

Thanet Archery Club
Committee Meeting minutes.



Monday 17th January 2022 7:30pm at:

**Kairos Church,
15, Station Approach Rd,
Ramsgate.
CT11 7RN**

**Thanks to Chris Young for the use of the church facilities incl. tea/coffee
(biscuits went missing somewhere!)**

1/ Apologies – Lee Burns, Mia Charles, Hannah Heath-Hall, Brian Horne.

2/ Present – Dick Bailey, Dave Batchelor, Mike Davis, Anne Fretwell, Fred Hammond, Roy Holden, James Plummer, Pete Verrall, Jim Whiddett.

3/ Acceptance of minutes of previous meeting – Agreed.

4/ Officers Reports

a/ Secretary (including Correspondence)

- Received directly and also via Bob invite to run stand/have-a-go at Kent County show at Quex on 28th/29th August 2022.

- Numerous enquiries about beginners courses – Bob forwarded the latest waiting list – 32 names already, plus a couple of individuals with some previous experience to be given assessment. Two enquiries from wheel-chair users, one of whom did the Have-a-Go during the school holidays, and the other used to shoot some years ago prior to her becoming disabled.

- Enquiry from Susan Kennedy at Broadstairs college about work experience placements. Explained that we're not an employer, and therefore not in a position to offer sporting work placement. Suggested she contact the school directly.

- Range registrations now expired with Archery GB. Toby Andrews contacted me about our reasons for going independent of Archery GB, so I replied citing cost of AGB fees/value for money, flexibility on post-Covid membership renewal fees, and the general perception that AGB are not listening to the grass-roots members.

- Reply from Hannah Heath-Hall: "The long-term agreement is still pending due to the sale of our backfield, as explained until at the end of last term. If you would like to say something on the matter in respect to the long-term agreement. We still need to have the design for Newlands approved by the council before we can commit to your exact moving date & location

on the plot we have set aside for you and this needs to be signed off before we can send an agreement over. I am still waiting on this and I will be in touch as soon as I hear more. Nothing is due to change location-wise until July 2022. I am sorry it is not a better answer, and that I cannot join you all Monday.”

b/ Treasurer – Skipped

c/ Membership – Skipped

d/ Captains report – Skipped

e/ Coach’s report - Skipped

f/ Records officer – Skipped

g/ Junior rep – None.

h/ Equipment officer – None

i/ CPO – Skipped

5/ Matters Arising.

a/ Introductory for new committee members and officers.

Mike gave a quick introduction mainly for Jim W’s benefit; brief report at each meeting to update on particular details.

*Jim asked about a particular club member who keeps turning up late (apparently due to working very late shifts on Fridays). He had a word with him not aware that someone - perhaps Bob - had chatted to him and “OK’d” his late arrival as he will stay on to pack up at the end. Mike said that as long he’s agreed that and the field captain is aware, that’s fine, but **as a general rule** people should be there to help set up. Those that aren’t fit enough to carry the stands can do plenty of other things, safety rope, distance marker flags, etc.*

Jim also asked what time we (committee members) should get to the field, as the rule has been that members should be there by 9:30am (but not very early before the agreed booking time), and put out the targets at 9:45am. Mike said that is the general rule, but some (i.e. Fred Hammond) will always be there first however early you arrive. 😊 Ideally committee members, particularly the field captain may arrive between 9-9:15am, to ensure that set-up is not delayed, and particular field issues (e.g. portable goals on the field) are dealt with.

b/ School pupil lessons in 2022- more morning lessons or options for integrating the youngsters we taught during Autumn term?

Pete V said that he’d invited Rodney Wilkening and/or his successor Samantha Clark to the meeting along with Hannah Heath-Hall, but only Hannah had responded. The deputy head had agreed for the pupils to join the club’s Saturday archery session, but the school’s Saturday activity programme runs over 3 slots, 8.30 - 9.25 (which was when we were teaching them), 9.30 - 10.25, Break, 10.50 - 11.45, so except for the last slot, doesn’t fit well with our shooting times. Charlie Curnow, who accompanied them in the autumn, would only be available for the two earlier slots. He has also made some suggestions to the school as to how we might accommodate them on a Saturday morning, e.g. combine the two later slots +

break and therefore have a perfect window of opportunity to shoot. He's also suggested the option of a Tuesday evening at the Ursuline college, if they can sort out transport. He's had no response yet on these. **Roy H** suggested the possibility of the summer evening shoots as well. In short, the ball is in the school's court on this. **Mike** agreed that these options are all we can offer the school at the moment.

