



## Kettering Hockey Club Executive Committee

### Draft Minutes of Meeting 1<sup>st</sup> March 2018 via online meeting app

Item	Minutes	Action by	Actioned
<b>Present</b>	Jaime Cox (JC), Barry Coe (BC), Claudia Ringrose (CR), Mark Hawkins (MH), Amy March (AM) Liz Metcalfe (LM), Tom Sellers (TS)		
<b>Apologies</b>	Jean Smith (JS).		
<b>Matters Arising</b>	9.10 occasional potential hacking requests to join website, but we have denied these.		
<b>1. Feedback of actions from previous minutes</b>	1.1 See actioned set of minutes as circulated. 1.2 JC signed as correct		
<b>2. Junior Academy Report</b>	2.1 <b>Junior Head Coach</b> - Andy Sellers has agreed to take up this role. MH will be going through next steps and planning over the coming weeks. 2.2 <b>Boys &amp; girls U12 Regional Qualifier</b> taking place Sun 18th Feb but with only 2 x teams from both (KHC & Saints for girls and Long Buckby & Saints for boys), so both will go through. 2.3 <b>Saints U12 boys</b> playing KHC U14 afterwards in a friendly 2.4 <b>U10 Qualifiers</b> on 25th Feb, hosted at Saints but KHC doesn't have a boys team due to low numbers - development required 2.5 <b>Schools</b> - Eddie still increasing reach into schools (St Andrews - a good mix of girls & boys and Corby schools - mostly girls) 2.6 <b>Chair role</b> - BC to put this on website in 2-3 weeks and ask for volunteers 2.7 <b>Junior presentation evening</b> set for 27th April - please promote in media wherever possible	<b>BC</b>      <b>LM/AM/BC</b>	

<p><b>3. Senior performance Report</b></p>	<p><b>3.1 Men's Section Report</b></p> <p>3.1.1 <b>1st Team:</b> Promotion still on the cards and in our hands, we must win all remaining games</p> <p>3.1.2 Youngsters continue to be integrated:</p> <p>3.1.3 Recently suffered injuries to older players so better game management is required to ensure wins for the remaining games</p> <p>3.1.4 Further improvement required on positional and structural play required to help polish the team performances</p> <p>3.1.5 Training - numbers have dropped off since poor weather and injuries have occurred.</p> <p><b>3.2 2nd Team:</b></p> <p>3.2.1 No report received yet.</p> <p><b>3.3 3rd Team:</b></p> <p>3.3.1 Currently 2nd in the division</p> <p>3.3.2 Settled team and playing well together</p> <p>3.3.3 Youth doing well</p> <p>3.3.4 Training is good however attendance dropped off - 16 is the norm</p> <p><b>3.4 4th Team:</b></p> <p>3.4.1 No longer bottom of the table</p> <p>3.4.2 Morale is good and starting to play with better structure, defending better and scoring goals</p> <p>3.4.3 Developing a core of 8-9 players available most weeks</p> <p>3.4.4 Crunch game is 17th March v Ely 3's - this will be the decider on who finishes bottom</p> <p>3.4.5 Overall huge improvements since Christmas</p> <p><b>3.5 Ladies Section Report</b></p> <p><b>3.6 Ladies 1sts</b> – performing as expected.</p> <p><b>3.7 Ladies 2nds</b> – if not unexpected points deducted then likely to finish 2<sup>nd</sup> but still could beat Daventry and finish top. Shez to speak with team regarding their wishes about promotion and likely</p>		
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	<p>commitment across the club to support this. County/Midlands would need to be advised by Easter. Club also to consider umpire pool issue.</p> <p>3.8 <b>Ladies 3rds</b> - CR stated priority is for 3rds to stay up.</p> <p>3.9 <b>Ladies 4ths</b> – Doing well, Eddie working well with the 2 captains. Eddie speaking about potential 5<sup>th</sup> team. Committee have discussed the possibility but have concerns regarding the consistent availability of players within the club to fulfil these fixtures. Ladies section to explore next season possibility of friendlies on a Sunday providing it doesn't clash with other fixtures e.g. County / junior etc.</p>	<p><b>CR</b></p>	
<p><b>4. Operations Report</b></p>	<p>4.1 <b>Quiz night</b> a success! Total raised was approx £410.</p> <p>4.2 <b>Race Night</b> raised approx £440, some money outstanding.</p> <p>4.3 <b>Awards dinner:</b> Bishop Stopford award being procured by Jan. Guests confirmed are JHP 2, Sian no. Jim Lyons (ET) said no initially but has changed his mind and is now coming. WSS 2 and Nathan Smith.</p> <p>4.3.1 Will look further into doing a slideshow.</p> <p>4.4 <b>Shirts</b> Have not heard any more from Neil regarding shirts.</p> <p>4.5 <b>Bobble hats</b> No further info on bobble hats proposal. No further action on this, remove from proposals list.</p> <p>4.6 <b>Scoreboard</b> - temporary solution in place although not ideal. Will look into getting a printed scoreboard and put a proposal in before next season.</p> <p>4.7 <b>Email addresses:</b> current list</p> <p>4.7.1 chair@ - Jaime</p> <p>4.7.2 secretary@ - Bibby</p> <p>4.7.3 treasurer@ - Tom</p> <p>4.7.4 webmaster@ - Amy</p> <p>4.7.5 facebook@ - Amy</p> <p>4.7.6 photos@ - Amy</p> <p>4.7.7 seniorperformance@ - Claudia</p>	<p><b>AM</b></p>	

