

WANSTEAD & SNARES BROOK CRICKET CLUB

Minutes of the Management Committee Meeting held on Wednesday 12th February 2014 @ 8:00pm

Present: C. Hurd (Chair), N. Hutchings, T. Hebden, L. Enoch, S. Andrews

1.0 Apologies for absence

M. Pluck, Ms. K. Byrne, J. Palmer, P. Staniford, Arfan Akram

2.0 Minutes of previous meeting

2.1 The minutes of the previous Management Committee Meeting (17th December 2013) were agreed as a true and accurate record of proceedings.

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 *Discuss Greene King proposals with Simon Andrews and Lynn Rising* – completed. A meeting took place with Greene King where the following was agreed:

- i. The club would commit to a 3-year loyalty agreement in return for a payment of £4,500
- ii. Even though there had been an annual price increase from 1st January 2014, we would look to reduce the prices for some items
- iii. The club would take some additional products that would improve profit margins without reducing quality or availability in any way.

3.2 *Provide costings for using metal as opposed to wood when rebuilding the top sightscreen at Overton Drive* – Joe Palmer had confirmed that to repair the sightscreen with a metal frame would cost in the region of £400 as opposed to £200 if wood was used. Fayyaz was also looking at getting an alternative quote for the metal option.

Action Trevor Hebden to liaise with Joe Palmer to ensure that he does not go ahead until the alternative metal framework quote for the sightscreen has been received and reviewed. (see 3.21 below)

3.3 *Follow up with Mr Gakhal at Gak's (formerly Hare) Wines about taking out an advertising board at Overton Drive* – this had been done and Mr Gakhal had expressed an interest in taking out an advertising board.

Action Len Enoch to provide Chris Hurd with contact details for Mr Gakhal of Gak Wines.

Action Chris Hurd to follow up with Mr Gakhal of Gak Wines regarding the possibility of taking out an advertising board or other advert (club website or membership booklet)

- 3.4 *Identify a replacement Welfare Officer – a potential candidate for this role had been identified but the appointment was still to be finalised.*

Action **Len Enoch** to continue efforts to find a replacement Welfare Officer (*carry forward*)

- 3.5 *Ensure that the Club Development Plan meets the ECB criteria and is completed by March 2014 – this was in progress and interviews with club members had already started.*

Action **Len Enoch** to ensure that the Club Development Plan meets the ECB criteria and is completed on schedule.

Action **Len Enoch/Trevor Hebden/Chris Hurd** to meet with Graham Jelley to discuss and review the Club Development Plan and assess against the ECB criteria. They would also discuss training courses and potential funding of these (*see 3.9 below*)

- 3.6 *Contact Scott Emmons about organising a football tournament in February or March next year – this tournament had been cancelled.*

- 3.7 *Follow up with Graham Russell on the design options for the pavilion refurbishment – Martin Pluck had contacted Graham Russell who would liaise with Chris Hurd while Martin was out of the country. Graham had produced some initial drafts, which he was in the process of revising.*

- 3.8 *Write AGM Agenda Cricket Report – Martin Pluck had completed this.*

- 3.9 *Go back to Graham Jelley and ask what further progress had been made on identifying funding for cricket coaching courses – see action under 3.5 above. The club would follow up with Essex to further explore potential sources of funding for training courses.*

- 3.10 *Produce labels and provide envelopes for the AGM agenda to be sent out in early February – this was in hand.*

- 3.11 *Arrange Players Meeting for 2nd week in February– Nigel Hutchings had done this.*

- 3.12 *Arrange AGM for mid-March – Nigel Hutchings had done this.*

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

- 3.14 *Liaise with Sanjay Batra to add details of the club Football Section sections to the website (carried forward) – no further progress had been made on this.*

Action **Nigel Hutchings** to provide Sanjay Batra with details of the link to the Essex Olympian Football League website

- 3.15 *Provide Chris Hurd with web link that has details of FA initiative for promoting level 5/level 6 football clubs – no further progress has been made on this.*

