

WANSTEAD & SNARES BROOK CRICKET CLUB

Minutes of the Management Committee Meeting held on Tuesday 5th February 2013 @ 8:00pm

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

1.0 Apologies for absence

Ms K. Byrne.

2.0 Minutes of previous meeting

2.1 The minutes of the previous Management Committee Meeting (12th December 2012) were agreed as a true and accurate record of proceedings. Some minor amendments were identified and would be made prior to final publication.

Action Nigel Hutchings to amend the minutes as necessary and send a copy of these to Sanjay Batra for publication on the website.

3.0 Actions from the previous meeting

3.1 *Confirm the club's interest in progressing with the sponsorship/advertising consultancy initiative* – Chris Hurd had a meeting with SponsorPACK scheduled for Saturday 9th February. We were still looking for a liaison person within the club to undertake the admin work associated with this initiative.

3.2 *Follow up again with Greene King on their advertising board* – Chris Hurd was now dealing directly with the supplier and expected to get this set up for the start of the season.

3.3 *Contact Hare Wines (in Hermon Hill) to provide them with details of costs for taking out an advertising board with us* – Joe Palmer had contacted them. They had expressed an interest in sponsoring an advertising board but would like to discuss this with Len Enoch first.

Action Joe Palmer to get name of the contact person at Hare Wines so that Len can contact them about taking out an advertising board at Overton Drive

3.4 *Organise monthly meetings of the Social Committee (carried forward)* – the prospective candidates for this group were still to be identified. We would advertise this at the AGM and junior registration evenings to see if there were any club members interested in participating in this committee.

Action Joe Palmer to organise monthly meetings of the Social Committee (**carried forward**)

- 3.5 *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 the forthcoming season.*

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

- 3.6 *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 (carried forward) – it was agreed that this should be put on hold pending the outcome of the SponsorPACK negotiations. The member that Len had identified would be a potential candidate for the SponsorPACK liaison role, should this go ahead.*

- 3.7 *Purchase the John Sankey plaque (carried forward) – Len Enoch would get this done by the start of the season. The wording would reflect the club's appreciation for John Sankey's on-going support of Wanstead and Snarebrook CC.*

Action Len Enoch to purchase the John Sankey plaque prior to the start of the season (*carried forward*)

- 3.8 *Put together a letter of thanks to the junior volunteers for all their work during the year (carried forward) – completed*

- 3.9 *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 (carried forward) – the wording was still to be confirmed and was under review. Carry forward.*

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 send out an email to club members before the start of the season. This will communicate the updates to the Conduct and Child Protection Policy and highlight the key areas that members need to pay special attention to.

- 3.10 *Provide Joe Palmer with names of potential members for revamped Social Committee (carried forward) – no longer required (see 3.4 above)*

- 3.11 *Arrange a visit to Chingford Rugby Club to review the refurbishment work carried out on their clubhouse (carried forward) – completed.*

- 3.12 *Ask Rohit Gupta to recommend a company to supply the advertising boards – Martin Pluck had passed on details to Chris Hurd.*

- 3.13 *Carry out a comparative bar price review against other local cricket clubs (carried forward) – carry forward*

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

3.14 *Contact a potential club sponsor (carried forward)* – Martin Pluck has tried on several occasions to contact the potential sponsor but has had no success to date.

Action **Martin Pluck** to speak to Lynn Rising to see if there is alternative person he can contact regarding club sponsorship.

3.15 *Contact Tony Burgess and ask him to treat the surfaces of the practice nets in readiness for next season (carried forward)* – completed. This would be done before the end of March.

3.16 *Co-ordinate a pre-season tidy up in the spring* – this was underway. Martin Pluck had registered the club for the NatWest Cricket Force day on 6th April. A skip would be organised for that day and the plan was to put in the boarding at the back of the nets at the same time. As part of the NatWest initiative we are eligible for a privileged account at Jewsons. If we spend £100 on materials by 11th March this will be topped up to £400 – we need to check to see if we have enough work to justify this spend.

Action **Martin Pluck** to contact Nigel Baldwin to see if we have enough refurbishment work to justify spending £100 on materials at Jewson.

3.17 *Write a formal letter to Lords requesting use of the Nursery Ground for a Wanstead 150th anniversary game in 2016 (carried forward)* – Martin Pluck had sent both a letter and an email. As yet he had not received a response.

