

# WANSTEAD & SNARES BROOK CRICKET CLUB

## Minutes of the Management Committee Meeting held on Wednesday 2<sup>nd</sup> September 2015 @ 8:00pm

**Present:** M. Pluck, C. Hurd, N. Hutchings, T. Hebden, M. Piracha, S. Andrews, J. Palmer, L. Enoch, Arfan Akram, J. Ellis-Grewal.

### 1.0 Apologies for absence

P. Osborn, B. Clark, P. Staniford.

*Martin Pluck announced that Bryan Clark had decided to stand down from his role as Head of Junior Cricket. The Management Committee would like to thank Bryan for the work he done following the reorganisation of the Junior Cricket management structure earlier this year.*

### 2.0 Minutes of previous meeting

2.1 The minutes of the previous Management Committee Meeting on 3<sup>rd</sup> June 2015 were agreed as a true and accurate record of proceedings.

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

### 3.0 Actions from the previous meeting

3.1 *Arrange for the trees behind the Overton Drive clubhouse to be removed* – Chris Hurd confirmed that the trees had been removed but the roots remained and needed to be dug out. A replacement tree would also need to be planted. The oak tree in the entrance to the car park was also dead and leaning dangerously. Chris was liaising with the landlords to have this removed.

**Action** Martin Pluck to follow up with the tree specialist about clearing the residual roots following removal of the trees behind the clubhouse.

3.2 *Submit a further Inspired Facilities Sport England grant application by 8th June* – Chris Hurd and Martin Pluck had submitted a further grant application for the clubhouse renovation and expected to receive a response from Sport England in September.

3.3 *Ensure the quiz on 13th June was clearly advertised on the club website* – the quiz was widely publicised across the club and was extremely well attended.

3.4 *Work with the Social Committee to put together a calendar of club events for July to September* – an events calendar had been put together.

3.5 *Arrange the first meeting of the 150th Anniversary Events Planning Committee prior to the start of the 2015 season (carried forward)* – a meeting had been scheduled to take place over the next 2 weeks. Martin Pluck, Matloob Piracha and Arfan

Akram would participate in this. Arfan also suggested that Scott Emmons should also be invited to join this committee. To date good progress had been made on several fronts:

- Mike Mead was nearing completion of the 150<sup>th</sup> anniversary club handbook – a write-up of the current season was still to be added.
- The photos had been collated and were now ready to be included in the handbook
- Simon Osborn would act as graphic designer for this and would put the handbook together. This would be a colour publication that would run to 50 or 60 pages.
- Paul Bailey has been actively looking for advertisers for the handbook and had been to all the shops in Wanstead and South Woodford. There had been 2 positive responses so far.

**Action** **Martin Pluck** to invite Scott Emmons to join the 150<sup>th</sup> Anniversary Events Planning Committee.

- 3.6 *Identify a playing member who would be willing to join the 150th Anniversary Events Planning Committee (carried forward) – completed.*
- 3.7 *Ask Bryan Clark to report on how effective the junior succession plan had been since Trevor Hebden and Len Enoch had taken a less hands-on role – this had been done.*
- 3.8 *Organise the erection of an Ark Build PLC boundary board at Overton Drive – completed.*
- 3.9 *Remind the fitness class organiser to remove all equipment in time for weekend games at Nutter Lane – completed.*
- 3.10 *Send an email to all club captains to encourage them to raise a team for the quiz on 13th June – successfully completed (see 3.3 above).*
- 3.11 *Speak to the club sponsors about getting a transfer of their logo added to the girls' playing kit – completed. Special versions of these shirts were made.*
- 3.12 *Investigate the options for cloud-based data storage and come back to the Management Committee with a proposal for our document storage – there was a multiplicity of solutions available and Nigel Hutchings has reviewed 10 of the most widely-used products. From a shortlist of Google Drive, Dropbox and OneDrive the Committee agreed to go head with Nigel's recommendation of Microsoft's OneDrive. From a cost, platform integration and vendor stability perspective this was a safe option. A club account had already been set up and Nigel had started to add club documents to the cloud. The focus would be on the storage of formal club documents, such as meeting minutes, copies of club handbooks and development plans. Details of club membership, fixtures, match results, etc would be retained on our HitsCricket.com website. In the short term, Nigel would maintain this document archive. Management Committee members should send him documents that they would like added to this archive.*

**Action** Chris Hurd to send copies of grant applications to Nigel Hutchings so that these can be stored in the club document archive on OneDrive.

