

Course Policy Document  
With Effect from Sunday, 03 October 2004

Updated March 2009

## 1. Introduction

The purpose of this policy document is to set out details of the Management of the Golf Course at Pleasington Golf Club (PGC), which have been approved by the Council and made freely available to all Members to keep them well informed. This is to be used as a working document; Any future revisions must be approved by Council after due consideration.

Pleasington Golf Club was established in 1891 and opened as a nine-hole course. Set in some 142 acres of delightful East Lancashire open countryside, it was laid out with a hole cutter, hole guards and flags by George Lowe, the professional at Lytham St. Annes, at the invitation of Mr Fred T. Marwood of Pleasington Lodge. In 1909 Alexander "Sandy" Herd was invited to plan the extension of the course to a full 18 holes. Sandy was the professional at Fixby Golf Club near Huddersfield. He had a fine reputation as a golf course architect and he was a very good golfer, having won the Open in 1902. He examined the land over the railway and made proposals for 8 holes on what was then known as the North Course, which with an extra hole on the original South Course, made up the first 18-hole course of about 5,000 yards. At the same time, the Club also built the first clubhouse, which was the scene of a fine dinner on Saturday 4th February 1911

The course has undergone many changes in subsequent years, and still continues to develop. Most recently, new blue championship tees have been opened on several holes, in particular extending the length of the 3rd 8th and 17th holes, and creating a spectacular new blue tee high on the hill for the 12th hole.

The Centenary book "Pleasington Golf Club 1891 – 1991" compiled and edited by Roland C. Peagram (past Captain 1987 and Vice President) gives much detail of the history of the Club.

As a result of all the planning and dedication, Pleasington is now without doubt one of the best tests of golf in the North-West of England. The course is a regular venue for County Matches, and has hosted numerous prestigious competitions. These include top class amateur events, together with the Open Regional Qualifying, which returned to Pleasington in 2004 and the European Senior Ladies Team Championship in 2005.

Pleasington is a classic golf course. Every hole presents its own particular challenge to both high and low handicap players. This heritage has to be protected, and where appropriate improved for the benefit of the Club's Members, present and future. Continuity of policy is essential in golf club management, and nowhere is this more important than on the golf course.

Many of the problems inherent in golf course management were addressed by the Royal and Ancient Golf Club (R&A) in its publication "The Way Forward" issued in 1988. One of its key recommendations was that Clubs should formulate and publish their own course management policy document, working to a five-year plan at least. This approach has been strongly endorsed by both the Sports Turf Research Institute (STRI) and the English Golf Union (EGU). To ensure such long-term policy is put into effect, it is essential, therefore, that a Course Management Policy Document should be drawn up, and approved by the Green Committee and the Council.

## **2. Aim**

The aim of a Course Management Policy Document is to set out details of the management of the golf course and any associated lands of Pleasington Golf Club, in order to implement a structured and clear forward plan and to promote good communication.

## **3. Roles & Responsibilities**

### **3.1 General**

The management of the Green involves a wide range of people and it is essential, therefore, that their roles and responsibilities are clearly defined at the outset.

### **3.2 The Council**

The Council is responsible for the overall direction and control of the Club, including forward policy, plans and financial control.

### **3.3 The Green Committee**

The Green Committee is responsible for the management of the golf course, course maintenance, course standards and improvements, recommending any significant course changes, the submission of annual budgets, as well as long term capital expenditure plans and projects. They will meet regularly and keep minutes, which will be available for the next Council meeting.

### **3.4 Secretary/ General Manager**

The Secretary/ General Manager should establish management controls to ensure that the policies laid down by the Green Committee are implemented, and that the in-year Course Budget and Capital Expenditure Programme are monitored including any major variations

approved by both the Green Committee, Finance and General Purposes Committee and the Council. They are also responsible for ensuring that, whenever possible, the course is available for play by Members, Guests, Casual Visitors and Societies

### **3.5 The Course Manager**

The Course Manager is responsible, in conjunction with the Secretary/ General Manager, for the implementation of this Policy in all its aspects, which includes but is not limited to:

