entrance fees are credited directly to the capital account.

Club Trophies - The Club Committee have estimated the value of Club trophies to be in the region of £81,000 for Insurance purposes.

Investments - Investments are stated at cost less provision for permanent diminutions in value. Cost is purchase price including acquisition expenses but excluding any payment for accrued interest or fixed dividend entitlement.

Grants - Grants received of a capital nature are credited to the relevant cost of the assets to which they relate. From 2009 capital grants are credited to deferred income and amortised to the Income and Expenditure account in line with the depreciation policy in respect of the asset to which they relate.

Hire Purchase - Assets obtained under hire purchase contracts are capitalised in the balance sheet and are depreciated over their expected useful lives. The capital element of the obligation is included in the balance sheet as a creditor net of the future finance charges.

Pensions - The Club operates a stakeholder pension which is available to all employees. The pension costs charged in the Income and Expenditure Account represent the contribution payable by the Club during the year.

Notes to accounts for the year to 30th September 2018

	2018	2017
	£	£
(note 1) Sundry Income		
Fundraising income	790	1,225
Social Revenue	3,162	4,956
Subscription Provider commission	6,347	5,311
	<u>10,299</u>	<u>11,492</u>
(note 2) Other upkeep costs		
Machinery fuel	8,231	7,081
Hand tools, clothing, green equip etc	13,036	11,257
	<u>21,267</u>	<u>18,338</u>
(note 3) Cleaning/maintenance wages and materials		
Maintenance wages	8,235	7,722
Cleaners wages	18,290	16,734
Cleaning materials and laundry	7,000	8,787
	<u>33,525</u>	<u>33,243</u>
(note 4) Repairs and renewals		
General maintenance	9,116	9,413
Contract maintenance	5,402	4,172
	<u>14,518</u>	<u>13,585</u>
(note 5) Clubhouse sundries		
Clubhouse - trolley rentals, uniforms, hygiene and waste disposal	10,029	12,589
Catering - crockery and cutlery replacements and consumables	1,355	1,355
Bar - bottle gases, glasses - replacements and disposal	3,816	3,468
TV and music licences	1,035	1,046
Sky TV	2,826	2,523
	<u>19,061</u>	<u>20,981</u>

Notes to accounts for the year to 30th September 2018 (continued)

(note 6) Miscellaneous

Training	1,105	2,110
Admin & software licences	9,224	9,466
Recruitments	486	-
Online booking	293	250
Health & Safety expenditure	2,005	2,433
	<u>13,113</u>	<u>14,259</u>

Source and Application of Funds

For the year to 30th September 2018

	£	£
Deficit for the year		(55,589)
Commission on VAT refund		(5,797)
Adjustment for non cash items - annual depreciation		<u>59,401</u>
Generated from trading activities		(1,985)
Application of funds		
Purchase of fixed assets	(17,680)	
Decrease in HP liabilities	(9,747)	
Decrease in creditors	(13,498)	
Increase in stock	(290)	
Decrease in debtors	<u>18,185</u>	
		<u>(23,031)</u>
Net funds outflow		<u>(25,016)</u>
Represented by		
Bank balance at 30th September 2017		202,914
Bank balance at 30th September 2018		<u>177,898</u>
Net decrease in bank and cash		<u>(25,016)</u>

***Accountants' Report to the Members on the Unaudited
Accounts of Nairn Dunbar Golf Club***

For the year ended 30th September 2018

In order to assist you to fulfil your duties as the Club Committee, we have prepared for your approval the accounts of Nairn Dunbar Golf Club for the year ended 30 September 2018 from the club's accounting records and from the information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants of Scotland we are subject to its ethical and other professional requirements which are detailed at <http://www.icas.org.uk> / accounts preparation guidance.

This report is made solely to the club's members as a body, in accordance with the terms of our engagement letter. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the club and the club's members as a body, for our work or for this report. Our work has been undertaken in accordance with the requirements of the Institute of Chartered Accountants of Scotland as detailed at <http://www.icas.org.uk> / accounts preparation guidance.

