

WANSTEAD & SNARESBROOK CRICKET CLUB

Minutes of the Management Committee Meeting held on Wednesday 23rd January 2019 @ 8:00pm

Present: N. Hutchings, S. Phillips, T. Hebden, L. Enoch, S. Andrews,
M. Piracha, Arfan Akram, N. Rathakrishnan, J. Ellis-Grewal.

1.0 Apologies for absence

P. Staniford, M. Pluck, S. Emmons, P. Osborn.

2.0 Minutes of previous meeting

2.1 The minutes of the previous Management Committee meeting on Tuesday 27th November 2018 were agreed as a true and accurate record of proceedings.

Action Nigel Hutchings to arrange for a copy of the minutes of the previous Management Committee meeting to be published on the club website.

3.0 Actions from the previous meeting

3.1 *Complete Communications Strategy paper and circulate to the Management Committee* – Len Enoch had done this.

3.2 *Contact potential sponsor of protective skirting for the Overton Drive nets to confirm that they were happy for us to go ahead and purchase this. Once agreed, Len would arrange for the purchase and installation of the skirting (to include sponsor's logo)* – Len Enoch confirmed that the sponsor would be contributing £1,000, which matches the quote we had received for the protective skirting. Fayyaz would undertake the installation work.

Action Len Enoch to co-ordinate the purchase and installation of the skirting (to include sponsor's logo).

3.3 *Produce monthly Development Report progress update and circulate to the Management Committee* – Len Enoch had completed this.

3.4 *Contact junior managers regarding outstanding indoor match fees* – Martin Pluck and Stuart Phillips had been monitoring this closely and good progress had been made on addressing this issue.

3.5 *Meet with our contracted groundsman, Matt Grice, to discuss concerns regarding the football pitch at Nutter Lane* – Martin Pluck had completed this action.

3.6 *Meet with our groundsman, Ian Jordan, during December to discuss options for addressing our water pressure issues* – the root cause of the problem was that there was no pressure in the tap by the groundsman's shed nor the one by the square. The meant that pop-up sprinklers could only be used around the square at certain times of the day. However, the groundsman needed to be able to use the sprinklers on specific pitches to prepare for upcoming matches – the

inability to do this effectively had been a big issue last summer. To review the options open to us, Martin Pluck had contacted the groundsman, Ian Jordan, who had put him in touch with Mainstream Irrigation, a specialist in this area. They had resolved similar problems at other grounds that Ian maintained. Martin had discussed the situation with a representative from this company and it was agreed that the best solution would be to install a 7,000-litre tank with a pump by the old field bar. A pipe would then be run from here to a tap in the ground by the square. Mainstream Irrigation had a second-hand tank available that they would provide free of charge – a new tank would normally cost in the region of £4,500. The overall cost to install the watering system would be £3,000.

The Management Committee gave its approval to go ahead with this.

Action Martin Pluck to co-ordinate with Mainstream Irrigation to get the upgraded Overton Drive watering system installed.

3.7 *Meet with Total Cricket, Notts Turf and Exclusive Leisure Ltd to get estimates for the cost of refurbishing the practice nets at Overton Drive – completed. See under the Fundraising section for further details on progress so far with this.*

3.8 *Open an account on one of the established online share dealing platforms – this was in progress.*

Action Martin Pluck/Nalliah Rathakrishnan to open an account on one of the established online share dealing platforms.

3.9 *Arrange for a copy of the minutes of the previous Management Committee meeting to be published on the club website – completed.*

3.10 *Ensure that proposed changes to the Club Constitution were included in the 2019 AGM agenda – completed.*

3.11 *Approach the Cricket Club Charity about providing the club with defibrillators – this was in progress.*

Action Pauline Osborn to continue liaising with Cricket Club Charity about providing the club with defibrillators.

3.12 *Look at various smart till alternatives (including demonstration/pilot days) as well as options for introducing dynamic pricing adjustments – a supplier had been invited to the club in January to give Lynn Rising a demonstration of their system. This had been well received and the plan was to install a smart till in March, in readiness for the upcoming season.*

3.13 *Provide details of outstanding match fees for indoor games – Stuart Phillips had completed this.*

3.14 *Get a quote for the replacement of the existing 2 boilers with a single large one that would have the capacity to handle the new showers once the existing obsolete ones had been replaced – the plan to switch to a single large boiler had been revised.*

Although this would be slightly cheaper to purchase, considerable disruptive and expensive infrastructure work (including additional piping and a new flue) would be required to accommodate a new single boiler. Two quotes for two smaller high efficiency condensing boilers had been provided. These would be direct replacements for the existing boilers that were no longer fit for purpose. The quoted cost would be £2,400. Work on installing the new boilers would have to be deferred until February half-term or the Easter holidays to avoid impacting the Playgroup.

