

Kettering Hockey Club Executive Committee

Draft Minutes of Meeting Monday 8th November 2021, 7:30pm, at Clubhouse

Present: Jaime Cox (JC), Barry Coe (BC), Jean Smith (JS), Kirsty Smith (KS), Nathan Thomas (NT), Phil Rowbotham (PR), Neil Manley (NM), Claudia Ringrose (CR).

Agenda Point	Item	Minutes	Action
1	Apologies	Matt Bennett	
2.	Covid 19 – Report from Covid Officer	<p>Covid Officer (Matt Bennett) actions over reporting period Following reporting of positive Covid cases emails have been sent to Hockey Club Exec, all members, Bishop Stopford School (if applicable) and opposition teams (if applicable). We've been advised by one club who have informed us of one of their players testing positive. This was notified to the KHC team.</p> <p>Covid Officer recommendations</p> <ul style="list-style-type: none"> • Plan safe, fun, friendly and local return to hockey • Regularly remind playing/officiating members to advise Covid Officer if they become Covid positive • If we are notified of an opposition positive Covid Case, Covid Officer to as team captain to inform players. Similarly, in the case of a home game notify Umpire Co-Ordinator, Bishop Stopford School and Sports Club as appropriate. 	
3.	Minutes of the last meeting (11/10/21)	Draft minutes of meeting approved.	
4.	Matters Arising (not covered by items on the Agenda)	Action points completed unless stated elsewhere on the agenda.	
5.	Correspondence	<p>CR confirmed that all correspondence had been circulated to appropriate member of Exec, Welfare and Covid Officer. New member enquiries passed on to BC (cc NM or PR).</p> <p>5.1 EH November Club Forums – Recruiting Adult Players forum on 8/11 and 18/11; Recruiting Junior Players forum on 9/11 and 15/11. Exec members to express interest if able to attend.</p> <p>5.2 Northamptonshire Sport – Crowdfunding Webinar – forwarded to MH.</p> <p>5.3 Email from Wolton Hockey Club, Gloucestershire – Persimmon Home Building Futures Fund. Reached the final stage for funding, need us to publicise to support their cause. CR passed to BC</p>	<p>All</p> <p>BC</p>

		<p>5.4 Email from Main Club – statement re disability. CR to inform TS no changes or additions from hockey required.</p> <p>5.5 Email from Jan Randle – re gift for fitness training. Approved by Exec, other item added, to be left in Sports Centre. CR to inform Jan.</p> <p>5.6 Email received from Pelicans re L1 fixture – warning of traffic issues re FA Cup fixture. CR informed Beth, cc Mandy.</p> <p>5.7 JC received email from Tom Sellers, no-one informed him that the L3 fixture on 30/11 had been cancelled, therefore clubhouse and bar open unnecessarily incurring staffing costs. NM to inform captains to advise TS direct if fixtures are cancelled. NT to send updated fixture times to NM and TS.</p> <p>5.8 Email from Tom Sellers requesting copies of Hockey AGM minutes for the past two season. CR to send.</p>	<p>CR CR</p> <p>NM</p> <p>NT CR</p>
<p>6.</p>	<p>Report from Treasurer</p>	<p>KS circulated the Management Account Report up to 31st October 2021 and the Bank Statement for October 2021. KS reported the following:</p> <p>6.1 Actual Income</p> <ul style="list-style-type: none"> Income received during October as expected <p>6.2 Actual Expenditure</p> <ul style="list-style-type: none"> Hire of facilities in October 2021 not paid yet as payment not due until 20th November 2021 Affiliation fees and insurance paid in full for 2021/22 season Coaching costs up to 31st October paid in full Umpire, refreshments and petrol reimbursement not yet processed Operational expenditure relates to cost of coaching course for Adam Mills <p>6.3 Actions to be undertaken in November 2021</p> <ul style="list-style-type: none"> Membership payment to be sent to Main Club by 30th November 2021 DBS to be reviewed in full <p>6.4 JS raised £155 from sale of pens. Requested this be sent to MIND. KS to arrange. Exec thanked JS.</p> <p>Questions: JC – Are we on track with finances? KS – Yes, however the bank balance includes match fees paid upfront (mainly from Men) CR – How many match fees do players pay if playing more than one game? KS – Only one.</p>	<p>KS KS KS</p>

