

# WANSTEAD & SNARES BROOK CRICKET CLUB

## Minutes of the Management Committee Meeting held on Wednesday 9<sup>th</sup> October 2013 @ 8:00pm

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

### 1.0 Apologies for absence

Arfan Akram, Ms. K. Byrne, P. Staniford

### 2.0 Minutes of previous meeting

2.1 The minutes of the previous Management Committee Meeting (16<sup>th</sup> July 2013) were agreed as a true and accurate record of proceedings. One minor amendment was 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 *Speak to Michael Holding to see if he would be available to come down to the club for a Q&A session later in the season – unfortunately Michael Holding was not available due to business commitments and this did not take place.*

3.2 *Get name of the contact person at Hare Wines so that Len Enoch can contact them about taking out an advertising board at Overton Drive – completed.*

**Action** Len Enoch to follow up with Mr Gakhal at Gak's (formerly Hare) Wines about taking out an advertising board at Overton Drive

3.3 *Organise monthly meetings of the Social Committee (carried forward) – this was no longer required.*

3.4 *Fully rebuild the top Overton Drive sightscreen in the close season – carry forward.*

**Action** Joe Palmer/ Simon Bottomley/Manny Velani to fully rebuild the top Overton Drive sightscreen in the close season.

3.5 *Contact Henry Chambers to invite him to chair the Cricket Development Report Committee – this was no longer required (see under Club Development Plan item below.)*

3.6 *Purchase the John Sankey plaque prior to the start of the season (carried forward) – the wording had now been agreed and the plaque could now be ordered and installed.*

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

**Action** **Trevor Hebden** to put up the John Sankey plaque on the side wall of referees room at Nutter Lane.

3.7 *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 – see under Fund Raising below.*

3.8 *Liaise with Nigel Baldwin to raise the height of the netting at Nutter Lane – carry forward.*

**Action** **Martin Pluck** to liaise with Nigel Baldwin to raise the height of the netting at Nutter Lane (*carried forward*)

3.9 *Find a replacement for the Nutter Lane scoreboard operating console – Martin Pluck had made progress on this and had arranged for someone to come down to Nutter Lane to advise on what is the best way to address the problem we were facing with regard to the remote operation of the Nutter Lane scoreboard.*

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

3.11 *Liaise with Sanjay Batra to add details of the club Football Section sections to the website (carried forward). This should be done prior to the start of the football season – carry forward.*

**Action** **Paul Staniford** to liaise with Sanjay Batra to add details of the club Football Section sections to the website. This should be done prior to the start of the football season (*carried forward*)

3.12 *Put up the John Sankey plaque at Nutter Lane when it is available (carried forward) – this would now be done by Trevor Hebden (see 3.6 above).*

3.12 *Provide Chris Hurd with web link that has details of FA initiative for promoting level 5/level 6 football clubs – carry forward*

3.13 *Ask Fayyaz to contact Sanjay Batra to discuss putting an announcement on the club website to publicise the kit and communicate the times when this could be purchased – see under Fund Raising item below.*

3.12 *Organise a junior quick cricket game at 5pm on the Sky Open Day on Saturday 3rd August – this went ahead as planned and was a great success.*

#### **4.0 Fund Raising**

##### **4.1 Sponsorship**

There had been some promising developments in this area. Martin Pluck had recently met with Habitari, a letting agency in South Woodford who were reviewing their 2014 marketing plans and had expressed an interest in sponsoring Wanstead Cricket Club. A follow-up meeting would be arranged for the week beginning 21<sup>st</sup> October to discuss this in more detail.

Martin had also been in contact with another potential sponsors and would be meeting with them in early November to talk about possible sponsorship arrangements.

Should any of these sponsorship deals go ahead the sponsors's logo would have to be added to the club kit and we would need to guarantee that, at a minimum, all 1<sup>st</sup> XI players wore the new kit. This also emphasised how important it was for club members to be able to have ready access to kit that they could purchase via the club website.

**Action** Martin Pluck to arrange a follow-up meeting with Habitari for the week beginning 21<sup>st</sup> October.

**Action** Trevor Hebden to liaise with Fayyaz to carry out a stocktake of the current kit assets.

## 5.0 Treasurer's Report

### 5.1 Statement of Accounts

Chris Hurd circulated a draft version of the accounts for the year ending 30<sup>th</sup> September 2013. These did not make very pleasant reading as they showed that the club had lost just under £9,000 compared to a loss of £7,531 in the previous year. Every effort had been made to turn things around this year and things had actually improved when taking into consideration the fact that the loss in 2012 would have been significantly greater if we hadn't received the Hilda Castell legacy of £10,000. Chris highlighted the following aspects of the accounts:

#### Income

- Bar takings increased (the improved weather would have been a factor here) although September saw a big drop in bar income (down over £7,000 on the same month in 2012)
- Match fees had gone up significantly – whilst the fee rates had been increased slightly the better weather meant we played more games this year
- The profit on social events had gone up by over £1,500
- Donations were down by £12,500
- Grants were down by £1,700

