



## Kettering Hockey Club Executive Committee

### Draft Minutes of Meeting 25<sup>th</sup> March 2019 7.15pm KHC Clubhouse

Item	Minutes	Action by	Actioned
<b>Present</b>	Jaime Cox (JC), Claudia Ringrose (CR), Mark Hawkins (MH), Amy March (AM), Barry Coe (BC), Liz Metcalfe (LM), Jean Smith (JS), Matt Bennett (MB)		
<b>Apologies</b>	None		
<b>Matters Arising</b>	None		
<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 MH has outlined junior strategy, will submit at future meeting 2.2 MH met with Matt Pelezok Northants Sports Satellite clubs for schools and is in contact with Pacesetters	<b>MH</b>	
<b>3. Senior performance Report</b>	3.1 Men have finished their league campaigns. M1 and M2 maintained position in leagues, great effort by both teams. M3 promoted with some staggering results, excellent achievement. CR has emailed Neil and Nick to congratulate them as Captain and Coach. M4 very good mid table finish, therefore bodes well for potential new 5th team 3.2 Ladies have one more week to play. L1 need to win last game otherwise will be in playoff to stay up. L2, L3 and L4 all propping up their respective leagues too. Lack of consistency in availability and the ability to compete primary reasons. 3.3 Pam has suggested that we need a leaflet to handout to new people/parents to signpost about how to access website and register etc 3.4 Met with Rob Mahony, he will be coming to KHC next year. CR has invited him to AGM.	<b>BC</b>	

	<p>3.5 Discussed coaching and training and various ways of improving basic skills, MH reported Andy Sellers gave presentation about EH coaching methods this season.</p> <p>3.6 MB has a coached employment pack which has personal development plans etc. He will email round to Exec.</p>	<b>MB</b>	
<b>4. Operations Report</b>	<p>4.1 <b>Awards Evening – selection of winners agreed by Exec</b></p> <p>4.2 LM to chase missing team award winners</p> <p>4.3 JC to get a present and large bottle of Prosecco for M3 for winning the league</p> <p>4.4 Team of the Year – TS to advise (LM to check he is doing this)</p> <p>4.5 Awards Dinner ticket sales up to 92 so far</p> <p>4.6 JC to auction 2 x England tickets to be split equally between the 2 charities</p> <p>4.7 Beetle Drive and Beer Barrel and Cransley fundraiser excellent night</p> <p>4.8 CR to ask Louise Storey to bring her Vi Chamberlain award for re-presentation.</p> <p>4.9 All other awards e.g. England Hockey Club of the Year, Northants Sports Awards, Kettering Sports Awards to be taken down and re-presented</p>	<p><b>LM</b></p> <p><b>JC</b></p> <p><b>LM</b></p> <p><b>JC</b></p> <p><b>CR</b></p> <p><b>JC</b></p>	
<b>5. Treasurer report</b>	<p>5.1 Bank rec completed by MH</p> <p>5.2 Skymoos and summer league money runs itself, no need to capture</p> <p>5.3 Budget submitted to Exec and discussed.</p> <p>5.4 Agreed that End of Year cut off date for finances is 20<sup>th</sup> April 2019 and to keep the same annual date going forward.</p>		
<b>6. Welfare and safeguarding</b>	<p>6.1 Discussed various welfare for next season such as no selfies/photos in changing rooms and respecting umpires. To discuss in more depth at future meeting.</p>	<b>Exec/NP</b>	
<b>7. Development plan progress vs strategy</b>	<p>7.1 Making progress against strategy</p> <p>7.2 Discussed possible refocus of meeting to centre around Development plan rather than section reports. To discuss at future meeting.</p>	<b>Exec</b>	
<b>8. Correspondence</b>	<p>8.1 Oundle school training session email received. Agreed this would not clash with any Kettering junior / JDC training. Currently KHC plan to run 2 x JDC's</p>	<b>LM</b>	