3.18 *Amend the Management Committee minutes as necessary and send a copy of these to Sanjay Batra for publication on the website* – completed.

3.19 *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*)

3.20 *Put up the John Sankey plaque at Nutter Lane when it is available (carried forward)* – *carry forward* (see 3.7 above).

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

3.21 *Organise a cherry picker to facilitate the work on the netting along Nutter Lane* – *carry forward*.

Action **Paul Staniford/Trevor Hebden** to meet with a specialist company to discuss the work required to repair the netting by the Nutter Lane clubhouse.

- 3.22 *Circulate details of Fayyaz's quote for the boiler/central heating remedial work to the Management Committee – Fayyaz had supplied a quote to install an up-to-date programmer that enabled the heating and water to be controlled separately. The cost to do this work was £250.*

The Management Committee gave its approval for this work to go ahead.

- 3.23 *Organise the Christmas cricket match – despite Trevor Hebden's best efforts to arrange this fixture it had to be abandoned as a result of the wet weather.*
- 3.24 *Send out 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 – this would be done at the start of the season. Carry forward.*

Action Trevor Hebden to send out 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.

- 3.25 *Erect heavy boards (possibly from obsolescent site screen) at back of nets (carried forward) – to be done during NatWest Cricket Force day on 6th April (see 3.16 above.) Carry forward.*

Action Trevor Hebden/Joe Palmer to erect heavy boards (possibly from the obsolescent site screens) at back of nets on 6th April (*carried forward*)

- 3.26 *Carry out the work on the netting by the Nutter Lane clubhouse (carried forward) – this will be done in April. Carry forward.*

Action Trevor Hebden/Paul Staniford to carry out the work on the netting by the Nutter Lane clubhouse. This will be done in April (*carried forward*)

4.0 Fund Raising

4.1 Sponsorship

As noted under action 3.1 above Chris Hurd had arranged a meeting with SponsorPACK on the 9th February to discuss further a formal arrangement to help us to increase advertising revenues and bring sponsorship money into the club. This initiative was described in the minutes of the previous Management Committee meeting.

Moni Das and Ibrahim Dar had kindly offered to sponsor the upcoming Race Night. Ibrahim Dar had also offered to sponsor the club kit. It was agreed that we would need to be careful about accepting sponsorship, however generous and welcome it may be, that would cause potential conflict for other club members who had similar business interests.

In addition, we would need to work with Mohammad Fayyaz Khan on the advertising/logos that would appear on the club clothing.

Action Martin Pluck to follow up with Ibrahim Dar on the kit sponsorship offer and would also speak to Moni Das and Tahir Iqbal about a joint sponsorship approach.

Action Martin Pluck to follow up with Fayyaz on club clothing arrangements.

4.2 Grants

2 further outstanding grant applications had been turned down. Chris Hurd was looking to apply to the England and Wales Cricket Trust for a grant to contribute towards the cost of the protective netting at Nutter Lane.

4.3 Terry O'Connor Bequest

The club had been given an extremely generous bequest from the estate of Terry O'Connor. It was proposed that the money went towards a specific initiative, such as the refurbishment of the clubhouse at Overton Drive. As per the terms of the will, decisions as to how the bequest was to be spent would be taken jointly by Nigel Baldwin, John Gray, Chris Hurd, Martin Pluck and Simon Andrews.

5.0 Treasurer's Report

5.1 Statement of Accounts

Chris Hurd noted that the bar takings for the last 3 months (November to January) were in line with those for the same period last year

The bill for the electrics' overhaul required at Overton Drive would be in the region of £1,800. The cost of the refurbishment work to the sink in the gents' toilets would be £160.

6.0 Bars

6.1 Chairman's report

The bar takings; summary for the past 3 months was as follows

- November 2012 – £300 down on the previous year
- December 2012 – £700 increase
- January 2013 – £2,400 increase

Future bookings for later in 2013 were already looking very positive.

7.0 Grounds

7.1 Grounds report

Both grounds were very wet but no damage had been caused by the heavy rain. The top sightscreen at Overton Drive needed replacing – this might well have to be purpose built.

The Management Committee approved the expenditure required to provide a new sight screen at Overton Drive.

Action **Marin Pluck** to contact Stuart Canvas regarding the new sight screen(s) at Overton Drive.