- Planning maintenance schedules in relation to fixture lists and Societies
- Liaising with the Green Chairman and Secretary/ General Manager on any problem areas
- Machinery maintenance and repair
- Planning and preparation of annual and long term budgets
- Attending all Green Committee meetings and reporting on agenda items
- Maintenance of schedules and records relating to machinery and staff
- Personnel education - training, discipline, allocation of daily tasks
- Implementation of the Club's Health & Safety policy
- Purchase and storage of fertilisers, dressings, pesticides, fungicides and chemicals
- Storage and safety of all equipment and materials
- Ecology

## **4. Resources**

### **4.1 Staff**

The indicative staffing level includes the following:

- Course Manager
- Deputy Course Manager
- Greenkeepers – 3-4
- Trainee/Apprentice Greenkeeper – 1-2
- Temporary Summer Assistant(s)

This profile is considered adequate at the moment but with ever increasing demands on course presentation, coupled with more rounds per year, the Club may need to consider changing this number.

The Green Committee shall undertake an annual salary review for all staff.

### **4.2 Finance**

The Council is committed to the allocation of sufficient PGC funds to achieve the policies set out in this document.

### **4.3 Greenkeeping Facilities**

The existing facilities are situated adjacent to the 3rd hole, and consist of: -

- Course Manager's Office
- General Store Room and Drying Room
- Kitchen/Staff Rest Room
- Toilets and Shower Room
- Workshop/Grinding Room
- Main area housing most of the Club's machinery
- Dangerous and hazardous chemical storage, including separate chemical clothing and vehicle wash-down facilities
- General purpose and materials storage

Additional facilities are situated adjacent to the 17th hole, and consist of: -

- An irrigation system pump house, water storage, a full mechanical and computerised control system and a separate diesel store shed.

Additional facilities are situated adjacent to the Greenkeeping sheds and consist of: -

- A concrete base for dressings and sand.

### **4.4 Machinery & Equipment**

The Green Committee regards the provision of the necessary machinery and equipment as an essential pre-requisite in achieving the policies set out in this document. To ensure this, a rolling ten-year capital expenditure programme will be submitted for Council approval as part of the annual budget cycle. This programme will be reviewed and updated on an annual basis. Additionally, as part of the annual depreciation exercise, all equipment will be reviewed and disposals made as necessary.

### **4.5 Training**

Training is an essential element in achieving a well-trained and motivated staff. PGC is committed to help and encourage training and education through approved colleges. All permanent green staff are encouraged to obtain National Vocational Qualifications (NVO's) in Greenkeeping to the maximum of their individual abilities. Staff are also encouraged to become members of BIGGA, and to attend discussion groups organised by this Association.

## **5 Objectives**

The objectives will necessarily alter as year's progress. The objectives are that Pleasington golf course should retain its position as one of the best-maintained and enjoyable courses in the North of England. The aim is to achieve good playing conditions all year round, taking into account weather conditions. It is to be maintained in excellent condition for the enjoyment of

members of all handicaps and visitors. Visitors are welcome provided they satisfy the Club's criteria of membership of a recognised golf club, or playing ability up to a minimum standard laid down by the Council.

## **6. Timing of Work on the Course**

### **6.1 General**

Much essential work has to be completed before a certain time each day, and within certain timescales during the year. Moreover there are times when play on the course will have to be restricted to allow the green staff to "set up the course" for special events. As far as possible these restrictions will be kept to an absolute minimum.

During winter months a policy of closing individual holes may occasionally be adopted, in order to permit uninterrupted essential work to be carried out.

It will be the aim of the Green Committee, Green Chairman, Secretary/ General Manager and the Course Manager to plan essential course work, including the Winter Programme, well in advance. Members will be kept informed via the Notice Board of any essential work and restrictions on play. The co-operation and understanding of Members will, however, be required if the Club is to maintain the present high standards, as well as seeking to achieve longer-term improvements. Green staff shall have priority on the course at all times.

The course will be closed ahead of a limited number of published major events, including The Antlers, The Putter, The Stag, Captains Day, Lady Captains Day, the Pro Am and the Regional Qualifier.

