

Kettering Hockey Club Executive Committee

Minutes of Meeting Monday 9th November 2020, 8.00pm via online platform Zoom

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

Agenda Point	Item	Minutes	Action
1.	Apologies	None	
2.	Minutes of the last meeting (12/10/20)	Draft minutes approved and signed by JC.	
3.	Matters Arising (not covered by items on the Agenda)	<p>All action points completed. Exceptions or further action required as follows:</p> <p>4.2 CR contacted NCWHA re L3 trophies for winners of Div 2 last season. No trophies will be issued as the season was not completed. There will be no league fees this season. CR to inform Kate Metcalfe (captain last season) and Julia Telford who is on the NCWHA.</p> <p>5.1.3 Donations for MIND - JC has verbally thanked donators JC to write and formally thank them.</p> <p>5.4.2 KS has check the insurance policy regarding insurance for coaches. Coaches who are not members of the Club are covered by the Club's insurance as along as they are coaching with the Club's permission. NM to pass this information on to Andy Sellers.</p> <p>5.4.3 KS to write to charities and issue cheques accordingly.</p> <p>10.2 GDPR – CR still awaiting list of sub-committee members who have been sent a form in order to complete files and chase up any outstanding form. JC/CR to write to outgoing officers re GDPR.</p>	<p>CR</p> <p>JC/CR</p> <p>NM</p> <p>KS</p> <p>ALL</p> <p>JC/CR</p>

4.	Correspondence	<p>4.1 CR confirmed that all correspondence had been circulated to appropriate member of Exec.</p> <p>4.2 CR contacted TS and confirmed Clubhouse keys from Bibby now passed on to BC.</p> <p>4.3 JC received email from TS stepping down as DBS officer. TS will complete those already in progress. KS agreed to take on this role. JC to inform TS and ask him to liaise with KS.</p>	JC
5.	Treasurer Report	<p>KS circulated the Treasurer’s report to the Exec prior to the meeting (including Monthly Management Account Report to 31st October and Bank Statement for October 2020).</p> <p>5.1 Actual Income</p> <p>5.1.1 Income received during October as expected.</p> <p>5.1.2 Comparison to 2019/20 season shows the only difference in income for season to date is the loss of the JCD income</p> <p>5.1.3 Fundraising / Charity Income relates to sale of pens.</p> <p>5.1.4 Donations received towards MIND printing.</p> <p>5.2 Actual Expenditure</p> <p>5.2.1 Only affiliation fee paid to date for Ladies 1’s.</p> <p>5.2.2 Entry fees for senior & junior cup competitions paid.</p> <p>5.3 Actions to be undertaken in November 2020</p> <p>5.3.1 Cash flow forecast to be revisited to reflect the position should no further hockey be played this season.</p> <p>5.3.2 Review membership payments with regard to payment to Sports club: – How much and when do we pay this? –What happens if no further hockey played, will members want refunds etc?</p> <p>5.3.3 Reminder to be posted on the website for members to purchase online through Easyfundraising.</p>	<p>KS</p> <p>KS</p> <p>BC</p>

		5.3.4 200 Club – KS has all the relevant information. However, should we prefer for this to be run by someone outside the Exec. CR to ask Jan Randle.	CR
6.	Covid-19	<p>Covid Officer (SR) reported the following:</p> <p>6.1 Awaiting instructions from EH with regards to return to play. If we return to stage 2 then we could look to possibly staging an interclub tournament. KS commented that Bishop may not be available.</p> <p>6.2 SR to search for a replacement Covid Officer as she will be moving away after Christmas. Exec suggested Matt Bennett. SR to approach Matt Bennett. SR to confirm the Covid Officer reports direct to the Exec.</p>	SR
7.	Senior Performance	<p>NM circulated the Senior Performance report to the Exec prior to the meeting. NM confirmed the following:</p> <p>Men</p> <p>Highlights</p> <ul style="list-style-type: none"> • The good juniors have been identified and are being pushed through the teams • Shaun and Alex have done a great job in this and have been really enthusiastic • M1 team remain the only team in the league to be unbeaten and should be in the mix for promotion at the end of the season • M4 good mix of youth and experience and challenging for promotion • More experienced players starting to become available to help M5 <p>Challenges</p> <ul style="list-style-type: none"> • M2 have had a baptism of fire in their league, however they have played some of the stronger teams • Similarly, M3 have struggled a bit but the fixture list has not been kind - next few matches will hopefully see more points gained • Ollie has been struggling to deal with communications, but luckily MH has stepped in to help <p>Ladies</p> <p>Highlights</p> <ul style="list-style-type: none"> • Teams looking balanced in terms of youth vs experience. Few more youngsters been promoted to L2s • More experienced players starting to become available to help L5 • Regularly fielding five teams and helping youngsters to develop. Most having at least 14+ players to select from each week 	