7.2 Nutter Lane Netting

Chris Hurd had met with the planning authorities and it was agreed that we would apply for the installation of netting that was no higher than either the lights in the tennis court or the street lights. This is 18ft, which is effectively the height of the existing netting. Ironically, it appears that the Tennis Club is now having second thoughts with regard to having the netting replaced.

8.0 Social

8.1 Social Events

Forthcoming events included:

- A Race Night on 9th February – 90 people already had purchased tickets.
- The Blackjacks Jazz Band would be playing at Overton Drive on 16th March.

9.0 Safeguarding

Nothing to report.

10.0 Cricket

10.1 Adult Cricket

The tour to Jamaica was scheduled to start next week.

Both adult teams were still doing well in their respective indoor leagues – the 'B' team had won all 7 of their games to date.

Key points to note about the approaching outdoor season:

- The first friendly of the upcoming season was scheduled for 13th April – this would be against Winchmore Hill
- The League fixtures would start on 11th May
- We had a bye for the 1st round of the League Cup
- The opening ECB National Cup fixture would be against Enfield or Gidea Park
- Our opponents in the CCC Cup would be Sawbridgeworth

10.2 Junior Section

The U11 and U13 'A' teams continued to do well in the indoor league.

The number of junior members attending the Sunday morning indoor coaching at Caterham School was somewhat reduced from last year. This reinforced the

club's concerns that membership numbers would, in likelihood, be lower for the forthcoming season.

The Metropolitan Essex fixtures meeting had been arranged for Sunday 10th February.

Trevor Hebden requested that membership renewal for existing junior members be carried out online this year. Sonia Ali would be undertaking the administration for this. All new members would have to attend a registration evening – this was a Clubmark accreditation requirement. Two registration evenings were planned this year. Existing members could also attend one of these if they preferred to register in person rather than via the club website.

The Management Committee approved online registration of existing club members.

10.3 Ladies Section

There were concerns that the development of junior members through the club was losing momentum. This was an issue we would need to focus on in the coming season.

The following items were also highlighted:

- 3 women members were currently undertaking a Level 2 coaching course
- Anjali Bamrah would be standing down as Ladies captain.

The Committee would like to formally record their thanks for the outstanding job that Anjali had done as captain

- Unfortunately, the Ladies team had been beaten in the semi-final of the Chelmsford indoor league.
- The women's league would comprise 2 divisions this year.

11.0 Football

The Saturday XI was 2nd in their league and still in all of the cup competitions – they had reached the ¼ finals of the County Cup. The Sunday team had lost only once so far, although they had only played 7 games. They were also remained in all of the cup competitions.

Due to the persistent wet weather it was unlikely that we would be able to host any games at Nutter Lane until March.

12.0 Any Other Business

12.1 Fixtures Booklet

The target was to have the booklet ready for printing by the end beginning of March.

Action Martin Pluck to provide Nigel Hutchings with up-to-date details of adult friendly and cup fixtures for fixtures booklet.

Action Trevor Hebden to contact the printers to arrange for the printing of this year's fixtures booklet.

12.2 Development Report

Len Enoch brought to the management Committee's attention the fact that the production of the next club Cricket Development Report was now overdue. Len offered to start work on this in April. He proposed that we establish a Cricket Development Report Committee, to be chaired by Henry Chambers. This would report to the Management Committee.

Action Len Enoch to contact Henry Chambers to invite him to chair the Cricket Development Report Committee.

13.0 AGM Agenda

13.1 The primary discussion focussed on membership subscriptions and match fees. Increasing the annual subscription by 3% would bring in an additional £1,000 provided that the membership numbers remained the same. There were genuine concerns that, given the continuing difficult economic situation, any increase would have an adverse impact on membership and actually result in a reduction in income. For this reason it was agreed that we would propose the adoption of an increase in match fees to £9 and £4 for adult and junior matches respectively.

The following actions were confirmed:

Action Martin Pluck to send out an event email to all club members encouraging them to attend this year's AGM.

Action Len Enoch to draft the AGM announcement to be sent out to club members.

Action Nigel Hutchings to send a draft copy (in both Word and PDF format) to Martin Pluck for review

Action Nigel Hutchings to post copies of the AGM Agenda on the notice boards at Overton Drive and Nutter Lane.

14.0 Date of next meeting

14.1 To be confirmed.