### **6.2 Hours of Work**

The Green Staff work a flexible shift pattern depending upon the time of year, and the available light: -

#### **May to September**

- 6 a.m. – 2:30p.m. – half an hour for meal break, though this may vary for big events

#### **October to April**

- 7.30 a.m. - 3.30 p.m. half an hour for meal break

Additionally, all staff are rostered for weekend and public holiday working, at the appropriate overtime rates, to provide for hole and tee marker changes, bunker raking and greens mowing. In each playing season approximately 6/8 events will be identified and agreed when all members of the green staff will be required to work, in order to present the competition course at its best.

## 7. The Course

### PRIORITY ON THE COURSE

#### 7.1 General

The Course is laid out on soil structures ranging from sand through loamy humus to peat, and clay generally overlaying free draining sandy substructure. Some areas cannot withstand very wet conditions and are prone to water logging. These areas are adversely affected by traffic caused by heavy use, particularly golf buggies and trolleys.

Compaction has occurred in many areas around the course, especially around greens and on walkways to the next tee. The agreed policy will be to relieve compaction by intense aeration programmes and to avoid further compaction in the winter months when the grass has stopped growing, by restricting the use of buggies and trolleys and diverting traffic. Any such restrictions will only be imposed when it is deemed absolutely necessary.

Buggies may only be used on the acceptance of a doctor's note, and then only by the person(s) to whom the note relates. Buggy routes are clearly identified, and detailed instructions are provided to all users. Special care must be taken to observe the rules laid out for crossing the railway line. Storage facilities for buggies are in short supply, and are provided at a reasonable rate, on a first come first served basis.

#### 7.2 Tees

Good maintenance of teeing grounds is essential. A rolling programme of renovation and levelling will be maintained. Tining, scarifying and fertilising are all undertaken on a programmed basis. The use of winter tees is a long term objective, which will be continued. This enables the tees to better recover for the spring

The day-to-day maintenance of the teeing grounds is part of the overall strategy, and routine duties must include: -

- Movement of tee markers two to four times a week
- Emptying of rubbish bins two to four times a week, and when full
- Divotting of any major damage
- Twice weekly cutting of all tees at appropriate heights, ensuring care is taken not to scalp the sloping edges of the tees
- Trimming of the stone tee markers and wooden rails
- Regular inspection and spot spraying for weeds
- Aeration and scarification

#### 7.3 Fairways

The fairways have shown marked improvement in recent years following annual vertidrainage. There are still a number of areas, however, where there is only poor growing medium. A continued programme of vertidrainage, deep tining, slit tining and scarification will be maintained to effect improvement to both drainage and growth and to improve the quality of the grass sward.

Those fairways where small hollows and depressions have occurred which result in lush grass and unfair lies must be levelled to maintain fairway height which in turn assists in eliminating attractive areas for worms. Spot and/or boom spraying for weed and other infestation is to be undertaken at least annually to ensure the best quality and consistency of surface. Cutting to a height in the region of 15mm is to be continued.

The use of fertilisers and dressings on fairways is not normally necessary. A policy of regular scarification and divotting is carried out throughout the year.

The use of mats which was initially introduced in the winter season of 2005-2006, has proved to be of major benefit to the fairways and as such has now been adopted for future winter seasons.

## **7.4 Surrounds & Approaches**

To prevent the green surrounds and approaches from being infested with poor quality grasses, they will receive a similar aeration and feed treatment programme as the greens. The presentation of the surrounds of greens, tees and approaches, has a marked visual impact on the course. A surround will be formed of one triple machine width around each green and four to five cuts at the front. This will then merge into the fairway. Careful cutting of the surrounds is essential to avoid scalping and achieve an even surface. It is also essential that sprinkler heads be maintained in full working order, to ensure uniform water coverage.

## **7.5 Semi-Rough/Rough**

Two cuts of semi-rough will normally be cut to a height in the region of 35mm. This should enable the ball to remain visible, yet slowing it down. Rough will be cut to a height in the region of 100mm, this will be scarified in season to discourage the broader leaved grasses. Other areas of rough, identified as being well off-line, will be left in their natural state, for ecological and practical reasons. In this respect PGC will seek expert help from the appointed Agronomist.