	<p>4.7.8 junioracademy@ - Mark          4.7.9 vicechair@ - Barry          4.7.10 nominations@ - Bibby          4.8 LM requested to add welfare@ email address. AM to do this.          4.9 <b>Website</b> is hovering between 8th and 12th on the Pitchero rankings for hockey clubs. Great work Barry!          4.10 <b>Funds raised</b> - £2379 fund raised to date! Great work everyone. Latest projection is around £2800.          4.10.1 Discussed what is classed as fundraising, decided that silverfx cash back to be taken out of fundraising but leaving in old kit in fundraising pot. 2 for 1 kit offer should be bank rolled by the club.</p>	<p><b>AM</b></p>	
<p><b>5. Treasurer report</b></p>	<p>5.1 <b>Balance</b> - TS reports slight increase in balance from previous meeting.          5.2 <b>Annual Subscriptions</b> – TS updated lists. TS to email all captains to thank them for their help in collecting and chasing subs.          5.3 <b>Coaching costs</b> – TS and CR discussion ongoing.</p>	<p><b>TS</b> <b>TS/CR</b></p>	
<p><b>6. Development plan / progress vs strategy</b></p>	<p>6.1 <b>Development plan</b> – CUD Umpire course – JC has said not this season to David Elworthy due to timing issues. JC to follow up next season. BC reports that development plan is updated as things happen and is up to date as it can be.          6.2 <b>Discipline Policy and appeals procedure</b> - Disciplinary appeals committee, suggestion that we approach someone from another club/external person. Suggestion that we approach Andy Dale about us being Saints appeals committee and theirs being ours. Suggestion to apply a £40 admin cost to appeal.          6.3 <b>Succession planning</b> – Mark Hawkins (Juniors). Louise Storey. Tom Sellers. All ongoing.          6.4 <b>Discussed about when is a member not a member.</b> – Discussed various options for those who do not play and therefore do not pay membership to the main club. There is a £10 main club social</p>	<p><b>LM</b> <b>TS</b></p>	

