

Kettering Hockey Club Executive Committee

Draft Minutes of Meeting 19th November 2019 7.30pm At the Clubhouse

Item	Minutes	Action by	Actioned
Present	Jaime Cox (JC), Claudia Ringrose (CR), Barry Coe (BC), Sophie Reynolds (SR), Jean Smith (JS), Kirsty Smith (KS). Guest for first art of meeting Neil Manley (NM)		
Apologies	Mark Hawkins (MH), Liz Metcalfe (LM),		
Minutes of last meeting	See actioned set of minutes as circulated. BC asked LM to take out coaching pay rate out of minutes JC signed as correct.	LM	Done 22.11.19
Matters Arising	None		
Briefing the new Main Club Rep	Welcome to NM and thanked him for taking on the role. KHC is hoping NM will feedback from main club meetings and pass on KHC's plans in line with the ongoing club development plan.	NM	
1. Correspondence	1.1 Physio – A physio has been in contact with KHC. JC to ask them if club members can have 10% off each session with their membership card and if we can get a free physio session as a raffle prize. JC to feedback.	JC	
2. Treasury Report	2.1 Monthly Management Account Report to 31st October 2019 2.2 Bank Statement for September & October 2019 Actual Income 2.3 Income received during September & October 2019 as expected for both senior & junior / family memberships together with match fees. 2.4 Social Event Income from Bingo Evening. 2.5 Donation from Bishop Stopford School for preseason BBQ & Stimpson Walton Bond Ltd as sponsorship of 120 Kookaburra balls. LM to send thank you letters. Actual Expenditure 2.6 Membership payment made to main club – this includes all membership up to 31st October 2019. A further review will be completed in December to forward any final / late membership payments.	LM	

	<p>2.7 All membership cards produced and issued. Thank you card & present issued to member of BSS staff who produced these cards for KHC.</p> <p>2.8 Great work from Louise Storey and KS for chasing up payments of players. KS to continue to chase the few players that have played a few games but not paid membership fees.</p> <p>2.9 No awards will be won by any players that aren't paid up at the end of the season.</p> <p>2.10 Received £1500 grant for white pitch dividers from Mick George.</p>	KS	
Development Plan – Progress vs strategy			
Senior Performance			
<p>3. Senior performance Men</p>	<p>3.1 Men's captains & Head Coach meeting took place on Thursday 31st October.</p> <p>3.2 M1 – Grant overall pleased with the performance. Lot of youth coming through. Some tough games and long away fixtures. Some good hockey being played.</p> <p>3.3 M2 – Ollie pleased with his squad – blend of older, younger and new players. Occupying top spot in the league.</p> <p>3.4 M3 – Gary had some unlucky results but holding their own in this higher league.</p> <p>3.5 M4 – Justin pleased with M4. Playing well, holding a strong position in league.</p> <p>3.6 M5 – Don delighted with numbers and attitude. Fulfilling fixtures and giving members match time. Tom Sellers has helped as a sideline coach when there have been too many players. Holding their own in the league.</p> <p>3.7 Mens vets lost 0-3 and play St Neots 1st December. Nathan Thomas umpiring</p> <p>3.8 Face masks – some missing. Barry to liaise with Kirsty to order more</p> <p>3.9 Match fees ticket on App – Barry to review and report back to captains</p> <p>3.10 Outstanding match fees – captains informed of those players not eligible for selection due to 2+ unpaid match fees.</p> <p>3.11 EH new structure all information available at present on the website. Exec will keep members informed</p> <p>3.12 Meeting - Men's captains and Head Coach next meeting 10th December 2019</p>	<p>BC, KS BC</p> <p>Exec</p>	

<p>4. Senior performance Ladies</p>	<p>4.1 Ladies - More youth across the squads this season. Differing fortunes currently in respective leagues.</p> <p>4.2 Outstanding match fees - Currently all players eligible for selection as there are no outstanding match fees.</p> <p>4.3 Ladies Vets next match away at Cambridge City Sunday 24th November.</p>		
<p>5. Senior Performance Coaching</p>	<p>5.1 Men's - Training/Coaching: Varying ability in M3/4/5 training. Agreed M3 to train with M1&2. Training under constant review given the numbers and time available.</p> <p>5.2 Ladies - Training on the same night has helped with communication and visibility of players. However, balancing each team's needs has become more of a challenge. Training under constant review given the numbers and time available.</p> <p>5.3 Ladies 3s and 4s, 5s and Back to Hockey training. Numbers are really good but it's difficult to manage varying levels of ability. BC has plans</p> <p>5.4 Meeting - Rob Mahony to organise next ladies meeting for December.</p> <p>5.5 Training time allocations and coaching to be reviewed at December meeting.</p>	<p>BC</p> <p>RM</p>	
<p>Junior Academy</p>			
<p>6. Junior Academy</p>	<p>6.1 Training - No issues, good numbers with exception of Girls U12, just a little light at the moment</p> <p>6.2 Fixtures - A few last min cancellations for away fixtures but no major issues</p> <p>6.3 Admin - Most memberships paid up, MH to follow upon those who haven't. Focus is now on Match Fees and keeping up to date reconciling those. Richard Lashbrooke is helping.</p> <p>6.4 U12 boys – Need to keep numbers going and moving players up to senior sides.</p> <p>6.5 U16 & U18 - Operates with significant help from Caroline Capperault</p> <p>6.6 Coach Jackets - Ordered</p>	<p>MH, RL</p>	
<p>Operations</p>			
<p>7. Operations Communications -social</p>	<p>7.1 Socials - Christmas Quiz - Ant Paton is organising. Prizes needed for Christmas Quiz, KS might have some Amazon vouchers to put in. Exec to see if other prizes can be gathered.</p>	<p>SR, KS, Exec</p>	