## **7.6 Greens**

Annual meadow grass is the predominant species of grass on most greens with the notable exceptions of the 6<sup>th</sup>, 7<sup>th</sup>, 9<sup>th</sup>, 14<sup>th</sup>, 15<sup>th</sup> and 18<sup>th</sup> which show good signs of bentgrass populations. The long-term policy is to reduce this gradually and encourage bent grasses to develop and thrive. This objective cannot be achieved quickly whilst still maintaining greens in a good state for play. This long-term objective can be achieved by a continual programme of aeration, scarification, top dressing and over seeding to create conditions, which encourages the deeper rooting species of grasses to thrive.

The height of cut on greens is the responsibility of the Course Manager and depends on his reading of future weather conditions, forthcoming events and the state of the soil etc. During spells of good growing weather the effective height of cut should be no lower than 3.75 mm (rising to 6-8mm during winter months).

Scarification and verti-cutting will be undertaken throughout the summer, together with the use of tining to encourage moisture penetration and the deeper rooting grasses. Members are asked to show patience when this work interrupts playing surfaces and to rest assured that the

work is being done of necessity and at the most appropriate times of the year to ensure the best and quickest recovery of the course.

Judicious use of the automatic irrigation system, coupled with some hand watering with or without the use of wetting agents, is essential in relation to the prevailing climatic conditions and soil moisture content. Watering should not, however, be used as a means of creating artificial holding conditions for balls being played into greens, which is contrary to policy. Similarly, hand watering should be the first line of action when tackling stress through drought (see also Paragraph 13 Irrigation)

A structured programme of aeration throughout the year, using a combination of verti-draining, tining (slit, core and pencil) and scarification, is essential to reduce compaction and the build-up of thatch. Similarly, to assist with the maintenance of fast and true putting surfaces, regular top dressing (see paragraph 9) is crucial during the growing season. At the present moment the first two weeks in August are being set aside for essential maintenance work.

### **7.7 Draining and Ditches**

The dispersal of water from the course and good drainage are of paramount importance. All ditches are regularly examined and have to be kept free of debris and silt. During the summer months the banks are cut and cleared, and the sludge is removed to ensure the free flow of water, and to prevent flooding as far as possible. Other underground drains on fairways are to be examined, and blockages cleared to ensure the free flow of water off the course.

Old drains are liable to collapse, and may need to be totally replaced. The recent programme of drainage replacement work has been a great success, and will continue. To obtain the best results specialist drainage contractors may be employed.

### **7.8 Bunkers & Hazards**

This is an area that has received considerable improvement and upgrading over recent winter programmes. The major areas of concern were differing sand consistency, sand compaction and poor or ineffective drainage particularly in the deep and low-lying bunkers.

A sustained programme of re-furbishment will be continued, to include drainage where necessary. The definition of bunker margins must be maintained so that golfers are in no doubt as to whether or not they are in the hazard. Bunker fringes should be edged and trimmed to a height that will permit a ball to be gathered into the hazard. Regular deep raking is essential to maintain a consistent depth of sand. To facilitate consistency of texture and playing characteristics, "Whitemoss Bunker 3" bunker sand will be used in all bunkers. Each bunker is to have its own rake – 2 or 3 rakes for the larger bunkers. Rakes should be placed outside bunkers on the stands provided, with the heads in the air, which reduces the chance of them being struck by a ball to a minimum.

## 7.9 Heather Gorse Broom and Other Natural Habitats

There are significant areas of heather gorse and broom on all holes on the far side of the railway line. Over the years the heather has been adversely affected due to the proliferation of self-seeded trees– mostly silver birch – and grass cover. It is the Club's policy to revive the heather by removing all but specimen trees and stripping away grass to allow heather to grow through. Of necessity this will be a long-term plan, and it is encouraging that over recent years rejuvenation has progressed well. The Club will seek advice from an identified specialist in the growth/rejuvenation of heather. The Course Manager will keep in regular contact with his colleagues at other Clubs where heather is an important part of the habitat.

## 7.10 The Practice Ground

In the past the Club's practice facilities have been barely adequate. In recent years using facilities made available by a club member a practice range with ball dispenser has been developed. Initial teething problems have been addressed and the range has proved popular with members. Its ongoing use will continue to be monitored. The care of all the practice areas is the responsibility of the Course Manager

## 7.11 Paths and Tracks

The policy should be that wherever possible all paths leading to and from teeing areas should be grass. Where, because of unavoidable traffic patterns, this is not possible, artificially surfaced paths should be constructed. The Club has identified Hexapath as a suitable surface for artificial paths, having been successfully tested on the 7th and 8th Holes, this product will be used for future path re-construction work. All paths should be regularly inspected and repaired and renewed where necessary. Artificial paths should be kept free of weeds.

