

WANSTEAD & SNARES BROOK CRICKET CLUB

Minutes of the Management Committee Meeting held on Monday 22nd October 2012 @ 8:00pm

Present: M. Pluck (Chair), C. Hurd, N. Hutchings, L. Enoch, Arfan Akram,
S. Andrews, J. Palmer, Ms K. Byrne, T. Hebden, P. Staniford

1.0 Apologies for absence

1.1 None

2.0 Minutes of previous meeting

2.1 The minutes of the previous Management Committee Meeting (11th July 2012) were agreed as a true and accurate record of proceedings.

Action Nigel Hutchings to send a copy of the minutes to Sanjay Batra for publication on the website.

3.0 Actions from the previous meeting

3.1 *Consider how the club should go about redecorating the clubhouse at Overton Drive – Martin Pluck had spoken to Steve Arnold to get an indication of the work involved here. It is a bigger job than originally anticipated – it was suggested that we look at the Chingford Rugby Club clubhouse to see the refurbishment they carried out recently. In any event we would need to carry out the work required on the wiring before we considered undertaking a more extensive redecoration of the clubhouse (see 3.2)*

Action Martin Pluck to arrange a visit to Chingford Rugby Club to review the refurbishment work carried out on their clubhouse.

3.2 *Ask Mullaley to undertake a survey of the Overton Drive clubhouse electrics – this had been carried out at a cost of £200 + VAT. The report listed 23 items that needed to be addressed. These were categorised as C1, C2 and C3 depending upon the potential risk. We would need to have a Residual Current Device (RCD) installed. This work would be carried out by a contractor of Mullaley and would cost £1,500 + £300 for materials. Chris Hurd had sent a letter requesting confirmation of the full cost and effort for resolving the issues identified in the survey.*

The Management Committee agreed that this work must go ahead as a priority. The electricians would be coming during the following week to address the issues identified.

3.3 *Request Mullaley to provide an estimate for repairing and repainting the roof – Chris Hurd had requested a quotation for this work. This has not yet been received.*

3.4 *Resubmit planning application to cover the netting above the tennis courts at Nutter Lane only – this has been done. The local Residents Association were in favour*

of the less intrusive option. We were now awaiting a decision from the Redbridge Planning and Regeneration Department. It was also agreed that we should look at bolstering the netting that runs alongside the ground in Nutter Lane

Action Paul Staniford to organise a cherry picker to facilitate the work on the netting along Nutter Lane

Action Trevor Hebden/Paul Staniford to carry out the work on the netting along Nutter Lane

- 3.5 *Ask WSGL to contribute towards the costs of the repairs/maintenance – WSGL had agreed to pay for the pruning work. Chris Hurd was still waiting to hear back from the tree surgeon.*

Action Chris Hurd to notify the council of the proposed pruning work at Overton Drive

Action Chris Hurd to follow up with the tree surgeon on the pruning work at Overton Drive

WSGL did have potential funds to help pay for the tarmacking of the car park. Originally there was some confusion as to whether planning permission was needed to cover this work but it had been confirmed that this was not necessary. However to avoid any doubt in this instance we should apply for a Certificate of Lawfulness. Chris Hurd was meeting with a contractor on Thursday 25th October to obtain a quote for the work. The landlords would apply to the Redbridge Planning and Regeneration Department for a Certificate of Lawfulness to cover the tarmacking of the Overton Drive car park

- 3.6 *Ask John Cade to help run the quiz on the Thursday night of Cricket Week – completed.*

- 3.7 *Purchase John Sankey plaque (carried forward) – there were still some issues with regard to the score box that needed to be resolved before we could go any further on this. We had experienced problems with the console that enables the scoreboard to be controlled remotely. This had been returned to the original supplier but the company had closed down and had retained the console.*

Action Martin Pluck to continue his efforts to retrieve the Nutter Lane scoreboard console.