[Action 5(b) 1/22] PV will give the school a nudge in case there has been a breakdown in comms during the changeover from Rodney to Samantha.

c/ Beginners sessions for 2022 - finalising fixture list.

Jim W said he has already sent out the first draft of the fixture list to Canterbury, Dartford & Folkestone. **Mike** said it didn't matter as any changes relating to beginners' courses won't affect them. Open competitions are usually done on a Sunday, so will not affect a club's Saturday programme. If we are going to host a Have-A-Go at Quex over the August bank holiday, we will need to run a beginners course after that to cater for any potential takers from the Have-A-Go. **Pete V** suggested that we would need to leave at least a 2-3wk gap between the Have-A-Go and the last beginners course, which would make it mid-late September. Given that the first will be early May, he suggested the 2nd course should be about half-way between the two (i.e. mid-July)

Mike also asked what about open competitions, Sylvia Hogbin, clout, indoor record status, etc. Are we going to run them? **Jim** asked where we stand with Archery GB members? **Mike** said that we should advertise them as non-Archery GB shoots, state that they are fully covered (including accidental damage to equipment) by our insurance if not by Archery GB's, and people can come if they want. **Pete V** suggested running just one this year (probably the Sylvia) to see what the take-up is, and if successful look at running others next year. **James P** said that Bob's issue was that we're not affiliated to KAA either, but for record status shoots you can apply to FITA/World Archery. We may get more at a clout as it will be popular with NFAS & BLBS-affiliated archers. Clout is usually a Sunday in late September. Sylvia Hogbin is usually in early June.

[Action 5(c)i 1/22] Jim W to check Fixtures list for suitable dates for beginners courses in May, July & September, as well as Sylvia Hogbin and clout, and set provisional dates – not advertise yet though.

[Action 5(c)ii 1/22] Dick B to send out beginners dates to all on our current waiting list, giving preference in May to those who have already paid deposits.

d/ Ongoing archers' training – developing coaching team

Mike said that we don't provide much in the way of ongoing archery development after the beginners course, and he, Bob and Pat all found they would get pestered with questions for weeks afterwards from the new members so they didn't actually get to shoot themselves. So the suggestion is that when the summer season starts, we designate one evening as coaching night and offer to do a training session on an element of archery technique, and also be a Q&A session. **Dick** says that's also the time when you can potentially lose people because they feel awkward about asking and also not being able to improve enough to hit the target beyond 30 or 40yds. **Roy** mentioned that Canterbury are advertising training for coaches for £200, which is 1/3 of the cost of Archery GB coaching courses. **Mike** mentioned that he, Bob and Dick have done or are working through the online World Archery coaching course which finished with an exam and requires an onsite assessment to be done within 2 years, the downside/upside of which (depending on your POV) is that you have to do it in Switzerland.

You have to get a token from Archery GB which is £15 for 2 people. **Jim W** asked how many coaches do we actually need? **Mike** said if anyone wants to do it, it's worth doing, and the more we have the better. **James P** also mentioned the need for equipment training; people don't know how to set knocking points, set up a button, fletch their arrows, etc. The club has done this kind of training session in the past, and it would be worth reviving them. Probably best to do that kind of thing outside during the summer.

[Action 5(d) 1/22] To discuss over the next couple of committee meetings and bring specific club training proposals for the summer months.

e/ Field move – staying on at SLC, timescale, long-term lease agreement, etc. - Not discussed.

f/ Kent County Show – invite to run a stand/have-a-go at the August Bank holiday show at Quex.

General agreement by committee to go with this. We need to know a/ what they want us to provide and b/ where on the Quex site they will want us to run it.

[Action 5(f) 1/22] Contact the organisers at Quex nearer the time to sort out these details, and to pay a visit to make sure it's suitable from a H&S POV.

g/ Late joining new members – We've had 2 new members this week and could have a few more between now and April. Suggest that anyone joining the club from the new year on either gets complimentary membership from Jan – March or pays immediately and then rolls it over into the new season in April. Likewise with insurance. **Mike** said and **James P** agreed that the latter would be best – pay now (£50/adult or £25/junior) and it can roll round to April 2023.

6/ Outstanding general action points.

Action 6(a) 3/20 - John M asked about the possibility of running a league table over the year with handicapped scores based on an average of an archers last 6 scores, so that longbows can compete against compounds, etc. Mike suggested for the sake of simplification doing this with the TAC48 rounds. We even have potential trophies for this originally made by Pat P's son, again to be handed out at AGM. Might encourage more people to put scoresheets in, as it requires at least 6 scores to average. **Mike** said that the handicap is based on the last 3 scores anyway, and we already have a handicap improvement trophy at the AGM, so the league table is unnecessary. **[Action closed]**

Action 8(a) 11/19 – Trophies – Obtaining trophy cabinet to put the older trophies in. **[Action deferred until move completed]**

8/ A.O.B.

