

City of Bath



Hockey Club

Committee Meeting Monday 1st Sept, 20.15 Kingswood Middle House

Minutes

Present: Tim Graham (TG), Mark Blackham (MB), Simon Sparkes (SSp), Mike Horton (MHo), Kelly Nolan (KN), Trevor Prentice (TP), Dudley Bartlett (DB), Jackie Cole (JC), Shelley Pike (SP), Gordon Opie (GO), Yeng Ping-NG (YPN), Stuart Hares (Sha), Michelle Hares (MHa)Patrick Ost (PO), Allan Curnow (AC), Penny Bromley (PB), Phil Edmonds (PE).

Apologies: Andy Higgs (AH), Tim Sparkes (TS), Chris Gibbs (CG), Melanie Carosi (MC), Nigel Butt (NB)

1. Introduction From Chairman

The Chairman opened the meeting at 20:15.

2. Minutes Of Last Meeting

The minutes of the meeting on 28/7/03 were accepted as a true record

3. Matters arising

MB outlined the following items outstanding from the last meeting:-

Child Protection Courses – To be discussed in development agenda item.

Yeng Refund – Yeng had been approached about refunding the Club £30 for her umpiring course. Yeng was more than happy to pay this and would do so as soon as funds allow.

Ladies Shirts – MB had asked Hannah Browster to write to the Committee but so far no such correspondence had been received.

Specification of training lights – MB had received the specification from Jane Vines and passed them on to Glen Wright to check with the league and/or EH regulations.

Handbook – Final information had been included and proof read. The book should be printed before Saturday 6th September. They will be left in the Captains mail slots at the pavilion.

KN has been in negotiation with Jane Vines at Kingswood School about the post match meals. Kingswood can supply and cook pasties and beans for £1.80. This is a 5p per head saving over Lansdown Tennis Club. It was suggested that perhaps bread and butter could be provided with the extra 5p per head.

TG informed Captains present that first aid kits be returned to MB to be checked and replenished.

GO has located a lockable storage box that can be left at the pitch. The box will be given a combination lock, Captains and coaches will be given the pin, and will contain training equipment and a comprehensive first aid kit. The Club will purchase the first aid kit.

4. Coaching

GO - Everything is organised for the beginning of the coaching sessions. Hugh Salter is covering for Glen Wright whilst he is away on a training course. GO is going to call together all coaches at the beginning of the second week to see how everything went and perhaps fine tune any arrangements based upon the experiences from the first week.

GO said that he is willing to turn the lights on and off for the first few weeks but that he would be in discussion with Jane Vines, requesting that she investigate some other mechanism, such as a timer or a dedicated person from the school staff.

Action

All Captains

MB

PO – the junior coaching starts on Sunday 14th September at 10am. PO stated that NB would be taking over more responsibility for these sessions this year and is therefore now the lead coach for junior coaching. Therefore, TG requested that PO speak to NB to ensure that he attends committee meetings. GO requested that NB liaise with him if he requires any additional coaches for the Sunday sessions.

PO
NB

5. Umpiring

TP informed the Committee that times had not been available early for this seasons fixtures and therefore booking umpires has been a problem. This has now been sorted out. On 11th October the Club would be umpired by an exchange umpire from the Eastern Region.

TP also requested that if any would-be umpires wanted a practice match to umpire before taking the course they should get in touch with him as soon as possible. Hannah Browster was suggested as a possible candidate.

TP mentioned that umpires were a little put out that they were not being formally invited back for post match hospitality. TG reminded Captains that this is included in their Terms of Reference and they should remember to do so in future.

All
Captains

Chris Gibbs had completed the umpiring course and had umpired very effectively several matches since the course but required to be signed off and assessed.

CG and
TP

6. Development and Accreditation

MB began by outlining forthcoming courses that members had been booked on in order to achieve the EH accreditation. These are:-

Child Protection and Good Practice, 6 th Oct:	Nigel Butt, Natasha Miller, Tanya Read
Equity in coaching, 3 rd Nov:	Nigel Butt, Glen Wright, Shelley Pike
A Club for All, 6 th Oct:	Mark Blackham, Dudley Bartlett

Emergency First Aid for all is also available in December and members would have to be identified before the next meeting to attend this course. All of the courses are free to the Club.

MB went on to say that the policy documents written by him would have to be approved by the Chairman and the rest of the Committee before they could be implemented. TG suggested that the files are put on the website so that Committee members could read them before the next meeting. At the next meeting the Committee will then authorise the documents to be released and agree to the implementation of the policies. Copies of the policies were given in writing to the Chairman.

All
Committee
Members

MB had received a new widescreen TV from NB in return for his subscription being waived. This would mean that the Club would get a £400 TV for £150.

MB is in the process of making a shelf for the TV and hopes to get the TV installed in the next week or two. The Committee agreed to pay the Sky fee.