<p>-social media -webmaster -sponsorship</p>	<p>7.2 Bingo - Dobbers and cards ready to use for next year too. SR will get these from Cheryl at the weekend. 7.3 Beetle drive - well attended, great fun and raised much more money compared to last year. 7.4 Race night – Biggest hockey social in the New Year. To run in conjunction with cricket section again? Can double sell each race 7.5 Awards Dinner Amy will do presentation again for next year. 7.6 Trophies - Need trophies back early will start looking ahead to dinner arrangements in Jan. LM to organise trophy return. 7.7 Newsletter - to capture info from Captains about each team’s performance. 7.8 Facebook – SR to ask Amy to keep an eye on Facebook – keep updates coming for weekends. 7.9 Photos – SR to ask all captains to take up to date team/squad photos. To ask Amy to go down to pitches over next few weeks to capture.</p>	<p>SR SR SR LM SR SR SR</p>	
<p>8. Operations Playing -umpires -fixtures -pitch booking</p>	<p>8.1 Umpires - All ok. Communications from umpires about players and vice versa will be listened to and dealt with appropriately.</p>		
<p>9. Operations Admin -membership -main club -kit</p>	<p>9.1 Kit - Bobble hats delivery has arrived and to be distributed by Ross Matheison.</p>		
<p>10. Feedback from sections not covered by above headings</p>	<p>10.1 Signed shirt - LM to find out where the signed Kettering shirt is from the EH awards to put on wall. 10.2 Discipline - Disciplinary committee has had to meet twice to discuss two incidents under the Code of Ethics & Behaviour. Letters have been sent to those members. Both situations have been dealt with. Nigel Parkes was consulted about both processes.</p>	<p>LM</p>	

	<p>10.3 Yellow Cards – Barry has circulated to captains accrued yellow cards in the East league. Any player who receives a fourth yellow card in the season in East League matches shall be automatically suspended by his club for the next league day, and likewise each subsequent yellow card received. If a ban cannot be completed by the end of the season, it is carried forward to the beginning of the next league season.</p> <p>10.4 Hospitality and courtesy - SR to put out generic messages in next newsletter. Come back for refreshments, shake hands with umpire, try not to foul, you’re representing the club etc. JC to write piece for next Newsletter. Need to reinforce some rules through training – e.g. don’t use back stick, back off 5m, etc.</p> <p>10.5 All captains and teams should have home and away sat near each other and should ensure umpires are well hosted. CR to email captains to stop use of the small corner table as it is not hospitable. Or use the corner table to serve teas.</p> <p>10.6 To consider putting cones over some parking spaces at bishop so opposition and umpires can park easily when arriving at the venue. BC to speak with Bishop staff.</p>	<p>SR, JC</p> <p>CR</p> <p>BC</p>	
Other			
11. Welfare and safeguarding	11.1 None		
12. Facilities	12.1		
13. Proposals from sections	13.1 None received		
14. Any other business	<p>14.1 AGM resolution – JC met with David Elworthy about where we would sit. No feedback from survey filled in.</p> <p>14.2 Exec Meal - Monday 9th December Exec Christmas meal</p> <p>14.3 Skymoos Anniversary – JS thanked everyone involved with the Skymoos celebration. The day was amazing.</p>	<p>Exec</p>	
15. Items for future	15.1 May 2020 - start Clubmark renewal (Due 04.07.2020) - ongoing		

	<p>15.2 This season – goalkeeper training</p> <p>15.3 November 2019 to review club policies as annual check. BC to do quick check and confirm all are still current.</p> <p>15.4 January 2020 – To collect trophies back in to get them serviced and checked with possible replacements for those which are broken</p> <p>15.5 Planning for new pitch space</p> <p>15.6 5-year financial plan</p>	<p>BC</p> <p>LM</p>	
16. Close	16.1 Meeting closed		
Date of next meeting	<p>9th December at Christmas Exec Meal (Section reports, proposals and update on actions to be submitted to LM 2 weeks prior) Dates for 2019/20 Exec meetings: 27th August, 1st October, 19th November, 9th December, 14th January, 18th February, 24th March.</p>		