Action Nigel Hutchings to investigate if there is any information online regarding the FA initiative for promoting level 5/level 6 football clubs

- 3.16 *Continue to press Essex for clarification on the new coaching courses – this would be picked up at the next meeting with Graham Jelley (see 3.5 actions above.)*

- 3.17 *Put up the John Sankey plaque at Nutter Lane when it is available (carried forward) – completed by Trevor Hebden.*

- 3.18 *Complete the Essex Cricket Club Review Document online via www.essexcricket.org.uk/community/club-information-planning by the end of February – completed by Trevor Hebden.*

- 3.19 *Email Martin Pluck with details of outstanding clothing stock – see 15.2 below.*

- 3.20 *Send Martin Pluck a list of all club members the club had paid for to go on coaching courses – Len Enoch has provided the information requested.*

- 3.21 *Fully rebuild the top Overton Drive sightscreen in the close season – **carry forward to the start of the season** (see also 3.2 above.)*

Action Trevor Hebden to ensure sightscreen refurbishment work is completed before the season starts.

4.0 Cricket Development Report

- 4.1 Work on the 2013-2017 report was well underway (see under 3.5 above.)

5.0 Pavilion Refurbishment

- 5.1 Progress on this has continued to be relatively slow on this as we look to confirm the scope and cost of the refurbishment of the clubhouse at Overton Drive. Options include redecoration of the pavilion, renovation of the internal roof and ceiling in the main hall and relocation of the kitchen. See also under see under 3.7 above.

6.0 Fund Raising

6.1 Grants

Grant options were still very limited. Chris Hurd was currently preparing an application to the Cash 4 Clubs fund, which aimed to support grassroots sports clubs.

6.2 Sponsorship

There was no further progress to report on this.

6.3 Club Initiatives

The club was looking to host several high profile events during the season, including an Essex 2nd XI vs Asian League XI T20 match on 20th May and an all day 6-side tournament.

7.0 Treasurer's Report

7.1 Statement of Accounts

Already the situation was looking more promising for the current financial year than in 2012-13. Bar turnover was up substantially and, as noted above under 3.1, we had successfully negotiated a £4,500 loyalty bonus with Greene King. It was hoped that the organisation of several events at Overton Drive during the summer would contribute further to the club's income for 2014.

7.2 Bank Signatories

Changing the club's bank account at the same time as the authorised signatories had turned out to be a real saga. Signatories on both old and new accounts must be exactly the same. This was not possible as several of the signatories on the old account were no longer around. The following steps were therefore required:

- i. Change the signatories on the current account to Chris Hurd and Martin Pluck
- ii. Move the account to Barclays
- iii. Add Nigel Hutchings as authorised signatory once the Barclays' account had been set up

8.0 Bars

8.1 Bar Chairman's report

The November 2013 bar takings were slightly down and January 2014 was also a quiet month but these reductions were more than offset by increases in December 2013 (up by £ 4,500) and February 2014 (already up by £2,000.)

Overton Drive was booked every Saturday until the start of the season.

9.0 Grounds

9.1 Grounds' report

The grounds were in very good condition in spite of the amount of rain that had fallen already over the winter. Some further reseeded of the square at Overton Drive would be required.

9.2 Overton Drive Score Box

There had been a leak in the roof. Trevor Hebden had carried out repairs but this fix was only expected to last for 2 or 3 years after which a proper refurbishment would be required. The electrics, including the scoreboard itself, were still in good working order.

9.3 Nutter Lane Scoreboard

It was still not possible to operate the scoreboard using the remote control facility and Trevor Hebden had been liaising with the supplier to address this issue. A new handset could be made available but this would require taking the scoreboard down to replace the electronics. Unfortunately, following the refurbishment of the score box to turn it into a referees' changing room, this would not be straightforward. Paul Staniford thought this would be feasible but it would need careful planning and execution.

Action Trevor Hebden to liaise with Paul Staniford on replacing the scoreboard electronics at Nutter Lane.