	<p>at Manor School and Kettering Borough Council. LM to forward Oundle email to junior membership</p> <p>8.2 Email received about email address to social sec incorrect – checked and amended website</p> <p>8.3 Email from Tim Webb (KBC) Health and Wellbeing Festival 22<sup>nd</sup> and 23<sup>rd</sup> June on 2 sites at Northampton Rd rec ground and Boughton House. LM to forward to main club to look at joint promotion in which hockey can be involved.</p>	<p><b>BC</b></p> <p><b>LM</b></p>	
<b>9. Proposals from sections</b>	<p>9.1 Suggestion from MH for coaches jackets – To put proposal through at next meeting</p> <p>9.2 BC reports that a goalkeeper needs GK kicker straps – BC to order.</p>	<p><b>MH</b></p> <p><b>BC</b></p>	
<b>10. Plan for next season – Re-design of Exec</b>	<p>10.1 Welfare posts are a ‘minimum’ 3-year term due to cost of courses and time commitment for training.</p> <p>10.2 Club rules change has been done by LM to reflect proposed new Exec structure to be submitted at the EGM/AGM. LM circulated to Exec for comment prior to meeting, Exec to check and feedback. LM also to run by Tom Sellers for his comments</p> <p>10.3 Any outstanding trophies to be presented at the AGM</p>	<p><b>LM/Exec</b></p>	
<b>11. AGM 2019</b>	<p>11.1 <b>EGM</b> – In order to adopt the proposed new Exec structure once agreed, an EGM will need to be held prior to the AGM on 30<sup>th</sup> April with information having been sent to membership in advance. AGM will then continue after EGM close.</p>	<p><b>LM</b></p>	
<b>12. Any other business</b>	<p>12.1 <b>Update on O75 tournament</b> – Jan Randle has done rota for umpires and kitchen. Bill Greenwood is chasing money via info received from MB. BC to advertise on website club members can buy ticket on website.</p> <p>12.2 <b>Costing for junior development plans</b> – MB has sent costings for training to MH. MH is looking at extending training sessions on Wednesdays from start of May to the end of June providing it can cover its own costs. Looking at junior tournament style. MH to continue to look into this.</p> <p>12.3 <b>Proleague tickets</b> – JC to auction at the Awards Dinner</p>	<p><b>BC</b></p> <p><b>MH</b></p> <p><b>JC</b></p>	

	<p>12.4 <b>England Hockey Annual Report 2018</b> – JC reports KHC has got their EH winners picture published in the report and has been mentioned.</p> <p>12.5 <b>Northants County</b> – LM to ask Ladies to consider any rule changes for County League asap</p> <p>12.6 <b>East trophies</b> – Due in by 6<sup>th</sup> April. LM has taken trophies from the trophy cabinet to return.</p> <p>12.7 <b>Laurie Alcock Award</b> – Been won by Barry Coe and to be presented by the Midlands, well done!</p> <p>12.8 <b>Set dates for future Exec meetings</b> – 6<sup>th</sup> June 2019, set future dates at this meeting</p>	<p><b>LM</b></p> <p><b>LM</b></p>	
<b>13. Items for future</b>	<p>13.1 June 19 – Set dates for future Exec meetings</p> <p>13.2 September 19 – Bobble hats proposal – to advertise and purchase at start of next season</p> <p>13.3 September 19- start Clubmark renewal (Due Jan 2020)</p> <p>13.4 November 2019 to review club policies as annual check</p> <p>13.5 Planning for new pitch space</p> <p>13.6 Coaching cost analysis, education and head coach</p> <p>13.7 5-year financial plan</p>		
<b>14.</b>	<b>14.1 Meeting closed at 22.15</b>		
<b>Date of next meeting</b>	<p><b>Thursday 6<sup>th</sup> June 2019 at clubhouse 7.15pm start</b>          (Section reports, proposals and update on actions to be submitted to LM by 23<sup>rd</sup> May 19)          (Meeting dates</p>		