Action Len Enoch to purchase John Sankey plaque (*carried forward*)

Action Paul Staniford to put up John Sankey plaque at Nutter Lane when it is available (*carried forward*)

- 3.8 *To organise an Olympiad for the younger juniors on the night of the Olympic opening ceremony (27th July) – this could run alongside the nets during the second session – this did not take place.*

- 3.9 *Provide Cricket Week updates to Sanjay Batra and ask him to display details prominently on the website – completed.*
- 3.10 *Ask Trevor Hebden to run the junior Olympiad on 27th July – this did not take place.*
- 3.11 *Talk to Henry Chambers about the possibility of upgrading the Overton Drive scoreboard – discussions were ongoing.*
- 3.12 *Arrange for framing of photographs for display at Overton Drive to be carried out over the winter – Martin Pluck to continuing working on this.*

Action **Martin Pluck** to arrange for framing of photographs for display at Overton Drive to be carried out over the winter (*carried forward*)

- 3.13 *Follow up with Nigel Baldwin to arrange a skip for the disposal of the overturned, derelict benches behind the store room at Overton Drive along with the old site screens – an end of season tidy up of the ground would be arranged and a skip would be arranged to coincide with this.*

Action **Martin Pluck** to co-ordinate end of season tidy up when Nigel Baldwin available.

- 3.14 *Contact Stuart Canvas to obtain a quotation for the portable nets and site screen – this had been done and the portable nets had since been purchased. Martin Pluck managed to get a very favourable deal, including spare netting.*
- 3.15 *Ask Sanjay Batra to use the website to advertise Olympic evenings when high profile events were taking place. The aim was to encourage members to come up to the club on these evenings – completed.*
- 3.16 *Send copies of the minutes to Sanjay Batra for publication on the website – completed.*
- 3.17 *Liaise with Sanjay Batra to add details of the club Football Section sections to the website (carried forward) – carry forward.*

Action **Paul Staniford** to liaise with Sanjay Batra to add details of the club Football Section sections to the website (*carried forward*)

- 3.18 *Put up John Sankey plaque at Nutter Lane when it is available (carried forward) – carry forward (see 3.7 above).*
- 3.19 *Erect heavy boards (possibly from obsolescent site screen) at back of nets (carried forward) – this could be done once the nets had been taken down for the winter.*

Action **Trevor Hebden** to erect heavy boards (possibly from the obsolescent site screens) at back of nets (*carried forward*)

- 3.20 *Arrange the necessary First Aid and Safeguarding and Child Protection courses (carried forward) – completed.*
- 3.21 *To locate contract and check terms of warranty for refurbishment of nets – the formal contract/warrantee could not be traced. Once the nets had been taken down for*

the winter we would ask Tony Burgess to treat the surfaces and remove any weeds or moss.

Action Martin Pluck to contact Tony Burgess and ask him to treat the surfaces of the practice nets in readiness for next season.

4.0 Fund Raising

See under Treasurer's Report below.

5.0 Treasurer's Report

5.1 Grant applications

We had received a reduced grant from Sport England to cover the cost of the new mobile nets. No other grant applications were outstanding at this stage.

5.2 Statement of Accounts

Chris Hurd had prepared the accounts for the year ending September 2012. These were still in draft form but showed a loss for the year of approaching £8,000. When compared with the previous year's profit of £8,121 this meant that there had been a negative turnaround of £16,000 in the club's finances over the past 12 months. This was a very worrying situation. The following key areas contributed to this loss:

- The bar turnover plummeted during the summer months due to the awful weather – the bar profit had decreased by around £6,000 over the year
- We no longer benefited from 2 substantial donations that we had received in previous years – these amounted to £10,000.
- Lots of income items had reduced by relatively small amounts – this added up to a material downturn in income.
- Ground expanses were up by £6,000.
- Many expense items had increased by small amounts – once again this had a detrimental impact on the overall bottom line

We were not alone in this – other clubs had reported similar experiences. The adverse weather meant that circumstances this year were, to a large degree, exceptional but we were not immune to the elements. This could just as easily happen again in subsequent years. The key challenge was the fact that whilst our expenditure was generally fixed the club's income was liable to fluctuations.