It is your duty to ensure that Nairn Dunbar Golf Club has kept adequate accounting records and to prepare accounts showing the assets, liabilities, financial position and surplus or deficit of Nairn Dunbar Golf Club. The financial statements are not intended to achieve full compliance with the provision of UK Generally Accepted Accounting Principles. You consider that the club is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit of the accounts of Nairn Dunbar Golf Club. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given us and we do not, therefore, express any opinion on the accounts.

**Johnston Carmichael
Chartered Accountants**

Clava House
Cradlehall Business Park
Inverness IV2 5GH

Nairn Dunbar Golf Club

MINUTES OF ANNUAL GENERAL MEETING OF THE CLUB HELD IN THE CLUBHOUSE Tuesday 5th December 2017

Mr Stuart Henderson, Captain, welcomed all members to the AGM which had 92 members in attendance. Apologies were received from Nigel Green, Fiona Munro, Peter McGillivray, Colin Jackson, David Proctor, Emma Borthwick, Kenny Donnelly, Sonia Cole and Ann Beattie.

Stuart also highlighted those members who had sadly passed away – Duncan Barron, James MacQueen, Mrs Hannagrete Brieger, James Laird, Mrs Lenise Chisholm, David Ellen, Jackie MacRae, Mrs Edith Browne and William Robertson.

1. Minute of AGM held on Tuesday 5th December 2017:

Minutes of the 2016 AGM were approved by Billy Hargreaves and seconded by Tommy Donnelly.

2. Accounts for the year to 30th September 2017:

Mr Jamie Waugh of Johnston Carmichael, Accountants to the Club, presented a review of the Club's Accounts as at 30/09/2017.

Clubhouse:

As noted in the Club Manager's Report on page 4, the deficit for the year is £2,553 less than 2016 coming in at £30,175; this is shown at the foot of page 9.

After taking into account entrance fees of £4,073 as noted on page 10, the overall deficit for the year was £26,102 – compared with £27,409 in the prior year.

The main changes in income and expenditure, as detailed on pages 8 and 9 comprise:

£11,080 less in subscription income.

£7,445 more in net competition income.

£12,678 less contribution from the bar, partly off-set by £7,507 higher contribution from the catering side of the clubhouse.

Other income includes £28,000 donated by Springfield Properties.

On the expenditure side, the main variations are:

A small reduction in overall course costs of £2,188.

An increase of £6,277 in clubhouse costs, a rise of 2.4% and contained within headline inflation.

A rise of £5,096 in administration costs, an increase of 2.8%. As mentioned in the Club Manager's Report on page 4, some of the increase relates to extra time required to re-input lost data due to computer failure.

Overall expenditure was up £9,185 and at an increase of 1.3% the club has worked hard to contain overall costs.

Turning to the Balance Sheet set out on pages 10 and 11, the main changes comprise:

Course improvements of £29,280 relating to the drainage work at the 13th and 14th.

£40,920 of machinery and equipment additions relating to grass cutting machinery, petrol tank and kitchen equipment.

A net increase of £7,824 in current liabilities; the main component of which was the HP creditor which rose by £5,000.

Overall the club's net asset position fell from £592,046 to £565,944 (page 10); a reduction of 4.4%.

Finally, turning movements in cash, set out on page 13, the Source and Application of Funds statement shows how the cash from operating the club has been used.

Towards the top of the statement you will see that the club generated net cash of £38,892 from its activities.

Cash has been applied to:

Buy fixed assets (£70,200).

Take on additional HP (£5,956).

Small movement in stock.

Increase in debtors of £25,007 (timing R & A Boys Amateur).

After taking into account these movements, the overall cash position was a net outflow of £47,958.

This resulted in a reduction of overall cash at bank to £202,914.