- a/ Accommodating TADSAD, future beginners courses, expanding club membership, parking;

Roy H asked about running the beginners course in parallel with a Saturday shoot as two separate shoots with separate whistles and targets. **Mike** said that would require a 25yd gap with a safety line in place between the two, and we would need to request extra room from the school to do so. Might also be a way of accommodating school pupil lessons in the future. **Roy** said it would also be a way of accommodating TADSAD as well.

[Action 8(a) 1/22] Talk to the school about the possibility of widening the shooting line further across the field.

- b/ Anne raised a problem with the score sheets, some of the new members aren't filling in the score sheets properly; first name but no surname, bow style missing, etc. It's OK when there's a more experienced archery with them.

Dick suggested that we need to put out to members to come and ask about these things. **Pete** said that the blacked-out spaces on the forms are probably a bit mystifying and we should get that corrected with some new score sheets. Anne is happy to check the scoring at the end and John Holton who isn't able to carry the stands/bosses can also help with that. **Jim** suggested we put up a guide on the web site. Which leads on to the next point...

- c/ Mike is not sure that the web site is being updated regularly, and who is doing it. **Pete V** said that Andy Doyle is updating the web site when we remember to ask him. Mike said while it's good of Andy to continue to offer to do that, perhaps we need to ask someone who is more regular, i.e Alex Wellard who is a web developer, so that we can be more proactive about remembering to do this.

[Action 8 (c) 1/22] Mike asked us all to have a look at the Canterbury Archers website (also maintained by Alex) to see what changes we'd like to see on our own webpage.

- d/ Dave B raised a question relating to the various club official role descriptions. There doesn't seem to be anywhere mentioned who the buck finally stops with. Back in the days when he was Club Secretary, he took the view that it stopped with the club secretary, as it would for a Company Secretary in company law, i.e. that ultimately it was his/her responsibility to ensure that the club was run properly, and if something went wrong, that was where the buck stopped. SCAS used to send out a mini handbook that was passed from secretary to secretary that set out the duties of the Club Secretary. Is it worth thinking about, now that we're independent from Archery GB?

Mike said that this was brought up a long time ago, and the conclusion was because we were not a business, it didn't apply in quite the same way. In his opinion, it's ALL our responsibility to ensure that things are run properly. **Pete V** said that we're not a legal entity as such (business, charity, non-profit organisation), so we don't have any official legal status, and the committee members are not trustees in any legal sense. Our bank account is a business account so there will be business rules as to how that account is run (signatories, etc, as there were when Pete was treasurer of his choir). With his church, it is a registered charity, and the ministers and deacons (of which he is one) are collectively liable as trustees for the proper running of the business of the church according to the church constitution. **Dave** asked if though we are not a legal entity, should we have someone designated where the buck stops? The bottom line is that we don't know – we're in a grey area where the rules are unknown or non-existent. The club does have a constitution, but without clear legal status, does it carry any legal weight in a court of law? **Mike** asked if in the event we have to wind the club up, who's the last person 'out of the gate'? **Pete** said that these different areas are devolved, financial matters are devolved primarily to the treasurer, but also to the Club Chair. Safeguarding issues are devolved to Dick but as in the recent past, shared between as small a group of committee members as possible for the sake of confidentiality, with CPSO, Club captain, & Club chair as a minimum. **Dave** asked if there was one person who should be involved in all potential scenarios. **Mike** said he didn't think we could do

that. **Jim** said there was something they used at his work called the JAPAN principle (Justified, Appropriate, Proportional, Auditable, Necessary), so that means that if you have the right people to deal with a particular situation, you don't need to pull in a load of other people just for the sake of inclusiveness. **Mike** said that regarding the safeguarding issue that arose in 2018, while the Club Secretary wasn't involved to minute decision making, a record was made and is kept at home by the club chair, so that is auditable if it becomes necessary to do so. There is a clause in the club constitution that stipulates the requirements for a committee quorum, and one of the following **MUST** be involved (**Constitution Clause 4(b) No less than 3 members of the Committee shall constitute a quorum, provided it includes either Chairman, Secretary or Treasurer**).

Meeting ended at 8:55pm

Next meeting:- Monday 21st February 2022