

Minutes

Date/Time of Meeting: Wednesday, 06 June 2018 at 19:30
Venue: Sir John Franklin, Greenhithe

Attended By:

Jennifer Davis
Michelle Billing
Rose Spencer
Carol Grigg
Debs Pearson
Ali Chapman
Becki McWhinnie
Trudi Tucker
Ashley Wells
Surane Dembele

Position:

Club Chairman
2nd Team Captain
Treasurer
Fixtures Secretary
Welfare Secretary
Publicity Secretary
1st team Captain,
Membership Secretary
Website & Social Media Secretary
3rd Team Captain

JD
MB
RS
CG
DP
AC
BMW
TT
AW
SD

Apologies:

Club Secretary

Chair Taken By:

Jennifer Davis

Minutes Taken/Distributed By:

Jennifer Davis

Distribution:

As Above

Next Meeting

Date/Time: Tuesday, 14 August 2018 at 19:30
Venue: Sir John Franklin, Greenhithe

Minutes

Action By

1. Minutes from the previous meetings

- 1.1. Minutes from previous meeting, 17th April 2018, have previously been emailed to the committee. JD to upload to club website.

JD

2. Matters Arising

2.1. Match Fees

Captains

2.1.1. Following feedback at the AGM, the committee has been asked to strengthen the checks on the match fees received each week. Captains are to photograph the official match sheet each week and WhatsApp it so that a full record of all match sheets can be traced and total players agreed back to match fee spreadsheets. It is imperative that this is done prior to match sheets being submitted to opposition teams.

2.1.2. BW indicated that she feels match fees recorded against the 2nd team might be incorrect as they were £200 lower than those recorded by the 1st team. JD and MB confirmed that a number of matches were played without 11 full paying players, early matches involved many subs and therefore some players only paid £5. Later matches the team played with sometimes only 9 or 10 paying players as 3rd team players had to be pulled up to help out.

2.1.3. JD will produce an analytical review and distribute to committee.

JD

2.1.4. BW suggested that the club should request match fees in advance. Committee was against this as a blanket requirement as many players, particularly in the 3rd team are casual players and would significantly lose out using this system. If BW would like to personally pay in this way then this can be done on an individual basis.

2.1.5. AW recommended the Sports easy app as a potential way to manage payment of match fees. This will be looked at to see if it is appropriate.

2.2. Club Funds

2.2.1. Committee discussed the position of the club funds. The club has sufficient funds to continue as it is for 3-5 years depending upon membership and expenditure. However, the club is exceeding income at the moment and committee need to begin to make plans to ensure future security.

2.2.2. Committee confirmed that the bank balance must not fall below £2,500 to ensure enough funds exist for a full season.

2.2.3. Consideration was given to introducing a membership fee. However this is not preferred as we have many casual players and the lack of a membership fee is one of the big draws for some to join our club.

2.2.4. It was agreed that summer league fees for summer 2019 would be increased to the standard match fee of £10 and £5 for students.



2.2.5. Consideration was given to beginning to charge for training. However, we want to encourage attendance and will therefore delay this route of raising funds as far as possible.

2.2.6. Committee will ask around amongst contacts for sponsorship opportunities. Sponsors could be offered advertising on the website and logos on shirts.

2.2.7. Committee will consider the opportunity to access grants. Dartford council offer these but JD raised concerns that these are to promote participation amongst particular groups for which the club may not qualify. JD will review the grant application to check the details

JD

2.3. Club Day

2.3.1. AW suggested a raffle at club day for a match fee freeze for one season for the winner. This would equate to a free year of hockey for one member – Equivalent to perhaps £220. If raffle is £5 per entry, the club would require 44 entries to break even.

2.3.2. Available dates for club day are 1st or 8th September. However, as Lou is getting married on 1st September committee has decided to hold club day on 8th in order to give numbers the best possible chance of being higher.

2.3.3. 1st team will organise the post club day social for immediately after the event.

2.3.4. AC will form a sub-committee of people to work on organising club day. She will arrange a separate meeting for these individuals. Offers made by Rose and potentially Debs to assist with possible help from BW and TT.

AC

2.4. Storage Facility

2.4.1. CG has been in contact with Kevin at the school. He is happy for the club to install an outside storage facility in the space beneath the fire escape. If the club uses a metal container Kevin will bolt this to the school wall.

2.4.2. AC suggested that the school buy the storage box and recharge the club so that VAT is not payable. CG will explore this option with Kevin

CG

2.4.3. The container should be large enough to hold at least 2 goalkeeper kits, first aid equipment, tea equipment and the urn. The available space should be measured to ensure fit. JD will measure at the summer league match next week.

JD

2.4.4. The storage area will require a good quality lock. Combination locks would be ideal but are not generally such good quality. Alternative would be a separate key safe.

2.5. Club Forum

2.5.1. Next club forum is to take place during the hockey world cup on 21st, 22nd or 28th July. The club has been offered 4 places at the forum. JD to WhatsApp committee the dates for them to consider availability.

JD

2.6. Dartford Festival



Dartford Hockey Club

Committee Meeting

2.6.1. Dartford Festival is being held on 14th July 10am until 6.30pm and 15th July 10.30am until 5.30pm. Suggestion is to split each day into two shifts as last year. AW to put requests for volunteers onto facebook.

2.6.2. JD would like to run small sided games as part of the stand this year using rush hockey balls and goals in addition or as an alternative to the mini obstacle course.

3. Correspondence

3.1. JD received correspondence from England Hockey regard local events and information:

3.2. DP has received information on a Time To Listen workshop. Committee agreed that only one person from the club was required to attend as we do not run a junior section. DP attended one in 2016 and these are valid for 3 years.

4. Treasurer

4.1. The club has a list of purchases to make including 1 full first aid kit and 1 refill kit, ball bags for 1sts and 3rds, match balls for 2nds and bobble balls for goalie warm ups.

5. Membership Secretary

5.1. TT to look at Pitchero website to investigate using this to record and maintain members' information.

6. Publicity

6.1. AC to put information on club day into local press.

7. Website/Media

7.1. AW has requested a high resolution copy of the club logo. JD to try to find version used previously for banners and BM to ask Mandy if she has one.

8. A.O.B

8.1. No items

9. Date of Next meeting

9.1. Tuesday, 14 August 2018 at 19:30

AW

RS & JD

TT

JD & BM