Accounts were approved by Kenny Campbell and seconded by Don Farmer.

3. Captain's report:

It has been an interesting and challenging 2 years as Captain and I would like to thank Robert, Richard the Committee and all staff for their support during this time. For me without that support it would not have been possible. It has been a privilege to have represented the Club and I am now looking forward to retirement.

Course

With regard to the course we have had so many positive comments over the season not least of all from the R & A, STRI, members and visitors alike. I think you will agree that the course has been in fantastic condition over the past 12 months and despite the record rainfall in September and October the 13th and 14th fairways have drained much more effectively than prior to the work being carried out. The purchase of a bespoke rough cutter is now beginning to benefit the course and Richard and his team are working to a 5 year course plan.

Health and Safety

We have continued to carry out extensive health and safety improvements including fire training and evacuation proceeding. Internal fire doors have been upgraded and we continue to closely work with our Health and Safety consultants to support a robust health and safety plan. Non slip strips have to be put on all bridges. In addition a new fuel store age tank has been purchased and will be installed over the winter period.

In addition the shelters round the golf course have been modified and painted. The junior room has been modified and a new store has been created to store chairs etc. Alongside this an area has been created that will be turned into the Nairn Dunbar archive. The main office will be reconfigured over the next few weeks and have a new feel to it.

Captains report continued.

The Boys Amateur Championship

As you know we co-hosted the Boys Amateur Championship this year and it was a fantastic success. We received compliments about the course, the clubhouse, the staff and all the volunteers from the R & A, the competitors and the various federations.

Quote

" There was a real buzz around the club enhanced by the friendly and welcoming approach of all the staff, members and volunteers which was very much appreciated throughout the championship" Peter Arthur R & A committee member and Captain of Muirfield Golf Club.

Visitors and Marketing

Our visitor numbers did increase last year but this year they have flat lined. This was in part due to the course being unavailable for over a week in August due to the R & A event and the poor weather we had in September. However going forward Robert and myself attended a three day event at Turnberry in October where we met with and presented to 40 Tour Operators. The event also gave us the opportunity to meet with a further 30 operators in a networking environment. We hope to see the long term results over the next couple of years. Advance green fee bookings sit at £30K for next year. These figures are above any bookings we have had in the past at this time of year. It is my intention to continue in the role of marketing for the club in an unofficial capacity.

It is also appropriate to highlight an IT issue that we had during the year where all data was lost and had not backed up fully. This resulted in 4 months worth of invoices and financial data having to be re-keyed. A robust system is now in place to ensure this does not happen again.

Special mention and congratulations to Lorne Miller on winning the Club Championship for a record breaking seventh time.

Finally as part of this update it is worth noting there is still a major challenge to all golf in the UK where the evidence is there that over 90% of clubs are losing members and spend on the clubhouse is in decline. Nairn Dunbar faces these very same challenges.

4. Election of Office Bearers:

President Sandy MacRae Proposer Donnie Duggie Seconder Stuart Henderson

Vice President David Mein Proposer Stuart Henderson Seconder Donnie Duggie

Vice President Alistair Clunas Proposer Stuart Henderson Seconder Donnie Duggie

Vice President Margaret McFeat Proposer Emma Borthwick Seconder Donnie Duggie

Captain Donnie Duggie Proposer Stuart Henderson Seconder Emma Borthwick

Vice-Captain Brian Ross Proposer Donnie Duggie Seconder Stuart Henderson

Stuart took the opportunity to congratulate Donnie on his appointment as Club Captain and wished him every success.

5. Election to Committee of Management:

Committee of Management Kenny Campbell Proposer Donnie Duggie Seconder Stuart Henderson

Motion proposing re-introduction of marker posts at 150 yards on all holes other than par 3's was passed.

Motion proposing free lift and drop on all man made paths to a drop zone was not agreed but additional proposal around free lift and drop from man made paths to nearest point of relief was passed .

