



Minutes of a Meeting held on Monday 11th July 2022 at 44 Fulling Mill Lane, Welwyn AL6 9NP (also online over Zoom)

Present:

Mike Newlove (MN) – Chair / Open Tournament Coordinator
Nick Goode (NG) – Vice-Chair
Kevin Maughan (KM) - Secretary
Barbara Lewczynska (BL) – Welfare Officer / Closed Tournament Coordinator
Dave Bartlett (DB) – HBA Rep

	Item	Action	Due by
1.	Apologies Zoltan Tatrai (ZT) –Treasurer		
2.	Minutes of previous committee meeting One correction was noted post meeting, that the U16 management team should be: U16 - Ben Vranjkovic (joint manager) / Stephanie Stockwell (joint manager) Apart from this, the minutes of the last committee meeting (16/05/2022) were accepted unanimously.		
3.	Actions from previous meeting not covered by an agenda item Bill Goode's Bequest NG reported that this year's tournament (19/06/2022) had just about broken even. He has provided a date to ZT for booking HSV next season. He is hoping to have 12 teams competing next year.		
4.	Actions from 2022 AGM Ken Winchester had asked about the auditing of our accounts. This is an outgoing action over several months with our identified auditor not yet having chance to carry out the audit. It was agreed that NG should investigate alternatives, initially contacting the HBA treasurer (Colin Walker) and the HBA auditor. At a minimum we should aim to get last year's accounts audited.	NG	
5.	Squad Trials & Membership Take-up Two clubs had commented that they had not received notification of the squad trials. Although the details were posted on the website, it was agreed that communication had been poor and needed to be better organised in future (see item 6). One of the clubs had been asked to provide details of players that they felt were of a suitable standard for trials. Depending on the numbers confirmed a suitable assessment will be arranged. ZT is concerned that despite the deadline for parents for the U12, U14 and U16 squads to return membership forms being 27 th June, only 51 had been received up to 11 th July. There is no data to know whether this is 'normal', or whether the rate has been affected by the country's financial situation. The budget on which the membership fees were decided assumes around 80 members from these three squads, so we are potentially £9000 down on income. It was agreed that squad managers should send out chase up messages to parents. It was also agreed that we should encourage player participation in the B tournaments in November to identify further players (see item 6). Trials for the U10 and U18 squads will take place on the first squad night (7 th September). It was noted that the timing of this year's trials in June was a problem for the U18 players taking exams. It was agreed that next year the trials should be postponed until the beginning of July, possibly for all	MN DS BL/KM	



	age groups.	KM	
6.	<p>Communications with Clubs and Schools</p> <p>It was recognised that in previous years, John Stobo had managed much of the communication with clubs and schools and that this needed to be organised now that he had left the committee. It was agreed that a communication schedule (email/Facebook) to publicise HJBA events will be developed by BL/KM.</p>	BL/KM	
7.	<p>Coaches' Contracts</p> <p>HMRC Requirements – DB had been investigating and had been advised that the Squash Racquets Association had a legal adviser who was prepared to help. DB to forward the details to NG who will contact the adviser</p> <p>Rate Review – given the uncertainty about squad numbers for the coming season, it was agreed that we should defer any decision on coaches' payments later in the season.</p>	DB/NG KM	
8.	<p>Financial Matters</p> <p>a. Fees for 2022/23</p> <p>An email had been received from one of the parents commenting on the lack of communication of the membership fee increase this season. It was noted that this would be a particular issue for the younger age groups who had not experienced the level of fees prior to COVID. NG had responded to the parent and explained why the fee was set at £320. It was agreed that we should add a paragraph in next year's membership letter justifying any increase.</p> <p>b. Projects/New Activities that will require funding in 2022/23</p> <p>The funding for the projects that IR is organising was discussed. It was agreed that these should be funded through the East Herts CBN, rather than directly from HJBA. MN to email Sue Clarke confirming a £500 donation to support projects next year and requesting bank account details.</p> <p>It was noted that IR should have a report on Sport England funding he received 3 years ago that it would be useful to obtain.</p> <p>c. Review of 2022 ICT costs</p> <p>All the costs should now have been received and so we can assess the level at which ICT was subsidised this year.</p> <p>d. Medium/Long Term Spending Review</p> <p>Deferred until ZT is available.</p> <p>e. Other Matters</p> <p>It was agreed that it would be useful to have a 'current position' financial report at future committee meetings</p>	KM MN NG ZT ZT	
9.	<p>Assistant Closed Tournament Coordinator</p> <p>It was agreed that the position of Assistant Closed Tournament Coordinator should be created for the coming season as part of the process of handover from BL in her role as Closed Tournament Coordinator. The committee agreed that Ronnie Goode should be appointed to this role.</p>		
10.	<p>Shires League Update</p> <p>It was confirmed that the Shires League would run next season, initially with Mark Russ in charge, but with the intention of Sue Spink taking over once she retires.</p>		
11.	<p>Match Hall for next season</p> <p>It was confirmed that Presdales School will be used next season for matches.</p>		



12.	Junior Badminton Network KM reported that IR had confirmed that he would be holding his successful tournament again in the coming season.	IR	
13. 14.	AOB <p>DB – 9 years ago Oaklands College set up an academy, where students would benefit from free coaching (David Brown was involved), physio etc. The scheme ended due to sickness of the organiser at the college, and lack of promotion. The scheme is being considered again.</p> <p>Their old hall burnt down and the replacement, 8 court is much better. It was agreed that NG/DB would visit the hall to assess its suitability for county use.</p> <p>The college is also planning to build another hall – DB has been involved and the next update will be provided back in a few weeks.</p> <p>DB - The Herts Foundation Coaching course on 3 and 4 September is showing full on the BE site but is likely to be extended from 12 to 24 places. Only 5 of the 12 currently attending are from Herts. and it may be of interest to some of our U18 squad. DB will provide information to KM for publicising on Facebook and sending to Kelly for her squad.</p> <p>BL - Anna Collis (SmashIT) is organising two leagues. It was agreed that we should advertise the leagues to our members. BL has requested a flyer from Anna.</p> <p>NG – for the U10 trials nearly 30 players had been whittled down to 18 and need to be reduced further with trials in September as there are not enough courts at HSV on a Wednesday. NG is concerned that we are discarding good prospects due to capacity issues and is suggesting setting up additional county supported sessions. There is a possibility that his Friday session at HSV could be used for U9s. NG will discuss the best way to structure the new session with Kelly and present a proposal to the committee.</p> <p>MN – the dates for open tournaments need to be agreed</p>	DB DB KM/BL NG MN/BL	
15.	Date of Next Meeting To be confirmed.	KM	

K Maughan
 Honorary Secretary
 HJBA