## 7.12 Temporary Greens

It is the Club's policy only to have temporary greens when absolutely necessary. Ongoing work programmes will reduce the need to use temporary greens.

It is the responsibility of the Course Manager or, in his absence, the Senior Greenkeeper on duty, to decide on a day-to-day basis, the need for temporary greens to be brought into use. The option of "resting" certain holes, particularly during the winter months will also be considered as part of this process.

Considerations are: -

- Is the normal green too soft to take foot traffic
- In frosty weather would footmarks damage the top crusty surface
- If the normal green is being worked on intensively, a temporary green may be brought into use in order that the work may proceed more quickly, with greater productivity

Please refer to Clause 10 re: closures.

## 8. Fertilisation and Chemicals

The Course Manager is expected to keep up to date with the latest chemicals available and use these together with appropriate fertilisers to help keep the golf course in the best possible condition.

## 9 Top dressing

Top Dressings to greens will take place during the playing season. Total Dressings on greens approximate to 100 tonnes per year, comprising of a 100% sand mixture. On advice from the Agronomist the mixture was changed from 80/20 sand/soil mix in 2009 and for reasons set out by him should not revert back. Top dressings are also applied to tees, surrounds and selected fairway areas. These quantities may vary slightly from year to year dependent on weather conditions and the golfing calendar.

## 10. Closing the Course

The Course may be closed on the authority of the Course Manager or, in his absence, the Senior Greenkeeper on duty, when unusual weather conditions have occurred and damage to the Course would result if play were permitted. Such conditions would exist if the greens were waterlogged, if the course was flooded and during severe frost or snow.

During a competition the Course may be closed by the Secretary/ General Manager, the professional on duty or an authorised member of the Committee supervising the competition, if they consider that the course has become unsuitable for play due to any reason such as flooding, thunder/lightning, fog (see policy on notice-board), snow, or any other reason. The Competitions Committee will ensure that competitors are made aware of this advice. This advice is designed to be of help and guidance. Pleasington Golf Club is not liable for any damage or injury caused by the following of this advice.

A decision to reopen the Course may be taken at any time after an inspection by an authorised person, who will ensure that it is safe to resume play.

The following signals will be used to announce decisions:

- One prolonged klaxon blast (repeated) Suspension of play
- Two short klaxon blasts (repeated) Resumption of play
- Four short klaxon blasts (repeated) Cancellation of play

When play is suspended, if the players in a match or group are between the play of two holes, they shall not resume play until a resumption of play has been signalled. If they are in the process of playing a hole, they shall discontinue play immediately and shall not thereafter resume play until a resumption of play has been signalled. If a player fails to discontinue play immediately, they shall be disqualified unless circumstances warrant waiving such penalty as provided in Rule 33-7.

On the signal for suspension of play being given Competitors, Caddies and Spectators should proceed to the nearest shelter or vacate the course. However, if the suspension is due to the proximity of an Electric Storm, golfers or caddies should leave clubs well away from where they

are sheltering. They should NOT walk or shelter under trees; stand on high ground; shelter in any building with a metal roof, put up an umbrella; use a mobile phone. They should keep as low as possible, if necessary crouching in the nearest bunker.

There are wooden shelters with timber and felt roofs on the course at the 2nd, 6th, 7th, 13th and 15<sup>th</sup> tees and on the 7th fairway.

Resumption of play will be signalled by two blasts of the klaxon. Competitors and Caddies, sheltering in the Clubhouse, will be informed that play will be resumed shortly, and will be given sufficient time from this notification to the two blasts of the klaxon, to reach the point on the golf course where they were when play was suspended. When Competitors and Caddies have been given chance to get back to where they were when play was suspended, the klaxon will be sounded (two short blasts).

No Competitor shall resume play until the two klaxon blasts have been blown. Failure to comply (Rule 6-8b) shall lead to the Competitor being disqualified.