Motion proposing change of constitution to provide Honorary Membership to the Captain of Nairn Golf Club in continuation was passed subject to the same being made available to Nairn Dunbar Captain at Nairn Golf Club.

6. Annual Subscriptions:

* *Joining Fee for new members aged 30 or over as at 1st January 2018*

** *All House membership includes VAT*

All playing members subscriptions include a £3.55 charge for personal liability insurance.

In addition, the SGU/North District levy (Gents) is £14.45; the LGU/Scottish Ladies' Golf Association levy is £14. (Ladies).

Member Category (Age as at 1 st January)	Subs 2018	Ent Fee	Subs 2017
Ordinary member	£605.00	*	£583.00
Ordinary member who joined before 01/01/99 aged 65 or over with 10 years uninterrupted membership	£395.00		£373.00
Ordinary member (23 to under 30)	£285.00		£278.00
Ordinary member (18 to under 23)	£235.00		£228.00
Country Member	£343.00		£343.00
Junior (16 to under 18)	£110.00		£110.00
Juvenile (under 16)	£ 85.00		£ 85.00
House member**	£ 50.00		£ 48.00
Joint House members (per couple)**	£ 72.00		£ 69.00
House member (partner of player)**	£ 22.00		£ 21.00
Locker	£ 20.00		£ 20.00

7. Any Other Competent Business:

Gillian Cruden requested clarification re group bookings on a Saturday and Donnie advised that the matter of group bookings would be looked at by committee and he would respond to her in due course.

Hugh Clunas raised the issue of the ditches and commented that they were in a disgusting state. Sandy Park advised that the banking on ditches needs to be looked at.

Gerald Curtin suggested that on occasions pin positions were too severe and that most members did not play to a professional standard.

A wide ranging discussion took place in terms of the Professional's Minute of Agreement as this was a withdrawn motion. However due to the review of same now underway Donnie could not answer specific issues but advised members that an update would follow in due course.

The issue was raised around members waiting to be served and the bell being run on numerous occasions.

Jim Gibson suggested that members should be encouraged to put money on their loyalty cards as the Club's local bank branch was being closed and this would reduce the amount of cash being handled.

Ian Duncan requested that committee consider introducing spot check arrangements to ensure where possible all guests are signed in correctly and all fees have been paid.

There being no further business, the Annual General Meeting closed at 8.15pm.

Minutes of Special General Meeting (SGM) 28/2/2018

Numbers of members in attendance approx. 150

Apologies – Captain Donnie Duggie noted that he had a list of members who were unable to attend and asked for any more apologies to be noted.

Introduction

Captain Donnie Duggie (DD) welcomed everyone to the meeting particularly as weather conditions were so poor. DD advised that the SGM had been called following receipt of a Requisition signed by 62 members. DD also indicated that a number of members had been unhappy at the wording of the notice put in newspapers and club notice boards. This wording was taken directly from the signed Requisition.

DD then advised that he would be handing over to Sandy Park (SP) to chair the meeting as a result of the nature of the Agenda. DD introduced SP who is a past Captain and has been a member for around 50 years.

SP took over chairing the meeting and advised the agenda is as follows:

To oppose a change to the way the shop is run, namely (as alleged)

- The management team taking over the running of the shop; and
- Getting rid of the Club Professional (the business)

SP indicated that no other business was going to be considered. He then asked David Proctor (DP) to speak to the agenda.

DP indicated that he wanted to read part of a letter handed into the Club Manager following withdrawal of a motion to be submitted at 2017 AGM. DP indicated that he had asked the Club Manager to display the letter on notice boards and the Club Manager declined to do so.

SP asked DP to speak to the motion and he would not allow part of the letter to be read out because members hadn't seen it. Comment from committee table was that they hadn't seen it either. One committee member said they weren't interested in reading the letter. DP indicated he was surprised at this reaction and felt it was important as it gave background to the situation re the Club Professional. The letter, part of, was not read out.