#### Expenses

- Ground expenses were down significantly (by over £6,000)
- Junior section expenses had decreased by £1,635 although we had paid £1,500 to send people on coaching courses. The cost of individual training courses had gone up significantly in the last few years.
- Insurance costs had been cut by nearly £1,200
- Match expenses were down by nearly £3,000
- Pavilion costs had gone up by £1,500 largely due to rewiring costs that could not be avoided

Thanks to Chris Hurd's vigilance and focus on cutting back on unnecessary expenditure the club's expenses had been reduced by just over £5,500 but this was not enough. We had made a significant loss for 2 consecutive years and were now relying on savings built up over several years. This trend could not continue unabated.

There was no single answer here and we would have to attack this in several different ways. Chris Hurd had put together a list of approaches that we should consider. These included:

**Maximise existing income**

- Advertising – sell more advertising boards or advertising space (on the website or in the fixtures booklet)
- Bar profit – negotiate a reduction in prices or increase turnover by making greater use of the clubhouse
- Football – increase the contribution that the football section makes to the club
- Grants – seek out new grants (although these were still very hard to come by)
- Match fees and annual subscriptions – ensure that all match fees were collected and subscriptions paid
- Social events – increase activities and engage a greater number of club members in these
- Subscriptions – increase subscriptions (a last resort) or increase the social membership
- Clubhouse lettings – maximise the use of the clubhouse, especially during the summer months. Complete the refurbishment and actively advertise the use of the clubhouse to all club members

**New income sources**

- Sponsorship – obtain a major sponsor or a range of sponsors for specific items
- Events – run a small number (1 or 2) of high profile fund raising events each year. Additional options were a major summer raffle or encouraging the junior section to run a major fund raising initiative

**Minimise costs**

- Bank arrangements – switch banks to reduce charges (see below)
- Junior coaching – reduce coaching costs or cease to pay for courses
- Discretionary costs – review on an on-going basis and cut back wherever possible

We must make all club members fully aware of the current perilous position we found ourselves in and encourage a greater number of club members to put forward ideas and actively participate in a range of fund raising activities.

The following immediate actions were identified:

**Action** Martin Pluck to follow up with Graham Jelley to impress upon him how much we spent on coaching last year and ask for Essex to contribute towards the cost of these.

**Action** Trevor Hebden to send Martin Pluck a list of all club members the club had paid for to go on coaching courses

**Action** Martin Pluck/Chris Hurd to discuss how to increase the football section's financial contribution to the overall club

## 5.2 Club Bank Account

Following NatWest's decision to start charging we had decided to move the club's bank account to Barclays.

## 6.0 Bars

### 6.1 Bar Chairman's report

There had been a massive drop in bar profits – these had halved over the past 2 years. This was directly linked to the number of major events that were hosted at the club. The £7,000 drop in takings in September was a real blow but there were a number of promising functions in the next 2 months, which should help to offset this downturn. There were only 2 Saturdays between now and the end of the year when the clubhouse at Overton Drive was not booked.

Pricing was also a concern and the fact that we had not passed on all of the breweries price rises over the last 2 years was impacting profits.

**Action** Chris Hurd to contact Greene King to arrange a meeting with Lynn Rising to discuss current pricing arrangements

## 7.0 Grounds

### 7.1 Grounds' report

The end of season work had been completed on both squares. The outfielders were not fully re-seeded due to the cost of doing so. The sight screens at both grounds had been chained up or dismantled. The nets at Overton Drive were scheduled to be taken down on Saturday 19<sup>th</sup> October.

## 8.0 Social

### 8.1 Social Events

Some concerns had been voiced by younger adult members about the social events that had been arranged for the Adult Cricket Week this year – there was a feeling that some events were a bit uninspiring and out-dated. These members had been asked for suggestions as to how to improve things but had not come up with any positive ideas at this stage. We should review this next season, especially the Monday evening events. Junior Cricket Week had been relatively quiet this year.

*The Committee would like to thank Joe Palmer Snr and Nigel Baldwin for their excellent work in organising the barbecues during the summer.*

A football tournament, co-ordinated by Scott Emmons, was being arranged at Overton Drive – this would take place later in October. A further 3 football matches were being organised over the winter.

**Action**     **Simon Andrews** to confirm the exact date of the October football tournament at Overton Drive.

**Action**     **Martin Pluck** to follow up with Nigel Baldwin to ensure the groundsman is aware of the need to mark up the pitches for the October football tournament at Overton Drive.

**Action**     **Martin Pluck** to follow up with Scott Emmons regarding the October football tournament.

## 9.0     **Safeguarding**

Kate Byrne had indicated that after 4 years as the club's Welfare Officer she intended to step down from this role. She was in no hurry to leave and was happy to stay on until a replacement had been found.