10.0 Social

10.1 Social Events

There had been a CHAOS event at the club recently as well as a quiz. As ever, the quiz was well organised by Joe Palmer Jnr but the attendance was rather disappointing. This really highlighted the need to publicise initiatives like this as widely as possible and not rely on the club website as the sole means of advertising these social events

11.0 Safeguarding

11.1 There was nothing to report on this.

12.0 Cricket

12.1 Adult Cricket

Having won the Essex Indoor league the Wanstead 'A' team was now scheduled to play Broadstairs in the regional play-off at the end of February.

The Players' Meeting took place on Sunday 16th February. This was chaired by Nigel Hutchings in the absence of Martin Pluck. The captains/vice-captains were elected as follows:

1st XI	Captain: Arfan Akram	Vice-Captain: Kishen Velani
2nd XI	Captain: Joe Palmer Jnr	Vice-Captain: Nikunj Velani
3rd XI	Captain: Ron Fitzgerald	Vice-Captain: Karan Singh
4th XI	Captain: Danny Mead	Vice-Captain: Dev Patel
5th XI	Captain: Simon Osborn	Vice-Captain: Jonathan Mudhoo
6th XI	Captain: Chris Ley	Vice-Captain: Ramon Chesney Matloob Piracha
Ladies	Captain: Saba Nasim	Vice-Captain: Hannah Newman

The NatWest Cricket Force Day on Saturday 5th April was publicised and players were encouraged to participate in the Development Report online questionnaire. There was a lengthy discussion around fund raising activities and social events and everyone agreed that, in the light of the losses we had made in the previous 2 years, these were critical to the future success of the

club. Trevor Hebden provided an update on club clothing and how this could be purchased. All players were actively encouraged to wear club clothing and captains were asked to reinforce this message whenever possible.

12.2 Junior Section

The attendance at the Caterham indoor training had been very good so far. This applied across all junior age groups as well as adults. The U15s had represented Essex at the regional indoor finals, which took place at the University of East Anglia in Norwich. They did very well to finish runners-up. The overall performance and participation levels in the indoor competitions had been excellent.

12.3 Ladies Section

The Ladies rounded off their good run in the Chelmsford Indoor Competition by finishing runners-up. Even at this early stage there were concerns about availability for the Ladies team in the League this season. This was not a problem as far as the girls were concerned as the numbers were good this year. A girls U13 team would be entered into the national club competition and, for the first time, we planned to have a team in the Girls' Matchplay.

13.0 Football

13.1 The team continued to perform well, although there had been very little football played since before Christmas due to the wet weather and consequent ubiquitous flooding of pitches.

14.0 AGM Agenda

14.1 Subscriptions and Fees

Subscriptions had remained the same for the past 2 years and it was proposed that we raise them by a small amount (around 3% on average) for the coming year. Adult match fees would go up by £1 to £10. Despite these increases, Wanstead's overall fees (combination of annual subscription and match fees) were still substantially lower than those of other clubs in the area.

The timing of this year's AGM meant that junior registration would have to commence before the fees had been formally approved at the meeting, which was scheduled to take place on 21st March.

In this context, the Management Committee was happy to approve the publication of these fees, pending ratification, for the purpose of junior registration.

15.0 Any Other Business

15.1 Club Clothing

Trevor Hebden had a long meeting with Fayyaz on this topic. Fayyaz confirmed that he would be prepared to continue supplying clothing to club members on the following basis:

- i. The focus would be on selling existing stock

- ii. If any new clothing was needed Fayyaz would buy new stock as required but without any sponsor's logo
- iii. Fayyaz would open the shop at more accessible times and on a more frequent basis. This would include a clothing sale at the beginning of the season where there would be a deal of cap and shirt at the following process:
 - a. Juniors – £25
 - b. Adults – £30

Club captains should be reminded at selection meetings to encourage all teams members to wear club clothing.

15.2 First Aid Training

20 people attended the course that took place on 12th February.

15.3 Child Protection Course

The next course had been arranged for 25th February at 19:30.

16.0 Date of next meeting

16.1 Date to be confirmed.