Bill MacDonald (BM) then spoke and advised the meeting that he was concerned about the neutrality of SP as SP had met with members who had signed the Requisition. SP assured him he would chair the meeting correctly. BM advised that everyone who had signed the Requisition was fully aware of the narrative at the top of each page of the Requisition.

There were a number of calls from the audience for part of the letter to be read out but SP declined these requests.

Angela McOwan said that she had never been to a SGM before and she would like to hear part of the letter and that she was also part of the Ladies committee.

Peter McGillivray spoke a number of times throughout the meeting indicating that he would like to hear part of the letter. He also expressed his support for David Torrance and felt very strongly that the committee need to be more open with the membership in general

DP advised that members had requested sight of notes from Review Group meeting with PGA and that this had been declined by committee as the Review was still ongoing. DP also indicated that committee had declined to meet with members prior to SGM to discuss agenda etc.

DP asked when the management committee would be in a position to offer DT a revised SLA. The response from committee was now. DP said he knew this because DT received it at 17.30 by e-mail. DP also requested that the SGM be adjourned and reconvened after David Torrance had reviewed the proposed draft Service Level Agreement.

Gordon Ralph asked the requisition signatories to come forward with concrete evidence to support their motion(s).

SP then asked the Captain directly the two motion points ie did management want to take over running of the shop to which DD replied No. SP then asked DD did the management team wish to get rid of the Club Professional and DD replied No.

SP asked for any other comments and William Barron (snr) spoke saying that this was the busiest he had seen the Club in years and that members need to support the Club to ensure it's long term survival. WB also commented on the misinformation that had been put forward and where this had come from.

Gillian Dowling (GD) then spoke and made several points as a result of the Review Group meeting with the PGA . 1 The pro is very good at his job. 2. The front of shop service in the Pro's shop is poor. 3. The office could do a better job of running the shop and train the staff better. 4. The PGA got a strong feeling from the manager the Pro was surplus to requirements at the club. 5. DT was advised by the PGA following the general feeling of the committee and management to think of another end game.

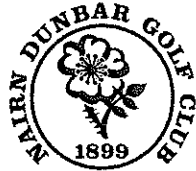
GD was asked where she got the information from and she replied from the minutes arising from the meeting with the PGA and that was the reason members were denied access to them. GD was asked again by Gerry McAloon where the information came from and she responded by saying she would give information when the committee did the same. In addition GD responded when it was suggested that the management committee were not trying to get rid of the professional or take over the shop then why was the professional reduced to tears following the meeting with the PGA.

David Bunker spoke and indicated in his view the management committee had answered the two agenda points and that the meeting should close.

Sandy Park thanked everyone for attending.

Donnie Duggie also thanked everyone for attending the meeting and reiterated the committee's focus on taking the Club forward in what are very challenging times for Scottish Golf in general.

Meeting closed at 8.20pm



Would all members please make sure we have up to date contact details.

Please complete the below if you have any changes and hand into the office

Thank you

Full Name: _____

Address: _____

Post Code: _____

Telephone number: _____

Mobile number: _____

Email: _____



Why not spread the cost of your subscription?

Nairn Dunbar Golf Club now has taken over from Fairway Credit and brought the Direct Debit scheme "in-house".

Spread the cost of your subscription over **twelve** months (January to December) with no interest payable and only an administration charge of 5% of the total due. (minimum charge £15.00).

It only needs set up once and after that we will contact you annually with the new monthly payment.

Please contact the office as soon as possible to set this up.

Telephone: 01667 452741

Email: **enquiries@nairndunbar.com**

Nairn Dunbar is on Facebook and Twitter - so to keep up to date with all that's happening at the Club.

Like our page at: **www.facebook.com/NairnDunbarGolfClub**

Follow us on Twitter: **@NairnDunbar**

Suggestions can be emailed to: **suggestions@nairndunbar.com**