MB

7. Finance and Membership Arrangements

Everyone in the Club seemed to be happy with the scheme in principle and it was working smoothly so far. The only problem is that there was no provision for Committee members to pay by 7 monthly payments. It was decided therefore that they should pay 5 payments of £30 which is £10 lower than previously decided.

DB voiced his concerns over the scheme in regards to mixed hockey. Only 11 or so players are able to be selected for the mixed even though the whole Club has paid for this team. DB suggested that a fee of £3 be paid by mixed players. The Committee decided that there should be no change now to the agreed system but that this should be discussed at the end of the season as part of the review of the new system.

TG mentioned that the scheme had so far no provision for the payment of mileage to players that drive to fixtures. TG offered to calculate the mileage to each Club fixture and therefore the amount of refund for each driver. MHo suggested that each captain be given a float for three drivers for each week. SP suggested that the Captain is given individual cheques for drivers for a month at the monthly Committee meeting. The Committee then agreed that drivers would be reimbursed in arrears on a monthly basis by cheque. Captains would keep a record of drivers and the amounts due. If there are any problems caused by this system these could be addressed at future committee meetings.

TG

8. Social Events

TP extended his gratitude to KN and Mho for their efforts in organising yet another, enjoyable and successful Club Day.

MHo briefed the Committee on the planned social events for the coming season.

20/9	Social Night
18/10	Quiz Night
15/11	Race Night
13/12	Christmas Party
24/1	Social Night
28/2	TBC
20/3	Quiz Night
3 /4	Club Day

The social nights are free and are simply to encourage members from different teams to get to know each other. MHo requested that Captains tell their players about these events. The events are planned for Saturdays after matches from about 5pm-7pm.

MHo and KN had negotiated a good deal with Kingswood School to host the Christmas party. For approximately £16 per head we could hold the event in one of the school's comfortable function rooms with a disco and good fixed menu. The cost of the room hire would be included into the price per head so that the Club is not penalised for a low turn out. MHo asked about the possibility of the Club subsidising the event by paying for the disco, although it is thought that the raffle ticket sales would cover this expenditure. GO mentioned that the school has some disco equipment that could be used. MHo would weigh up the options.

MHo

9. Club Kit and Leisurewear

MB announced to the Committee that the sale of leisurewear had a turnover of £463 from which £255 is profit.

TG told the members that AH intended to take kit orders on a monthly basis and would be purchasing an initial stock of shirts ready for the new season.

JC asked about the possibility of getting new goalkeepers kit. TG requested JC e-mail him with her requirements as he might have some items at home. Any remaining items needed could be purchased through AH

JC

10. Publicity

DB had produced a great newsletter "Cobweb" and distributed at Club Day. The Club Day had also been advertised in the Chronicle and on Bath FM.

DB and MB are going to put together a poster that can be distributed to local schools, colleges and libraries and so on.

JC stated that she would be advertising in the local press, schools and colleges for players and goalkeepers.

DB & MB

11. Discipline

TG wanted to ensure that all Committee members and in particular Captains know the Club policy on discipline. Referring to the Captains Terms of Reference TG told members that any yellow card for dissent or questioning the umpire's decisions would result in the offending player being dropped to the team below for the following week. Any red card would come with a 30, extendable, day Club ban. The existing rule for three yellow cards in one half of the season would again be implemented. There had only been two instances of this rule being invoked last season and it appeared that the policy was having a positive effect on Club discipline.

The disciplinary panel would again comprise of TG, BT and KN.

TP informed the members that umpires believe CoB has a reputation for good discipline.

12. Any other business

Selection will now take place at the pavilion at 6.30pm once GO has discussed the use of the room with Jane Vines. Fitness would follow immediately after at 7pm.

PE and SP stated that they required new balls. TG suggested that they speak to AH.

TG asked that all Captains were to appoint a deputy, on an informal basis, and to inform him and the Committee of their choice as soon as possible.

DB asked the thoughts of the Chairman on having 3 or 4 sets of away strip for the Club to be held by AH. The Committee did not commit to purchasing such shirts since there are already 3 or 4 sets of strip available.

DB suggested that one member of the Club remain a paid up social member of the Tennis Club so that the Club can continue to hold social events there if required. TG informed DB that 4 VPs were all members of the LTC anyway.

DB told everyone that he and MB had put together an idea for a fantasy hockey league but the person that was going to run it had left the Club before it could be implemented. MB and DB would try to get

PE & SP

the scheme running for next season. DB has printed off a list of the Club fixtures on A0 paper and would display it in the pavilion. This would be used in conjunction with an idea from Simon Lloyd to run a weekly sweep on the number of goals scored by the club. This scheme would rely on Captains entering their results on the sheet. PE had offered to make a display case for this sheet and also to make a trophy cabinet for the Club trophies.

13. Date of Next Meeting

The date of the next meeting was set as 6th October 2003.

The meeting was closed at 21:30