As a club we would have to look closely at 2 areas – discretionary expenditure and income. Discretionary costs cover a range of services ranging from Sky TV subscriptions and Performing Rights Fees to cleaning and certain less critical ground expenses. It was noted that the demise of the 7th XI meant that we would have 7 less pitches at Fairlop to pay for in 2013 – this would have saved the club around £1,000 this year as these costs had not been offset by match fees as the games did not go ahead. The club could not afford to continue trading at a loss. It was agreed that we should focus on the following areas:

- Identify existing discretionary costs that could be avoided or reduced
- Promote the club as a marketable entity (via brochures etc) to help attract sponsorship
- Obtain a club sponsor
- Increase the number of social events that the club organise and host next year. This would require club members to provide time and ideas to identify and plan these events. Martin Pluck and Joe Palmer were intending to meet with potential volunteers in March next year.
- Organise fund raising events for the club along the lines of those we have previously put together to raise money for other worthwhile causes (for example the marquee event arranged for James Foster's benefit in 2010.)
- Establish a Social Committee with active participation of junior section members – this should meet on a monthly basis.
- Make members aware of the current situation and encourage them to participate in initiatives to raise income for the club. Emphasise the fact that subscriptions were not sufficient on their own to cover the costs of running the club
- Start preparations now for celebrations and social events to mark the club's 150th anniversary in 2016

The following actions were agreed:

Action Arfan Akram to provide Martin Pluck with details of his contact at the Lords Nursery Ground.

Action Martin Pluck to write a formal letter to Lords requesting use of the Nursery Ground for a Wanstead 150th anniversary game in 2016

Action Len Enoch to follow up with a junior section club member who has marketing experience that could benefit the club – hopefully they would be keen to take part in this initiative.

Action Martin Pluck to contact a potential club sponsor.

Action Trevor Hebden to speak to Mohammad Fayyaz Khan about installing a proper timer at Overton Drive so that we use the heating more efficiently.

Action Trevor Hebden to send Chris Hurd contact details for an alternative refuse collection company

Action Nigel Hutchings to follow up with Cliff Greenhill on Performing Rights Fees

Action Len Enoch/Martin Pluck to provide Joe Palmer with names of potential members for revamped Social Committee

Action Joe Palmer to organise monthly meetings of the Social Committee

5.3 Insurance

Chris Hurd noted that our current insurance did not cover having more than £1,000 on the premises unless we had a permanent safe installed. A safe that could be fixed to the floor behind the bar would cost £160.

The Management Committee were happy to approve this cost

Action Chris Hurd to purchase a safe

Action Trevor Hebden to install the safe behind the bar

6.0 Bars

6.1 Chairman's report

- As noted in the draft accounts provided by Chris Hurd the overall bar profit for the year was down by around £6,000. This was primarily the result of the terrible weather over the summer – 7 Friday evenings, 3 slow coaches matches and 2 Mullaley's softball evenings had been lost. Special events such as the Courtney Walsh Foundation evening in June had only partially compensated for the shortfall in bar takings.
- Concerns had been raised that the bar prices were too high and this was discouraging members from using the bar. Chris Hurd noted that our gross profit margins had gone down since last year – price increases had not matched those of our suppliers. Simon Andrews confirmed that he had received no negative feedback from club members on bar prices. This was in contrast to Trevor Hebden and Martin Pluck – parents especially felt that our prices were far too high for them to stay at the club after the coaching sessions had finished.

Action Martin Pluck to carry out a comparative bar price review against other local cricket clubs.

- It was also noted that Greene King appear to have increased their prices following the loan we had agreed with them for the sofas in the bar area at Overton Drive. There had been no conditions linked to the loan that would justify these price rises.

Action Simon Andrews to ask Lyn Rising to follow up with Greene King to clarify the situation regarding the loan for the sofas – this should not have been linked to a price increase.

7.0 Grounds

7.1 Grounds report

- The condition of both grounds, especially Nutter Lane, had been outstanding this summer. This had been reflected in the marks given to both pitches during the summer. Since the end of the season less maintenance work had been carried than in previous years.

Action Martin Pluck to follow up with Ian Jordan on the maintenance work especially with respect to coverage of the ends at Nutter Lane

The Management Committee would like to thank Nigel Baldwin for his unstinting efforts throughout the season. The condition of the grounds was testimony to his hard work and effective collaboration with the groundsmen, Ian and Matt.