3.13 *Send a copy of the minutes for the last Management Committee meeting and AGM to Sanjay Batra for publication on the website – these had been sent to Sanjay but were still to be added to the website.*

**Action** Nigel Hutchings to follow up with Sanjay Batra to ensure 2015 AGM and Management Committee meeting minutes are added to the club website.

3.14 *Obtain a further quote for the repair of the Nutter Lane clubhouse roof and send it to Chris Hurd – this had been done and it was agreed that we would go ahead with work based on the full quote of £7,000.*

3.15 *Carry out repairs to Nutter Lane clubhouse roof now that approval has been given – work to start on this imminently.*

**Action** Paul Staniford to carry out repairs to Nutter Lane clubhouse roof now that approval for this has been given.

3.16 *Liaise with Lynn Rising to obtain a quotation for new bar furniture – Lynn Rising had tried on several occasions to contact a Surrey-based furniture company to get a quote for new bar furniture but had been unable to reach them. As a result, the plan now was to go for hand-made/upholstered furniture, an approach that was previously taken when the existing benches in the bar area were purchased.*

3.17 *Repair the roof of the Overton Drive score box before the start of the 2015 season – this work had been completed. Materials were bought through the subsidised Jewson Privilege Account Scheme that was offered as part of the NatWest Cricket Force initiative.*

3.18 *Replace the door of the scorers' box at Overton Drive prior to the start of the season – this would be deferred now until the close season. Trevor Hebden also pointed out that the junior storeroom roof would need to be repaired.*

**Action** Trevor Hebden to replace the door of the scorers' box at Overton Drive.

**Action** Trevor Hebden to work with Fayyaz to re-cover the junior storeroom/field bar roof.

#### **4.0 Development Report Progress**

4.1 We continued to concentrate on the key areas highlighted in the Club Development Report. The primary focus at the moment was preparing for the refurbishment of the Overton Drive clubhouse.

#### **5.0 Pavilion Refurbishment**

5.1 The club was still awaiting a response from Sport England with regard to the club's most recent grant application. We expect to receive news on this during

September. In the meantime, 3 builders had been asked to provide quotes for the refurbishment work. One big challenge we faced was the fact that the clubhouse roof contained asbestos. This meant that a Refurbishment and Development (RAD) survey would need to be carried out, something that could only be done by a certified asbestos solutions provider. We had received 2 quotes for this work – one for £500 +VAT and the other for £850 +VAT.

*The Management Committee approved the £500 quote, which would cover the RAD survey and subsequent monitoring of the roof work once it went ahead.*

To date we had received quotes from 2 of the builders, covering the roof work and clubhouse refurbishment. We were waiting to hear back from the 3<sup>rd</sup> builder, a company that Darren Flight, the architect, had worked with before. The quotes for the roof work from these 2 builders were £75,000 +VAT and £55,000 + VAT respectively. At this stage it was not clear that the builder who had provided the lower quote was qualified to work with asbestos. We had also received a separate quote from a roofing specialist for £32,000 +VAT. This would cover the cleaning of the asbestos roof and re-coating in line with the guidelines stipulated by the current asbestos legislation. This would include a 10-year warranty.

Builders had a lot of work on at the moment and it might be difficult for them to schedule the pavilion refurbishment to accommodate the club's timescales.

The following next steps were agreed:

1. Put the planning application in place so that we were able to move quickly should the Sport England grant application be approved
2. Chase up the 3<sup>rd</sup> builder, IMS Building Solutions, to provide a quote for the roof and clubhouse refurbishment
3. Go back to JCM Barbier and ask them to provide a quote for the hall refurbishment, excluding roof.
4. Request the roof RAD Survey to be carried out.
5. Update Terry O'Connor Legacy Committee as to how we plan to use his legacy. *The Management Committee approved Martin Pluck and Chris Hurd to do this.*
6. Arrange for someone to be responsible for management oversight of the refurbishment work, on the club's behalf.

**Action** Martin Pluck to follow up with Darren Flight to finalise the pavilion refurbishment planning application.

**Action** Chris Hurd/Martin Pluck to chase up the 3<sup>rd</sup> builder, IMS Building Solutions, to provide a quote for the roof and clubhouse refurbishment.

