

Kettering Hockey Club Executive Committee

Draft Minutes of Meeting Monday 14th December 2020, 8.00pm via online platform Zoom

Present: Jaime Cox (JC), Jean Smith (JS), Kirsty Smith (KS), Neil Manley (NM), Nathan Thomas (NT), Mark Hawkins (MH), Claudia Ringrose (CR).

By invitation: Matthew Bennett (MB) - (for items 1 & 2 only).

Agenda Point	Item	Minutes	Action
1.	Apologies	Barry Coe (BC), Sophie Reynolds (SR).	
2.	Covid 19 – Report from Covid Officer	<p>JC thanked Matthew Bennett for taking over this role from Sophie Reynolds. CR has informed MRHA and NCWHA of this change. SR has contacted EH and East.</p> <p>Covid Officer reported the following:</p> <p>Overview:</p> <ul style="list-style-type: none"> • After lockdown 2.0 (2nd December 2020) Hockey can return to all Tiers • Kettering is in Northamptonshire which is Tier 2; surrounding counties (Leicestershire and Warwickshire are in Tier 3) • We have some members living in Tier 3 areas meaning they cannot train or player with Kettering HC • Updated advice from England Hockey and DCMS for Adult Hockey in Tier 2 is: <ul style="list-style-type: none"> ○ Training and matches can take place. ○ Car sharing is not permitted, meaning that teams must travel individually or in households/bubbles to matches. • No playing of games in Tier 3 areas • This was communicated to KHC members via a news item on 2nd December 2020 <p>Review of processes</p> <p>Following first positive COVID case we have now:</p> <ul style="list-style-type: none"> • Standardised email to members who have been in contact with a member who has tested positive • Identified who the Facilities Managers are at Wrenn and Kimbolton Schools 	

		<ul style="list-style-type: none"> • Contacts for COVID Officers in NCWHA now received • COVID Officer now receiving Training & Match attendance registers <p>Areas of Concern</p> <ul style="list-style-type: none"> • Not all members/players registered on Pitchero therefore cannot be contacted • Guest players need to have signed an England Hockey Participant Agreement and be registered at KHC, even if members/playing elsewhere <p>JC thanked MB for his report. MB to monitor concerns and inform captains & coaches.</p>	MB
3.	Minutes of the last meeting (09/11/20)	Draft minutes approved and signed by JC.	
4.	Matters Arising (not covered by items on the Agenda)	<p>All action points completed. Exceptions or further action required as follows:</p> <ul style="list-style-type: none"> • Donations for MIND - JC has verbally thanked donators JC/CR to write and formally thank them. • GDPR – CR now in a position to chase outstanding signed forms • JC/CR to write to outgoing officers re GDPR. 	CR CR CR
5.	Club Future	<p>MH reported the following:</p> <p>5.1 Hanwood Park</p> <p>5.1.1 CR sent a letter (drafted by MH) to Mr Philip Hollobone MP re application not featuring any astro pitches. Response received; unable to assist but suggested we write to Cllr Scott Edwards, KBC Cabinet Member for Leisure and Cllr Russell Roberts, Leader of KBC. CR written to both. Response received by Cllr Roberts saying he will liaise with Cllr Edwards and get back to us. CR to chase in January.</p> <p>5.1.2 Reddy Nallamilli is the new KBC Planning Case Officer for the Hanwood Park development. Reddy confirmed on 19th November that there had been no progress with the developer’s planning application (that didn't feature any astro pitches) but "the Borough Council is in the process of entering into provisional discussions with the developers planning advisor Duncan Chadwick of David Lock Associates to go through the details of the submitted planning</p>	CR

		<p>application". MH has offered our assistance regarding questions about facilities from a local community sports club perspective and Reddy acknowledged this whilst confirming MH will be included in future progress/updates.</p> <p>5.2 Main Club Development</p> <p>Since the report into making KHC financially stable for the future, the Main Club appear to be keen in exploring opportunities to add value for its KHC members. Recent communication from Notts Sports and England Hockey have highlighted many new ways of clubs accessing finance to support a multi-sports astro. Up to now finance has been the major hurdle for the main club to entertain building an astro pitch on site, therefore Ian and Tom are in the early stages of reviewing the possibility of having an astro on-site. On recommendation from EH, Notts Sports plan to visit the club premises early January to get the ball rolling on a feasibility study from a financial and practical point of view. Although there are many hurdles to jump for such an idea to progress it is a start.</p> <p>5.3 Schools</p> <p>5.3.1 Primary – MH will commence delivering sessions on the 6th January (2 x 1hr slots for 6 wks) and hopes to confirm other schools.</p> <p>5.3.2 Secondary - These schools do not receive a funding for such activity therefore the focus is with Primary Schools at this stage. MH will be able to run sessions if secondary schools can self-fund after school sessions, then I able to take on those sessions.</p> <p>JC thanked MH, in particular for collating the report with the Main Club.</p>	
<p>6.</p>	<p>Correspondence</p>	<p>All - CR confirmed that all correspondence had been circulated to appropriate member of Exec.</p> <p>6.1 NTFC Community Trust – mental health course. Info passed on to Welfare Officer and Covid Officer.</p> <p>6.2 Email received from Jan Randle re:</p> <ul style="list-style-type: none"> - O75s tournament - support required. To be advertised on website. CR confirmed she would be happy to look at organising an inter Club Vets tournament if this could not go ahead. Jan will pass this on to Bill Greenwood. League fixtures may still be playing on this date. 	

