

Staines Bowling Club

Key Rota dates for 2022 season

Week Beginning

25 th April	Eric Moore	18 th July	Tony Burrell
2 nd May	Roy Holdaway	25 th July	Mike Davies
9 th May	Gordon Burn	1 st Aug.	Graeme Hinton
16 th May	Roger Lintott	8 th Aug.	Mike King
23 rd May	Bob Blackett	15 th Aug.	Ian Howes
30 th May	John Smith	22 nd Aug.	Paul Funnell
6 th June	Mike Davies	29 th Aug.	Richard Cosstick
13 th June	Clive Lintott	5 th Sept.	Roger Collins
20 th June	Eric Moore	12 th Sept.	Tony Read
27 th June	John Smith	19 th Sept.	Allan Pilling
4 th July	Ivor Meyrick	26 th Sept.	Graeme Hinton
11 th July	Bill Tierney		

INSTRUCTIONS : As in previous years the keys are to be handed over on a Monday evening. There is a book in the grey cupboard for you both to sign so we know who has the keys at any given time. If you are new to doing green changes, get the person doing the job the week before you to give you a crash course on procedures. There is a diagram on the main board to explain. The gate and clubhouse must be opened by 9.30am at the latest – 7 days a week. Closing times depend on bookings, matches, weather and light levels for the time of year.

Mornings- open the outside gate, using the combination lock and leave it unlocked. Padlock and chain are now fixed to the fence so it doesn't get stolen again. On the main door, unlock the key pad using the bottom lock only.

The rink markers are to be moved daily by 1 mark only – If the weather is favourable I would suggest doing this after the evening session has finished – it may be raining the next morning !

In the evenings please do the following :-

- 1 Make sure that our shed is locked. Make sure that the Council storage is locked. Check that the equipment storage door is locked. Check that the kitchen door is locked and that all kettles and water heaters are turned off.
- 2 Check that the bar light is off and that the door is locked.
- 3 Check that both toilets are empty of bodies and that the lights are switched off.
- 4 All pavilion lights are to be switched off – make sure the outside security lights are OFF as well.
- 5 If the second set of entry doors have been used these need to be locked – using the same security key used for the main door.
- 6 Only lock the lower lock on the keypad door.
DO NOT TOUCH THE KEYPAD OR KEYPAD LOCK AT ANY TIME.
- 7 On the way out lock the main gate next to the stream.

N.B If you need them, the keys for the shed, back door and equipment store are on the bunch of keys on the outside of the keybox in the kitchen.

If there are Staines members playing you may be able to persuade them to lock up for you, but please make sure they know what to do and make arrangements to get the keys back to you.

IF YOU NEED TO CHANGE THE ROTA , PLEASE INDICATE THE NEW ARRANGEMENTS ON THE MAIN BOARD SO WE ARE ALL AWARE OF THE CHANGES.