**Action** Chris Hurd/Martin Pluck to go back to JCM Barbier and ask them to provide a quote for the hall refurbishment, excluding roof.

**Action** Chris Hurd/Martin Pluck to ask the company who provide the £500 quote to carry out the RAD Survey on the roof.

**Action** Chris Hurd/Martin Pluck to update Terry O'Connor Legacy Committee as to how we plan to use his legacy.

**Action** Martin Pluck to ask John Gray to liaise with Trevor Hebden to provide management oversight of the refurbishment work, on behalf of the club.

## 6.0 Fund Raising

6.1 There was nothing further to report on fund raising initiatives.

6.2 Rupert Verdi from Keatons had been invited to President's Day during the adult cricket week. He confirmed that Keatons were already very pleased with the benefits that they had already seen from their relationship with Wanstead Cricket Club.

## 7.0 Treasurer's Report

7.1 As we neared the end of the financial year, Chris Hurd was able to confirm that the club was in a far sounder financial position than it had been in previous years. Generous donations and our sponsorship agreement with Keatons were important contributory factors to this improvement. Whilst we expected to make a profit of around £20,000 over the year, this would be offset by 2 major expenses:

- Repairing the Nutter Lane clubhouse roof – £7,000.
- Extensive renovation work on the square at Overton Drive – £14,000.

Other upcoming costs included new covers and a further refurbishment of the nets at Overton Drive as well as significant maintenance to the outfield.

## 8.0 Bars

### 8.1 Bar Chairman's report

It had been a mixed year for the bar. The first quarter had been difficult with regard to takings but things had picked up during the summer. Friday nights had been very busy until August, when holidays and the loss of 2 evenings due to weather saw a reduction in junior member attendance at the club. Slow Coaches evenings on Tuesdays, and some Wednesdays, had been very well attended and more people had come back to the club after games on Saturday evenings than in previous seasons, which was a very positive development.

## 9.0 Grounds

### 9.1 Overton Drive

There was a problem with the electricity feed to the field bar, which limited the use of the bowling machine.

**Action** Len Enoch to get a quote for repairing the electricity supply to the field bar at Overton Drive.

The square had deteriorated to the extent that only Ilford had received lower pitch marks in the Essex Premier League during the first half of the season. To

rectify this during the close season major renovation work would be required. Phil Jeggo, the Essex ECB pitch inspector, had visited Overton Drive to take a core sample from the pitch and following this he had recommended skimming off the top of the square down to a depth of 40mm. He also confirmed that the quote provided by Ian Jordan for this work was reasonable. At the same time we would also look to get the net run-ups re-seeded. The cost to carry out this refurbishment would be £13,800 +VAT. Work was scheduled to start on 8<sup>th</sup> September. Martin Pluck would also contact Dan Feist and Graham Jelley at Essex to discuss the viability of installing an artificial pitch. This would be ideal for junior coaching. An ECB grant would potentially be available to cover the costs of this.

**Action** Martin Pluck to contact Dan Feist/Graham Jelley with regard to the installation and funding of an artificial pitch at Overton Drive

The amount of cricket played during the season at Overton Drive had made it difficult to get enough water onto the square during the week in readiness for games at the weekend. One of the challenges here was the continuing success of the Slow Coaches programme and the fact that there were often games on both Tuesday and Wednesday evenings. It was proposed that we turn on the hose/sprinkler after the games on Tuesday evenings and leave these running overnight until they were turned off the following morning. To make this possible, the Wednesday Slow Coaches games would need to be moved to Thursdays. We would need to check that the bar could be opened on Thursdays to accommodate this revised schedule. Another option would be to extend the programme into August, which would remove the need to play on Wednesdays.

**Action** Martin Pluck to contact Lynn Rising to see if she was amenable to opening the bar on Thursday evenings to accommodate Slow Coaches games.

The covers at Overton Drive also needed to be replaced or refurbished.

**Action** Martin Pluck to obtain quotes for the replacement or refurbishment of the Overton Drive covers.

## 9.2 Nutter Lane

The shutter on the scoreboard had been broken and needed to be repaired.

**Action** Martin Pluck to contact Julian Spinks of Electronic Scoreboard Units Ltd (ESU) to ask him to repair the Nutter Lane scoreboard shutter.