	membership which exists. TS to put a document together to create a discussion around this and circulate for comments / ideas		
<b>7. Correspondence</b>	<p>7.1 <b>Proposal sent to East</b> – MH reported that the response is the East is not willing to go ahead with any proposals we have put together.</p> <p>7.2 <b>World cup forum</b> – LM &amp; TS attended 28.02.18. Discussed plan for proper co-ordination of world cup co-ordinator role and team to advertise and plan world cup legacy e.g. socials, Back to Hockey etc. AM to contact her sub-committee for volunteers. LM happy to be part of team. CR also happy to attend 1<sup>st</sup> meeting to provide information about primary schools access.</p>	<b>AM</b>	
<b>8. Proposals from sections</b>	<p>8.1 <b>Face masks</b> now paid for ref TS. Face masks arrived and each team has 2 each.</p> <p>8.2 <b>EX4-OP2-AM-15.07.17 – Umpire radio mics</b> – JC has paid for umpire mics and has invoice which will be forwarded to NCWHA via CR. Sarah Blason has spoken with treasurer to reimburse JC. Further discussion needed about who will insure them and be responsible for keeping them safe.</p> <p>8.3 <b>EX2-SP2-CR-13.07.17-v2 - Mens summer 7's</b> – Proposal resubmitted for further discussion. Internal only. Plans for May/June/July time. TS reported that access to school pitch and booking will need to be checked. TS also reports summer hockey should never have any impact financially on the club. BC to put on website to gauge who is interested. Discussed that summer 7-a-side players who do not play during the season (e.g. those who are at Uni) will need to pay some sort of annual sub. TS/CR to discuss what this annual sub should be for summer league players only</p> <p>8.4 <b>EX13-OP10-TS-20.01.18 – Umpire Shirts</b> – Proposal submitted by TS from Claire Jones. Discussed that once an umpire does a certain number of games they would 'qualify' for a club funded umpire shirt. Qualifying number of games set at 10. 10 games do not need to be done all in one season, will roll on from records started in</p>	<p><b>JC</b></p> <p><b>TS/CR</b></p> <p><b>LM</b></p>	

	<p>September 2017. Once they have done another 10 they would qualify for a second shirt. Umpires can upgrade if they wish to a jacket but difference in cost would be down to them. LM to ask JR the exact costs of an umpire shirt and a jacket. Aim to have in place for qualifying umpires by start of next season.</p> <p>8.5 <b>EX14-OP11-AM-19.02.18 – Dugouts</b> – Proposal submitted by AM from Jan Randle. BC reports Spalding have a similar set up already, they suggest that mesh around the sides as solid sides catch the wind and rip easily. Further suggestion to purchase a few garden chairs to sit on so that we do not sit on the back of the goals and potentially. JC signed off proposal in principle, exact details to be confirmed.</p>	<p><b>BC</b></p>	
<p><b>9. Any other business</b></p>	<p>9.1 <b>Postponed matches</b> - All home games have been cancelled this Saturday due to the snow. TS has contacted all captains and Claire Jones about the umpires to make sure everyone is aware. TS reports backlog of fixtures is building up, may need some Sunday fixtures.</p> <p>9.2 <b>Umpire payment</b> - TS to follow up an outstanding umpire payment. BC to chase up account details from the umpire.</p> <p>9.3 <b>Club Trophies</b> - Need to start getting club trophies back. LM to ask JR for list of last years trophy winners and contact captains.</p> <p>9.4 <b>Club award nominations</b> - LM to email about nominations for main club awards for membership to nominations@ email address. LM to contact JR about timescales for engraving.</p> <p>9.5 <b>Goalkeeper coaching</b> – Feedback very positive. To build in to next seasons budget. BC and TS discussed some funding for equipment to continue training.</p>	<p><b>BC/TS</b></p> <p><b>LM</b></p> <p><b>LM</b></p>	
<p><b>10. Items for future</b></p>	<p>10.1 Training night / configuration review for next season</p> <p>10.2 Captain and coaches changes for next season</p> <p>10.3 Annual subs collection &amp; insurance implications</p> <p>10.4 New player policy</p>		



	10.5 Coach education 10.6 GDPR regulations / membership database streamlining 10.7 Head coach ongoing 10.8 Online/electronic payments 10.9 CUD course (JC) <b>10.10</b> Jan 2020 start Clubmark renewal		
<b>11.</b>	<b>11.1 Meeting closed at 21.40</b>		
<b>Date of next meeting</b>	<b>Tuesday 27<sup>th</sup> March 2018 at 7.30pm – At the clubhouse. LM to check clubhouse free</b> (Section reports, proposals and update on actions to be submitted to LM by 20 <sup>th</sup> March 2018)	<b>LM</b>	