		<ul style="list-style-type: none"> - Website has out of date info pack for New Players. CR contacted BC who confirmed new pack will be loaded onto website, but any new direct enquiries were being send the correct pack. - In response to the Main Club, our membership does highlight KSC and might be worth asking the other sections to display their membership forms. <p>CR responded accordingly and thanked Jan for her continued input and comments.</p> <p>6.3 CR informed Kate Metcalfe (captain last season) and Julia Telford that the NCWHA will not be issuing trophies for winners of Div 2 as the season was not completed. Following communication with Julia Telford, CR has again written to NCWHA expressing disappointment that L3 had already won the league when the season was ended, with only one game to play and that they still went ahead with promotion and relegation. NCWHA replied that they would look into the matter again and get back to us.</p> <p>6.4 Response email from Chris Hales (originally wrote to thank him for all his support to the Club upon his retirement from umpiring. CR felt this should be shared with members:</p> <p><i>“Very many thanks for your letter and the kind thoughts contained therein. Personally, I think I should be thanking yourselves and the club for the privilege of umpiring Kettering Men's and Ladies over the last twenty years or so –the club players have always been most appreciative of my efforts and on more than several occasions most tolerant when things didn't go quite to plan.....</i></p> <p><i>As far as I can recall our players were always compliant with the decisions of our umpires and any looks were completely understandable when reviewing a particular incident. All of our teams are an absolute credit to the club and a real pleasure to umpire and socialise with after the game.</i></p> <p><i>Yes, I shall look forward to joining the faithful on the touch line - as I have already done up to on a couple of occasions prior to lockdown - and hopefully join together in the bar after a game.</i></p> <p><i>My very best wishes for the continued success of the club - and its umpires!</i> <i>With kind regards and fond memories, Chris Hales”</i></p> <p>6.5 Concern was raised over access to emergency telephone numbers in the event of injury to any player. NM requested whether the Manager App would be able to provide this, access to the information, signature requirements for this. CR to raise with BC.</p>	<p>CR/BC</p>
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7.	Treasurer Report	<ul style="list-style-type: none"> KS circulated the Treasurer’s report to the Exec prior to the meeting (including Monthly Management Account Report to 30th November, Bank Statement for November 2020) and Management Account Report forecast for the remainder of season 20/21. <p>7.1 Actual Income</p> <ul style="list-style-type: none"> 7.1.1 Income received during November as expected. 7.1.2 Income received from March Hockey Club re cancelled match. 7.1.3 Fitness / Indoor Training funds received from Jan Randle. 7.1.4 Donations received towards MIND printing. <p>7.2 Actual Expenditure</p> <ul style="list-style-type: none"> 7.2.1 Only affiliation fee paid to date for Ladies 1’s. 7.2.2 Entry fees for senior & junior cup competitions paid. All senior competitions have been cancelled and entry fees to be carried forward to 21/22 season. 	
8.	Senior Performance	<p>Due to lockdown NM circulated a very brief Senior Performance report to the Exec prior to the meeting. NM confirmed the following:</p> <p>Highlights</p> <ul style="list-style-type: none"> We're back playing, so that's a plus! <p>Challenges</p> <ul style="list-style-type: none"> We need to work harder to promote promising young players through the Ladies teams - NM will join the next captains' selection meeting - likely to be in early January Don is struggling to commit the time needed to captaincy due to work commitments. NM will see if there is someone else in the M5 who can help. Shaun has also offered to help where he can. Due to the backlog of fixtures the season will be extended and fixtures will run to 24th April 2021 	<p>NM</p> <p>NM</p>
9.	Junior Academy	<p>Due to lockdown NT circulated a very brief Junior Academy report to the Exec prior to the meeting. NT confirmed the following:</p> <ul style="list-style-type: none"> Junior Academy Day has been re-arranged for 10th January 2021. NT has had lots of parents say their child is really keen to attend through Pitchero 	

		<ul style="list-style-type: none"> • Training to restart on the 4th January 2021; Bishop have confirmed that the School will be open 	
10.	Operations	<ul style="list-style-type: none"> • SR confirmed prior to the meeting that there was nothing to report. • The Exec expressed their thanks for Sophie’s input to the Club as Operations Chair, Covid Officer, umpire and player - she will be missed! A card has been sent to Sophie by the Exec on behalf of the Club. • In the absence of an Operations Chairperson – <ul style="list-style-type: none"> - Lee Paris will continue to organise umpires - Communication will continue to be covered by BC and Grant Carlin - Pitches will continue to be covered by NT - Socials – on hold - Kit will continue to be covered by JC and BC. <p>BC to organise return of shirts for logo to be added BC to advertise TGI equipment on website</p>	BC BC
11.	Other	<p>11.1 Welfare & Safeguarding & DBS KS has completed three new DBS forms and chasing one or two others. Some are due to expire in September 2021.</p>	
12.	Proposals from Sections	None - only absolutely essential items to be purchased (e.g. Covid related essential items, H&S essential items)	
13.	AOB	<p>13.1 Clubmark – Development Plan BC confirmed this is ongoing, on track to complete on time</p> <p>13.2 All other items – no further items.</p> <p>13.3 JS thanked the Exec for all their hard work and wished all members a Happy and Safe Christmas. (BC to post a message on the website)</p>	BC BC
	Close	Meeting closed at 22.00	
	Date of next meeting	Monday 11th January, 8:00pm, via Zoom	