## 10.0 Social

### 10.1 Social Events

The end of season party was scheduled to take place at Overton Drive after the last game on 5<sup>th</sup> September. The adult presentation dinner would take place on Friday 25<sup>th</sup> September. This would be a formal, £12 a head sit-down dinner. The Junior Dinner had been scheduled to take place on the following evening. The guest of honour would be Ravi Bopara.

Darts evenings would take place again this year over the winter. These were expected to start in early November.

## 11.0 Safeguarding

There was nothing to report on this.

## 12.0 Cricket

### 12.1 Adult Cricket

This had been an exceptionally strong season for the adults with all 6 sides currently in the top 3 places in their respective leagues. The 5<sup>th</sup> XI merited special mention, having already won the 3<sup>rd</sup> XI Division 3 title with one week of the season remaining. This had been their 5<sup>th</sup> promotion in recent years, a remarkable achievement. The 1<sup>st</sup> XI had been in the top 3 throughout the season, which was an excellent performance considering the fact that this had been a transitional season for the team with several young players still settling into the side. The 2<sup>nd</sup> XI had also done outstandingly well with a young side and were in pole position to win the 2<sup>nd</sup> XI Premier League.

The U19 team had been a real success this year and they had reached the finals day in the inaugural NatWest U19 T20 competition. This was scheduled to take place on Sunday 13<sup>th</sup> September at Billericay.

### 12.2 Junior Section

Bryan Clark's resignation would necessitate a re-appraisal of the Junior Section succession plans. In the interim, Trevor Hebden would stand in as Head of Junior Cricket until a replacement was identified. Both Stuart Phillips and Dave Ramdial had done excellent jobs in their Junior Section roles this year.

Unfortunately, from a cricketing perspective this had not been a particularly successful year. On a positive note, the U11s had been very strong and had managed to win the Fairlop Midweek League. There had also been a lot of softball cricket played, which was very encouraging. The U16 side had also been strong but were rarely able to field their best side early in the season due to exams and county call-ups. They had reached the Matchplay Plate Competition Final, where they were scheduled to play Saffron Walden on 19<sup>th</sup> September.

Len Enoch noted that participation in coaching courses had been uncharacteristically low this year. This was largely due to the fact they took a long time to complete and delivered relatively little benefit. As an example of the limited value of some of the courses, the Level 2 courses did not even certify coaches to run net sessions.

Len Enoch and Trevor Hebden were in the process of putting together a discussion document to analyse the current state of junior cricket as there were genuine concerns in several areas, especially the adverse impact of district cricket on junior recreational cricket.

**Action** Trevor Hebden/Len Enoch/Matloob Piracha to reassess the Junior Section management structure and report back to the Management Committee with their recommendations.

### 12.3 Ladies Section

It had been a successful season for the ladies and the girls. The highlights have included:

**Ladies** The ladies would either be league champions or runners up, depending on the result of the last game of the season against Ickenham. They were also through to the league T/20 finals day at Underhill Elizabethans on 13<sup>th</sup> September.

**U16 Girls' Matchplay** The girls had done very well in the competition this year. In what became a 4-team competition, following the withdrawal of 2 sides, Wanstead won 2 out of their 3 games. Despite apparently finishing 2<sup>nd</sup> in the league they did not make the final due to the somewhat anomalous way that points were allocated.

**U13 Girls' National Cup** Wanstead came 3<sup>rd</sup> in the national final, losing the semi-final to the eventual winners. This was an outstanding achievement and reflected the progress the girls had made in recent years.

**Coach of the Year** Saba Nasim received the ECB Coach of the Year Award, which was presented to her by Mike Gatting during the Ashes Test Match at the Oval.

With many more opportunities arising for the girls in all age groups, Pauline Osborn confirmed that she was finding it increasingly difficult for her to manage the Girls' Section single-handedly. As a result, she was looking to recruit managers for the U11 and U13 girls' teams next season. These managers would work together to take responsibility for their respective age groups, both for coaching and matches.

### 13.0 Football

There were no updates available.

### 14.0 Any Other Business

**14.1** An item would be added to the agenda for the next Management Committee meeting to cover planning of the club's 150<sup>th</sup> Centenary celebrations in 2016.

**Action** Martin Pluck/Len Enoch to provide Simon Osborn with details of the proposed 150<sup>th</sup> Anniversary events so that he can produce a press release.

### 15.0 Date of next meeting

**15.1** The next meeting would be arranged for the week beginning 30<sup>th</sup> November.