## **11. Green Staff & Members**

### **11.1 Work on the Course**

The increase in the popularity of golf, coupled with earlier retirement, has resulted in members and visitors playing more and wishing to play earlier. The golfer of today is much more aware of the quality and presentation of courses, and demands constant improvements in the playing surfaces on a year round basis. The Green Staff are faced with ever increasing levels of compaction, wear and tear and the need to work without inconveniencing the golfer.

Improved mechanisation has assisted the greenkeeper to carry out most tasks quickly and efficiently, but inevitably there are conflicts between the greenkeeper and the golfer. The staff are aware that the course is there for the benefit and enjoyment of members and visitors, and work programmes are planned accordingly.

To achieve the best possible balance: -

- Staff start early enough to prepare the course by working ahead of the golfers
- Course closures are planned well in advance to ensure that a full course is available.

This has the added advantage of increased productivity, as staff can work without interruption. Additionally, other closures are necessary when preparing for major Club competitions and/or major open events. Our green staff take a great pride in their professional workmanship and their presentation of the course. Golfers can help by a little thought and by the following:  
ALWAYS REPAIR ANYTHING YOU SEE, EVEN IF YOU DID NOT DO IT YOURSELF

- "Please Repair Pitch Marks" This is a continuing problem, particularly after weekend play
- "Please Rake Bunkers" Push the sand towards the bunker faces, do not pull it to the rear. It is no excuse if there is no rake available, a club can always be used
- "Please Replace Bunker Rakes" Rakes should be replaced outside bunkers on the stands provided, with the heads in the air, which reduces the chance of them being struck by a ball to a minimum

- “Please Replace Divots” Whilst not all replaced divots take, a high percentage do and thus help the course recover more quickly
- “Pick up any litter” Take it and discard it in the nearest bin. There is one by every tee
- “Buggies, Electric and Pull Trolleys” Do not take them on to tees, greens, green approaches and surrounds, and between bunkers and greens
- “Keep Dogs on a Lead” Members are only permitted to take dogs on the course on a lead
- “Clean up Dog Dirt” Dog dirt should be collected immediately by the owner and removed from the course, as it represents a Health and Safety hazard whilst grass cutting etc

## 11.2 Complaints

Members and visitors may not, under any circumstances, complain about the conduct of a member of Staff, nor about the state of the Course, to any member of the Green Staff. Any complaint must be made to the Secretary/ General Manager, who will investigate the matter together with the Green Chairman and the Course Manager. If they cannot deal with the complaint themselves, the matter will be submitted to the Green Committee, or Council as appropriate.

## 12. Machinery

The policy of the Club is to purchase, maintain and replace when necessary the best, and most appropriate, range of machinery and equipment for the upkeep of the course.

The Club has invested in a range of specialist machinery and equipment to ensure the continuing high standards of course maintenance. It is essential, therefore, that the Course Manager, in consultation with the Green Chairman, maintains a rolling 10 year capital plan of machinery replacements, additions, repairs and renewals for consideration. This plan should be updated annually, and approved by the Green Committee, Finance and General Purposes Committee and the Council, for incorporation into the Club's overall financial plan.

The Course Manager has a responsibility to keep himself up-to-date with developments in golf course machinery, and to bring his recommendations to the notice of the Chairman of Green, including competitive quotations for acquisition and disposal of machinery.

The Course Manager is also responsible for the maintenance of all machinery in all its aspects, including all health and safety requirements, as well as records of use, preventative maintenance, major servicing, adjustments, etc. He will recognise the heavy investment that has been made out of Club funds, and prudently preserve these investments.

## 13. Irrigation

### 13.1 General.

The overall policy is to use as little water as possible to encourage deeper rooting grasses to predominate. However, almost every season there are times when rainfall is insufficient to sustain grass growth and needs to be supplemented. Water is also needed on demand to wash in fertilisers and other treatments. Therefore a guaranteed water source is essential for the maintenance of a golf course.

## 13.2 Water Supply

The irrigation system is fed from a header tank located next to the Greenshed. The header tank is itself fed off the main water supply.

## 13.3 The System

The irrigation system is inspected and pressurised at 100 lbs/sq. inch under contract in March/April when the danger of frost is past and is drained down under contract in October/November. There are approximately 80 sprinkler heads on the Course, each being individually controlled by a computerised programme in the Course Managers control.