The Management Committee approved the purchase and installation of two replacement boilers.

Action **Trevor Hebden** to coordinate the purchase and installation of 2 new boilers for Overton Drive.

4.0 Development Report Progress

4.1 Len Enoch provided an update on the club's proposed communications strategy. Several subject matter experts were available and willing to provide the knowledge and hands-on assistance needed to put together and execute a coherent and consistent strategy that would greatly improve the way Wanstead communicate both internally and externally, using a range of media and communication techniques. Len re-iterated the importance of a regular newsletter as the basis for corresponding with club members. There were multiple threads to this strategy, encompassing a revamped club website along with the innovative and safe use of social media. Len also provided an update on other areas highlighted in the Development Report, including volunteer recruitment. Details on key fund-raising activities were covered in the Fundraising section below.

5.0 Fundraising

- 5.1 The club had successfully applied to the the Cricket World Cup Club Fund for a £1,000 grant to enhance club facilities through the improvement of digital services or catering provision.
- 5.2 Keatons had generously agreed to renew their sponsorship for a further 4 years.
- 5.3 Mark Bentley attended the meeting to provide an update on the club's fundraising work, primarily with regard to the activities to date on providing new practice nets at Overton Drive. The target date for starting the installation of these was February 2020 and good progress had already been made on identifying suppliers and sources of funds to pay for the nets.

A dedicated Fundraising Subcommittee was now in place and had already met twice. The focus of this committee was to raise funds for:

- i. the new nets
- ii. outstanding refurbishment work on the Overton Drive clubhouse
- iii. other capital projects

Currently the primary focus was on the nets (**Project Heron**), including agreeing a supplier and raising the necessary funds to pay for the provision and installation of the nets. There was a short list of 3 companies:

Total Cricket – responsible for installing nets at Stanmore Cricket Club and Merchant Taylor’s school. They confirmed that the scaffolding currently in place for the existing nets was too low and would need to be higher in future for them to be used properly. Their rigid net solution does not require netting to be taken down at the end of each season and then reinstalled in time for the following season. To minimise encroachment on the playing area they discussed re-orientating the nets to face east-west. However, this would cause problems with the sun and the ECB would not consider funding nets set up in this way. Their all-in quotation was £65,000.

Notts Sport – they had excellent reference installations, including the nursery ground at Lord’s. The proposed cost for their solution was £75,000.

Exclusive Leisure – they had provided nets to several large schools (including Eton) and other cricket clubs. In their view, the nets would have to be open-ended as they would encroach too far onto the playing area if fully enclosed. We were still awaiting a quote from this supplier.

Mark emphasised that all 3 companies provided high quality alternatives. Rigid cages would be used and the playing surfaces would be robust and require minimal maintenance. Security/access options were yet to be decided. All options included lengthy guarantees.

There were multiple options for raising the funds to pay for this major investment:

i. Grants

Alternatives here included:

- the ECB – we would need to discuss options with the regional manager
- Sport England Community Asset Fund – maximum of £20,000 available
- the London Marathon Charitable Trust – applications for this were closing in the middle of April

The target would be to raise £45,000 through grants.

Action

As Wanstead had received previous funding for nets from the ECB, **Arfan Akram** to contact the ECB representative who co-ordinates and approves grant applications to confirm any time restrictions that may be in place before we were able to apply for a further grant towards the cost of the new nets.

ii. Loans

The ECB might be able to provide interest free loans (between 5 and 10 years) to assist in paying off the costs of large capital projects.

iii. Donations/club events/fundraising appeals

Joe Ellis-Grewal and Scott Emmons would be focussing on these. The plan would be to engage junior members/parents as they would be one of the major beneficiaries of the new nets. They were currently putting together a communication to be sent to all club members in the next 2 weeks. This provided details of Project Heron and would ask for donations to help pay for the nets. We would use the GoFundMe platform to coordinate and manage donations and a link would be set up to this on the club's website.

The Management Committee gave the go-ahead to send out the communication to all club members.

Raising money to fund an initiative that was so important to the club would benefit from the expertise of consultants that specialised in such high-profile projects. Two companies that had experience in this area had been identified and contacted – 4Grants and Funding 4 Sport. The latter had an excellent track record of helping to raise money for other clubs and had delivered 13 successful applications out of the 14 they had been involved in. Our relationship with them to date had been very constructive and we had already received a good reference from one of the clubs that had used this company. The charge for their service was 5% of the funds raised plus a £250 administration fee. They could also be used for other fundraising programmes, such as the further refurbishment work needed at Overton Drive.

The Management Committee authorised Mark Bentley to engage Funding 4 Sport to help raise the funding required for Project Heron.