		<ul style="list-style-type: none"> Two ex-players, Emma Robinson and Sienna McNeil, have re-joined and returned to play. <p>Challenges</p> <ul style="list-style-type: none"> Teams have settled now with captains all in place. Morale seems good, although results have not been as good. All teams struggling to find form Bit of a transitional season before restructure next year <p>Coaching</p> <ul style="list-style-type: none"> Men’s training on Tuesday was getting overcrowded but settled down now The second wave of good juniors are now coming to Men’s Wednesday night training Good attendance at Ladies training Now seeing results of Rob Mahony and Mark Hawkins’ coaching for L4/5; some good youngsters now ready to move up to higher teams. <p>Fitness</p> <ul style="list-style-type: none"> In the absence of indoor facilities, members continuing with their own fitness or following Mike Crane’s fitness sessions on zoom. 	
8.	Junior Academy	<p>Junior Academy report circulated to the Exec prior to the meeting. NT confirmed the following:</p> <p>8.1 Training Solidly 40+ individuals attending training each week. Pretty much all members have paid training fees and membership. Going exclusively online with the subscription fee model has worked well this year. Chasing peoples email accounts is a lot more effective than trying to catch them at the gate. Fingers crossed everyone returns in December.</p> <p>8.2 Fixtures – still no matches or plans to when matches will be run. Will try to organise inter club fixtures for a Sunday morning when play returns to normal.</p>	
9.	Operations	<p>Operations report circulated to the Exec prior to the meeting. SR confirmed the following:</p> <p>9.1 Socials/Fundraising Has been difficult to organise anything even virtually. Will review.</p>	SR

		<p>9.2 Umpires</p> <p>We have lost Chris Hales, Ben Mayes, Toni H only will umpire if absolutely necessary, Ives Lai, plus those who have gone to university. The Club needs to rebuild and recruit more and consider a way to get more ladies into umpiring. Possibly putting a requirement of a certain number of ladies being "selected" to umpire ladies' fixtures? Improving the number of female umpires has been on the development plan for a few years but numbers are dwindling. Exec agreed to review this</p> <p>9.3 Pitches</p> <p>9.3.1 All has been running smoothly. There was an issue with March not turning up a couple of weeks ago to their own 'home game' at Wrenn. March confirmed they had contacted the captain via the Contact Us form on Pitchero. The captain did not receive this message. East league has confirmed we can charge them for this pitch. BC to review the Contact Us form.</p> <p>9.4 Communications</p> <p>9.4.1 Website – since the start of lockdown 2 we have moved to No 5 in the Pitchero hockey ladder.</p> <p>9.4.2 Instagram – now has more followers than KTFC.</p> <p>9.4.3 Facebook – increased 449 likes.</p> <p>9.4.4 Twitter –Twitter mentioning Website.</p> <p>9.4.5 Newspaper – getting full page coverage.</p> <p>9.4.6 Newsletter – Exec agreed to wait.</p> <p>9.4.7 WhatsApp – whilst used by all teams, this is not an official club communications channel. Information will still need to be shared on other medias for non-playing members.</p> <p>9.5 Kit – continued good relationship with Printable Promotions.</p> <p>9.6 Need to find a replacement for Operations Chair with SR leaving.</p>	<p>ALL</p> <p>KS BC</p> <p>JC/BC</p>
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10.	Other	<p>10.1 Welfare & Safeguarding Nigel has requested a ‘be kind’ message to be posted on the website as a reminder to all players about feeling valued.</p> <p>10.2 Hanwood Park Development Update - MH confirmed that a letter has been sent to our MP Mr Philip Hollobone, cc to Clr Jelley re the Planning Application. Await reply. However, MH has heard back from the council that Louise Haywood has been appointed the new case officer.</p>	BC
11.	Proposals from Sections	<p>11.1 Review of OP20 on hold.</p> <p>11.2 Exec agreed only absolutely essential items to be purchased (e.g. Covid related essential items, H&S essential items)</p>	
12.	Club Future	<p>JC and MH confirmed the following action plan:</p> <ol style="list-style-type: none"> 1. Report currently being collated, awaiting answers from various sources. 2. Each comment will be documented with a KHC reply and a KSC reply. 3. Additional information to be added, such as finance and comparisons with other clubs. 4. Report to be circulated to Exec for approval prior to sending to members. 5. Report to be circulated to members. 6. Members will be asked to forward any comments to @secretary 7. Continue with any other dialogue with KSC as normal. 8. Continue to attend KSC meetings as normal. 9. Assess all comments and replies from Main Club and decide what/if we ask members to vote. <p>KSC have confirmed that there will be no reduction in membership fees as requested by KHC.</p>	
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>	BC
	Close	Meeting closed at 22.25	
	Date of next meeting	Monday 14 th December, 8:00pm, via Zoom	