## 14. Financial Control

Long term budgeting: In September each year the Course Manager, in consultation with the Green Chairman will produce a list of machinery, showing performance and notes on any problems that have shown up during the year. This will lead to a definitive spending budget for the next financial year for replacements and repairs, which should be in line with the 10 year rolling budgets. These will then be discussed by the Green Committee, and recommended for approval by Finance and General Purposes, and the Council.

Additionally the Course Manager, in consultation with the Green Chairman, will produce a budget for purchase of fertilisers, chemicals and dressings for the next year.

The Course Manager must not incur any expenditure, unless it is within budget. If any expenditure is required urgently in excess of budget, it must be authorised by the Green Chairman, who will consult with the Chairman of Finance and General Purposes.

Monthly review of actual expenditure, compared with budget, will be made and the Course Manager asked to explain any significant differences. This information will be distributed to all Council Members as a part of the monthly financial information report.

## 15. Ecology

Pleasington Golf Course contains a mixture of parkland and natural heath land within the perimeter of the course. It is an important part of the Policy to preserve the natural habitat of birds, animals and flora on the Course. There are a number of breeding pairs of roe deer on the course. Woodland maintenance will be carried in such a way that it has as little an impact on the natural habitat as possible and encourage wildlife.

Certain animals such as squirrels, rabbits, moles - do damage to the Course, and have to be culled.

Snakes – adders, smooth snakes and grass snakes are to be found on the course. They are all protected species and must not be harmed.

Trees that affect the Course, particularly when overhanging teeing grounds and preventing the growth of grass or heather, or the safety of golfers by obscuring visibility for playing shots safely, may need to be lopped. On some occasions felling may be necessary. This work has to be implemented under the control of the Course Manager, who always has to recognise the

need for tree preservation and to ensure that any tree preservation order is respected. Tree planting will take place where and when necessary, with professional advice sought when conditions require. The Green Committee must approve the felling of any trees. The landlord has shooting rights on the course in accordance with the lease.

Sand quarries on the 6th and 15th holes are managed to encourage wildlife such as sand martins. Care is taken to encourage seasonal flora and fauna, such as blue bells, and daffodils, together with birds and water creatures in ponds and water courses.

## **16. Professional Advice**

Notwithstanding the complete confidence the Council has in the competence and technical knowledge of the Course Manager, it is the policy of PGC to seek opinions and audits from a qualified Agronomist and/or the Sports Turf Research Institute (STRI) at Bingley, at such intervals as are from time to time deemed appropriate. The Agronomist currently nominated is Alistair Beggs of the Sports Turf Research Institute (STRI). He will visit the course once or twice per season, and submit a comprehensive written report, which will be considered by the Green Committee to draw up a suitable action plan.

The Course Manager is also authorised to seek assistance from STRI, for soil analysis or for any questions he may have concerning any abnormal occurrences, such as an invasion of unusual fungi or pests.

Significant alternations may only be made to the architecture of the Course with the approval of Council after consultation with the membership and consideration of comments received.

## **17. Health & Safety**

The Secretary/ General Manager is the Clubs Health and Safety Officer, and co-ordinates all Health and Safety issues throughout the Club. PGC maintains a Health & Safety Policy, which shall be distributed to all members of the greenkeeping staff, together with a comprehensive Risk Assessment policy. The Course Manager is responsible for maintaining and updating the Club's policies relating to greenkeeping issues, in consultation with the Secretary/ General Manager.

The Clubs Health & Safety Consultant Advisor shall make at least one visit per year, and produce a written report on any matters affecting Greens Health and Safety. This will be considered by the Course Manager and the Green Committee to draw up a suitable action plan. All accidents and/or incidents must be reported to officials as soon as possible, for recording into the Clubs accident/incident book.

Players have a responsibility for the Health and Safety of themselves and others whilst on the course. Guidelines are constantly under review.

## **18 Course planner**

PGC are committed to maintain an accurate, quality course planner for sale in the Professional's shop.

## 19. Web Site

PGC are committed to provide comprehensive details of the course via the Clubs web site [www.pleasington-golf.co.uk](http://www.pleasington-golf.co.uk).