The Management Committee would like to thank Mark Bentley for all the work he had done on this to date and for proving such a thorough update to the Committee.

6.0 Treasurer's Report

6.1 The good news was that the club made a profit of just over £1,000 for the year 2017-18 compared to a loss of £8,000 in the previous financial year. Points to note were:

- Overall income had increased
- Subscriptions and match fees were up
- Ground/pavilion hire income had increased
- There was an increase in bar income
- There was a big increase in donations, for which the club was very grateful
- Overall expenses had gone up
- Ground expenses had increased considerably

7.0 Bars

7.1 Bar Chairman's report

The overall bar takings for Q4 2019 were very good. The comparative figures for December 2018 and January 2019 (to date) were as follows:

	2018/19	2017/18
December	£7,612	£6,229
January	£2,606	£4,811
	£10,218	£11,030

Greene King had announced their annual price increases. These were slightly higher than last year and would come into effect at the start of the 2019 season.

As noted in 3.12 above, a new smart till would be in place for the coming season.

8.0 Pavilions

8.1 See section 3.14 above for plans regarding the replacement boilers for Overton Drive.

9.0 Grounds

9.1 See section 3.6 above regarding the proposed solution to the low water pressure problems at Overton Drive.

9.2 The groundsman would reseed the worst areas of the Nutter Lane football pitch at the end of the season. Drummond Tennis Club had agreed to pay to repair the corner of the outfield that had been damaged by the contractors who had been brought in to re-lay one of the tennis courts. Some of the money generously bequeathed to the club by John Sankey could be used to address any further outstanding issues at Nutter Lane.

10.0 Social

10.1 The next meeting of the Social Subcommittee would take place on Tuesday 29th January. The primary focus for this would be to discuss plans for the year, with a view to putting together a social calendar for the upcoming season. They would be working together with the Fundraising Subcommittee to organise 3 high profile events during the year.

10.2 Several people expressed the view that we should consider hiring out the hall on an ad hoc basis for functions on Saturday nights during the season as it was often very quiet at Overton Drive after 8 pm. One potential concern was how any preparations for such events might conflict with games that were still in progress.

10.3 The easyfundraising initiative had been very productive with over £200 raised for the club so far.

10.4 The Frank Sinatra evening organised for the Playgroup had been very successful and had noticeably boosted that evening's bar takings.

11.0 Safeguarding

11.1 A Safeguarding course was being arranged for 26th February and a First Aid course for 28th February.

11.2 Trevor Hebden would work alongside the new Welfare Officer, Ashley Dixon, and then fully hand over responsibilities to him at the end of the season. Trevor would continue to deputise for Ashley as and when the need arose.

11.3 Trevor Hebden had contacted all captains about Disclosure and Barring (DBS) checks for the coming season – all captains and vice-captains needed to complete these. There were two applications still outstanding.

12.0 Cricket

12.1 Adult Cricket

The 'A' team had lost one game so far and still had an outside chance of winning the league.

12.2 Junior Section

All teams had acquitted themselves well so far. Indoor training at Caterham had started on 13th January and the attendance levels were already very high. There were a lot of newcomers among the younger age groups.

13.0 Football

The team still led the Essex Olympian Senior Division One by 3 points, although they had played more games than the sides immediately below them in the league.

14.0 AGM Agenda

The proposed AGM Agenda was agreed. As in the previous year, there would be a minimal rise (around 3%) to some of the subscription rates, whilst the match fees would remain the same. The new Under 7 junior membership category needed to be publicised as this represented a different approach from the last 2 years when participants at this age group paid on a per session basis when attending training sessions. Due to the change in the committee structure, when club officers were elected at the meeting it would be important to identify formally elected members of the Management Committee as opposed to those who were co-opted onto the Committee.

15.0 Any Other Business

15.1 **Junior tour of Sri Lanka** – an U12/U13 tour had been proposed for late October 2019. This would be organised in conjunction with the Foundation of Goodness in the same way as last year's highly successful adult tour. A maximum of 16 people would be invited to attend. Although the exact cost was still to be confirmed, there were some concerns voiced as to affordability and the potential impact this might have on tour participation. There would be 4 adults

in the party and safeguarding formalities would need to be addressed. Stuart Phillips has been canvassing interest via email.

The Management Committee gave its approval for this initiative to be progressed further.

- 15.2 **Next adult tour** – Arfan Akram was currently exploring the viability of a club tour to Kenya in October 2020. The option to participate on this should be offered to all club members. There was an obvious security concern in the light of recent events in Kenya.

The Management Committee approved this in principle dependent upon interest levels, confirmed costs and security assurances.

16.0 Date of next meeting

- 16.1 The date of the next meeting would be confirmed in due course.