

Broughty Castle Bowling Club

ORGANISATION

SENIOR COMMITTEE

PRESIDENT
Ian Spence

TREASURER
Jim Montgomerie

VICE PRESIDENT
Jennifer Stewart

SECRETARY
Les Silver

LADIES PRESIDENT
Eileen Spence

CONVENORS & Supporting Teams

reporting line

COST CONTROL
AUDITOR
Gordon Muir
Cost Reports
ACCOUNTS
Paye/NIC/Wages
Steve Hanlon
Finance Sub-Committee
Ian Spence
Norma Balaney
Les Silver

FABRIC MAINTENANCE
Focal Point
Davy Couper
Team
Jim Montgomerie
Jim Garvie
Norrie Heenan
Willie Neave
Pete Smith
Bill Murphy
Bill Younger
Cleaning
John Finlayson

BAR
Focal Point
John Adam
Team
Jim Christie
Helen Guild
Par Moffat
Jennifer Stewart
Les Silver
Barmaids (2)

SOCIAL
Focal Point
Jennifer Stewart
Team
Dianne Crooks
Mike Crooks
Helen Guild
Shiela Dolan
Bingo
Betty Baxter

LUCKY 4's
Focal Point
Jennifer Stewart
Team
Helen Guild

150th COMMITTEE
Focal Point
Ian Spence
Team
Norma Ballany
Ian Duncan
Dianne Crooks
Eileen Spence
Les Silver
Jim Lorimer
Jennifer Stewart
Jim Montgomerie

MATCH SECRETARY
Focal Point
Brian Morris
Team
Ian Bell (Coach)
Ladies
Anne Alexander

Licences, Payments
Insurances, mail,
Banking, Stationery
Booklets, Lottery

GREEN
Focal Point
Willie Neave
Team
Arthur Crighton
Jim Garvie
Norrie Heenan
Bill Younger
Dave Robertson
Garden
Freda Wood
Betty Duncan
Elsie Younger

CATERING TEAM
Focal Points
Jennifer Stewart
Eileen Spence
Team
Sandra Montgomerie
Elsie Younger
May Robertson
Hilda Sadje
Pat Moffat
Anne Alexander

LADIES COMMITTEE
Eileen Spence
May Robertson
Evelyn Young
Norma Ballany
Anne Alexander

RESPONSIBILITIES

VAT
TAX / NIC
Petty Cash
Wages
FEES
Monitoring of
GAS
ELECTRIC
WATER
BAR Suppliers

REPAIRS
MATERIALS
CLEANERS
INSPECTIONS

STOCK
SUPPLIERS
BAR STAFF
BAR ROTA

FUNCTIONS
GAMES
POOL
Letting

Cost Control
Draws
Pay-Outs
Keep Records

Sponsors
Organisation
Cost Reports
Invitations

FIXTURES
TRANSPORT
COACHING

CONTRACTOR
MATERIALS
Work Parties
Match Prep

STOCKS
FUNCTIONS
SUPPLIERS
CATERER's
Keep Records

BINGO
TOMBOLA
FAYRE
Keep Records