8.0 Social

- 8.1 A charity football event had been arranged at Overton Drive on Sunday the 25th November. This was expected to be very well attended.
- 8.2 A quiz night had been organised for Saturday 24th November. Arfan Akram would contact the Lahore Kebab House to see if they could provide the food
- 8.3 Nigel Baldwin would be co-ordinating a race night – this was scheduled to take place on the 9th February 2013.
- 8.4 Darts evenings at Overton Drive had recommenced – these would take place every other Tuesday
- 8.5 Kingfisher would be providing another quiz at Overton Drive to promote next year's Kingfisher Beer National Cup competition.

Action Arfan Akram to ask Lahore Kebab House if they would be able to provide food for the quiz on 24/11.

Action Arfan Akram to co-ordinate with Kingfisher to carry out a quiz at Overton Drive in the early part of next year.

9.0 Safeguarding

- 9.1 There had been one incident of a serious nature this summer – this had to be escalated to the new County Welfare Officer. The offending party had now left the club and a formal letter had been sent to notify them of this breach of the club's Code of Conduct.
- 9.2 This event had highlighted the need for diligence in this area. It was important to keep the club's Conduct and Child Protection Policy up-to-date and to ensure the Conduct and Child Protection Panel members maintained their active involvement. The following actions were identified:

Action Kate Byrne to put together a formal communication stressing the importance of adherence to the club's Conduct and Child Protection Policy – this would be circulated at the start of next season

Action Len Enoch to update the Conduct and Child Protection Policy to reinforce the policy with regard to taking photographs in changing rooms and the appropriate use of social networking sites and services.

Action Len Enoch to prepare a club statement reinforcing the guideline that all on field communications must be in English to ensure that they are clearly understood by all participants

Action Len Enoch to invite Kulwant Nagra to join the Conduct and Child Protection Panel

10.0 Cricket

10.1 Adult Cricket

This has been an outstanding season for the club, probably the best in living memory:

- The 1st XI had participated in 41 competitive fixtures of which they had won 31. The main highlights were winning the Shepherd Neame Essex Premier League and finishing runners-up in the Kingfisher Beer National Club competition. We also reached the final of the Essex League Cup as well as the quarter finals of the Cricket Club Conference Cup.
- The 2nd XI finished runners-up in their league
- The 3rd XI were runners-up and were promoted back to the 3rd XI Premier League
- The 4th XI won their league and were promoted back to the 3rd XI 1st Division
- The 5th XI finished 3rd in their league after a difficult early part of the season
- The 6th XI finished just below mid table in their division.
- The 7th XI played only 2 out of their scheduled 12 fixtures – all the other games were cancelled. It had become increasingly difficult to field a team or find opposition that could get a side together. As a result it had been decided that the club would not put out a 7th XI next season.

10.2 Junior Section

- The U11s had an excellent season and having won the Midweek League went on to retain the Haydn Davies Trophy – they have now won this in each of the 3 seasons that it has been played.
- The U13s reached the finals of the ECB National Club Championship at Oakham School. They gave a very good account of themselves having chances to win in every game they played.
- The U16s had been well beaten in the Matchplay semi-finals but had done very well to get that far in the competition.
- In terms of numbers the junior section was at full capacity again this season.
- The junior section suffered disproportionately from the weather during the early part of the summer – 40% of Friday evening coaching sessions were washed out. The problems the club faced with the weather had made the tremendous efforts of the volunteers and coaches all the more impressive.

Action Len Enoch to put together a letter of thanks to the junior volunteers for all their work during the year

10.3 Ladies Section

- This was another excellent season for the Ladies. Having been victorious in the indoor league, they won Division A of the North London Womens Cricket League and finished runners up in their T20 competition

- The Girls reached the U13 regional final

11.0 Football

- During the 2011/12 season the Saturday XI had finished 4th in their league and also managed to reach 4 cup semi-finals. The Sunday XI had also been 4th in the league and did very well to reach the final of the Essex Sunday Junior Cup where they were narrowly beaten 4-3.
- So far during the current season both teams remained unbeaten (Saturday XI 7 games and Sunday XI 6 games)
- The vets were playing on Saturdays again this year, which was good news.
- The aim of the club was to get into the Essex Olympian League. To achieve this they would need to fulfil 2 criteria – finish at least 3rd in the league this year and increase the size of the referees' room to meet the league's requirements. They would look to fit out the score box shed for this.

12.0 Any Other Business

None

13.0 Date of next meeting

13.1 The next meeting would be during the week beginning 10th December 2012.