**Action**     **Len Enoch** to identify a replacement Welfare Officer.

Concerns had been raised about the overall fitness of several of the junior club members – there were some genuine concerns here. We would need to engage the parents and offer support and encouragement to address the issues with fitness levels. There would be an increased focus during coaching sessions on fitness training and players would need to attend these to be considered for selection for the top teams in their age groups.

## 10.0     **Cricket**

### 10.1     **Adult Cricket**

2013 had been a very successful season for the club – we had the top 1<sup>st</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup> and 6<sup>th</sup> XIs in the county:

- i. 1<sup>st</sup> XI – succeeded in retaining their Premier League title, which was an excellent achievement considering the challenges they faced regarding the availability of key players due to injury and county call-ups throughout the season
- ii. 2<sup>nd</sup> XI – finished second
- iii. 3<sup>rd</sup> XI – won the 3<sup>rd</sup> XI Premier Division
- iv. 4<sup>th</sup> XI – finished third in the 3<sup>rd</sup> XI First Division
- v. 5<sup>th</sup> XI – winners of the 4<sup>th</sup> XI Premier Division
- vi. 6<sup>th</sup> XI – finished fourth in the 4<sup>th</sup> XI 1<sup>st</sup> division

The Slow Coaches also had an exceptionally successful season with regard to the number of games staged and the number of players who participated in these matches.

Unfortunately, following the 3<sup>rd</sup> XI game against Ilford on the last day of the season, Alan Lord was guilty of breaching regulations regarding the use of social media. Martin Pluck had made a formal complaint to the league about Ilford Cricket Club.

*The Management Committee noted and ratified the actions taken by the club Chairman in connection with this matter.*

## 10.2 Junior Section

This had been a decent season although we were not as successful as in previous years. Junior teams reached 7 finals, winning one of these. There had been a few more disciplinary issues this year and these were being dealt with.

## 10.3 Ladies Section

This had been a challenging season. The Ladies team had won the Chelmsford indoor league earlier in the year and finished runners-up to Hampstead in the North London Women's League. They had got off to a good start in this year's indoor league. One of the major successes this year had been the extent to which members of the junior team had successfully moved up into the Ladies adult team.

## 11.0 Football

Nothing to report.

## 12.0 Club Development Planning

### 12.1 Online Club Development Plans

The ECB were looking to reduce the impact of unnecessary bureaucracy on volunteers' time. As a result it would no longer be necessary to complete the online club development plans going forward. Clubs who found the facility useful could continue to use the ECB online system if they elected to do so. Clubs would still have to complete the Essex Cricket Club Review, which was required to provide the ECCB with the statistical information previously available via the online plans.

**Action** **Trevor Hebden** to complete the Essex Cricket Club Review Document online via [www.essexcricket.org.uk/community/club-information-planning](http://www.essexcricket.org.uk/community/club-information-planning) by the end of February

### 12.2 National Data Collection

The ECB had made a significant investment in the development of Play-Cricket and would be using the new site to collect national data about cricket and the participation levels throughout the country. To ensure that the ECB had an accurate baseline for measurement they needed to gain a better understanding of the current cricket network. To achieve this all clubs must complete the **About Us** section on the re-launched play-cricket.com between October 2013 and January 2014.

**Action** Martin Pluck to complete the **About Us** section on the play-cricket website between October 2013 and January 2014

### 12.3 Clubmark Requirements for 2013 and beyond

It was still a Clubmark requirement for all clubs to have an active development plan that was reviewed annually. This must provide details of the club's current status as well as both short and longer term objectives.

The current process at Wanstead was to communicate with all members to get feedback on the club – everyone must have an opportunity to provide input should they so wish. In the past we had interviewed targeted key individuals and we wanted to do this again. Representatives from the following groups would be engaged:

- women members
- younger club members
- social members
- the Management Committee
- Essex County Cricket Club officers

A dedicated committee would be required to oversee this initiative and ensure targets were achieved.

**Action** Len Enoch to ensure that the Club Development Plan meets the ECB criteria and is completed by March 2014.

**Action** Len Enoch to assemble a Club Development Plan Committee

**Action** Len Enoch to ask Mike Mead to chair the Club Development Plan Committee

*The Management Committee was happy for Len Enoch to organise the Development Plan Committee and select members to participate in this.*

### 13.0 Any Other Business

#### 13.1 Umpires course

Following their recent AGM, Trevor Hebden had been asked by the Essex Association of Cricket Officials to formally convey its thanks to Wanstead Cricket Club for allowing the Overton Drive clubhouse to be used for umpiring courses on Monday evenings over the winter.

#### 13.2 Overton Drive car park

Chris Hurd confirmed that work would start on resurfacing the car park on Wednesday 20<sup>th</sup> November. The car park would be closed on the 27<sup>th</sup> and 28<sup>th</sup>.

### 14.0 Date of next meeting

14.1 Week beginning 9<sup>th</sup> December – date to be confirmed.