		KS and BC will look if/how things can be streamlined next season.	KS/BC
7.	Report from Senior Performance	<p>NM reported the following:</p> <p>7.1 Men</p> <ul style="list-style-type: none"> • Plenty of players on paper but availability poor • Fielding five teams most weeks but often with doubling up • Waiting on a few 12 year olds to become 13 between now and Christmas • Risk that we may have to pull M5 from the league reduced a little • Could do with more 15-18 year olds from Bishop (or elsewhere) • Good co-operation and flexibility between most captains • Results for M3 have improved recently • Need GKs moving forward <p>7.2 Ladies</p> <ul style="list-style-type: none"> • Results for L1, L2 & L3 very good • Squad selection still needs to be finalised/updated • Plenty of players on paper but availability poor • NM concerned that there is too big a gap in quality between L3 and L4 <p>Exec queried if ladies are happier playing in East. NM believes they are.</p> <p>NT wondered if L4 could play in Development League in Midlands. The current structure in the East is one Development league covering the entire area. Ideally need an 'East' and a 'West'. BC to table a proposal and sent to JC to discuss with David Elworthy.</p> <p>Exec to come up with ideas on how to engage parents of juniors playing in senior teams – particularly in the ladies' as juniors do not return to the clubhouse for refreshments.</p> <p>7.3 Fitness</p> <p>CR requested clarification re insurance for non-members attending fitness sessions on Main Club ground. CR to ask TS.</p>	<p>BC/JC</p> <p>All</p> <p>CR</p>
8.	Report from Junior Academy	<p>PR reported the following:</p> <ul style="list-style-type: none"> • Numbers have stabilized to fairly low levels following the half-term break. This is common to many hockey clubs possibly due to juniors moving to other activities. • On a positive note the U8/10s morning went well on Sunday at Bishop.as we held a round robin mini tournament of 6 teams, with 4-a-side. Thanks to Scott for mainly organising the event on the day 	

		<ul style="list-style-type: none"> • Same day hosted a Midlands U12s tournament with us and 3 other clubs. It was a mix of 6/7 a-side with and without keepers. The other clubs appreciated our efforts and commented on how well it was organised. • PR will put out a timetable of Sunday fixtures as they have just been released • PR to email parents to move their children into the correct groups on Pitchero 	PR PR
9.	Report from Operations	<p>NT reported the following:</p> <p>9.1 Pitch Bookings/Fixtures</p> <ul style="list-style-type: none"> • No issues <p>9.2 Umpires</p> <ul style="list-style-type: none"> • Online course retweeted by KHC Twitter Account. Need to promote heavily given we have two assessors within the Club <p>9.3 Kit</p> <p>JC previously emailed new kit. To be promoted on social media. NM queried if we can get things in another colour . Umpire shirts – BC to sort out who is owed one and place the appropriate order</p> <p>9.4 Socials</p> <ul style="list-style-type: none"> • Beetle Drive raised £60, usual attendees. Comments that members not aware that this event was taking place. Perhaps members are ignoring messages from Pitchero. • Need to promote in many different ways, without putting a further burden on captains. Suggestion to use information pages for each section, put posters up at Bishop, tag information on match reports, nominate social reps? • Christmas – next social Saturday 11th December, get together at Clubhouse • Awards Dinner –Saturday 14th May 2022, CR liaised with Ritz, Desborough who can now host this event. Exec agreed via email prior to the meeting. CR to put proposal together for NT/KS to agree and NT to sign. Need to sort out advertising and ticketing nearer the time. For now, post a ‘Save the date’ on the website CR to invite Chris Hales, <p>9.5 Media</p> <ul style="list-style-type: none"> • All in use, nothing further to report. <p>9.6 O75s – Ancients & Aspirants - No response to request for volunteers to form a group of helpers. JC to send email to regular helpers to drum up support. KS to look at entrance form.</p>	BC BC NT CR/NT BC CR JC KS

10.	Club Development	<p>JC informed the Exec that Mark Hawkins has stepped down as Club Development Officer. However, he will still be around to act as a sounding board. Mark has written a job description and passed on to JC. JC to put out an advert for new Club Development Officer. The Exec wished to minute their thanks and gratitude to Mark for all his hard work.</p> <p>10.1 KLV – nothing further to report, need to keep knocking on the door at the council. 10.2 Hanwood Park – nothing further to report, as above 10.3 Hockey in Schools – still needs to be organised 10.4 Funding – applications for funding ongoing 10.5 Main Club –Not enough for a Quorum at last Main Club meeting so focused on day to day business. We are awaiting decision whether membership will be kept at £60 and for how long..</p> <p>Saints have voted to move from Birchfield Road to Brixworth Cricket Club for refreshments, socials, etc. No payment/membership fee required to use the Brixworth facilities.</p>	<p>JC</p> <p>JC</p>
11.	Other	<p>11.1 Welfare & Safeguarding & DBS</p> <ul style="list-style-type: none"> • Nigel booked on a Safeguarding course on 23/24/ November 2021 • CR to speak with Nigel re assisting with Welfare & Safeguarding <p>11.2 Clubmark</p> <ul style="list-style-type: none"> • Ongoing 	<p>CR</p> <p>BC</p>
12.	Proposals from Sections	No proposals received. Proposal for Awards Dinner to be circulated for next meeting.	CR
13.	AOB	<p>13.1 GDPR – CR to collect signatures for Confidentiality Agreement for this season 13.2 200 Club - JS queried if this will go ahead. KS has this on her agenda to explore further</p>	CR
	Close	Meeting closed at 10:00pm	
	Date of next meeting	Monday 13th December 2021, 7:30pm	