



Minutes of a Meeting held on Monday 16th May 2022 online over Zoom

Present:

Mike Newlove (MN) – Chair / Open Tournament Coordinator
 Nick Goode (NG) – Vice-Chair
 Kevin Maughan (KM) - Secretary
 Dominic Savage (DS) - Convenor of the Squads Working Group
 Dave Bartlett (DB) – HBA Rep
 Zoltan Tatrai (ZT) – Assistant Treasurer

	Item	Action	Due by
1.	<p>Apologies</p> <p>Barbara Lewczynska (BL) – Welfare Officer / Closed Tournament Coordinator Joseph Eluekunnel (JE) – Fixtures Secretary Ying Lee (YL) – Treasurer Ben Vranjkovic – Clubs Rep</p>		
2.	<p>Minutes of previous committee meeting</p> <p>The minutes of the last committee meeting (28/03/2022) were accepted unanimously.</p>		
3.	<p>Actions from previous meeting not covered by an agenda item</p> <p>Bill Goode's Bequest</p> <p>NG reported (post meeting) that this year's tournament (19/06/2022) was organised, with 10 counties confirmed, including Herts. Three counties have paid so far, and he intends to chase the remaining seven at the end of the month. Players born in 2007 and younger are eligible.</p>		
4.	<p>AGM Arrangements</p> <p>It was confirmed that this season's AGM will be held over Zoom on 30th June, starting at 19:30. YL has confirmed that accounts for the season will be completed over the weekend of 4th June, which will give time to circulate to the committee for comment prior to the meeting.</p> <p>Post holder reports will be needed by 23rd June at the latest, to allow compilation into the reports pack.</p> <p>It was agreed that we would consult with the attendees at the AGM whether we should revert to an in-person AGM for the 2022-23 season.</p>		
5.	<p>Budgeting Meeting Review</p> <p>a. Fees for 2022/23</p> <p>It was agreed that the recommendations of the Budgeting Meeting (09/05/2022) should be adopted:</p> <ul style="list-style-type: none"> • increase squad fees to £320 - using current estimates of costs and potential income from tournaments, this would allow HJBA to break even for the 2022/23 season. • retain match fees at £10 - this will mean that Shires League matches roughly break even. • increase Closed tournament fees from £12 to £13 • retain Open tournament fees at their current level – it was felt that the entry fees were generally in line with other open tournaments 		



	<p>b. 2022/23 Coaches Contract Review</p> <p>It was agreed that the recommendations of the Budgeting Meeting (09/05/2022) should be adopted:</p> <p>The position of lead coach should be created with additional responsibilities overseeing all age group coaches and monitoring all HJBA player BE tournament entries. It was agreed that Kelly Matthews should be offered the position.</p> <p>This will require changes to the coaches' contract for next season.</p> <p>It also may have implications with HMRC and whether HJBA are classed as an employer. This needs to be investigated further.</p> <p>There were further discussions about whether our pay rates for coaches were competitive. It was agreed that the rates should be kept under review and if recruitment became a problem could be revised.</p> <p>c. Projects/New Activities that will require funding in 2022/23</p> <p>Suggestions:</p> <ul style="list-style-type: none"> • a request from Sue Clarke (East Herts CBN) for a donation towards funded coaching in Primary schools. MN had responded, requesting an estimate of the amount required. • a suggestion (NG) for IR to visit schools during the day in Hatfield (there may be some external grants available to fund this). To be discussed with IR • Sponsorship for U18s to qualify as level 1 coaches (ZT) <p>d. Hardship Bursaries Process</p> <p>The circulated Bursary Process (Hardship and Achievement) was accepted with one change. It was felt that the payment process for the hardship bursary on the membership form was over-complicated and should be simplified. In future all players will be invoiced in full while the bursary application is being considered. For successful applications, if the subs have already been paid, the agreed bursary grant will be repaid, and a credit note issued; any subs that have not been paid will be re-invoiced at the lower amount.</p> <p>Bursary Committee to be informed & membership letter to be updated</p> <p>e. Review of 2022 ICT costs</p> <p>No invoice has been received yet from BE for accommodation, and so no final breakdown of this year's ICT costs can be produced.</p>	<p>MN/NG</p> <p>KM</p> <p>DB</p> <p>DB</p> <p>KM</p>	
<p>6.</p>	<p>Confirmation of Squad Management and Coaches for 2022/23 Season</p> <p>It was confirmed that Hitesh Shah and Micky Mahbubani would be leaving the squads at the end of the season. Thanks were expressed to both.</p> <p>The new season's coaching team was discussed at length. The suggested team was discussed with the team post meeting and agreed as:</p> <p>U10 - Nick Goode (manager)</p> <p>U12 - James Gordon (manager) / John Edgell (coach)</p> <p>U14 - Mike Newlove (manager) / Kelly Matthews (coach) / Graham Clarke (coach)</p> <p>U16 - Ben Vranjkovic (manager) / Stephanie Stockwell (coach)</p> <p>U18 – Kelly Matthews (manager) / Sam Newlove (coach)</p>		



7.	<p>Squad Trials Arrangements</p> <p>Trials for this season will be held on 8th June at HSV:</p> <ul style="list-style-type: none"> • Players born in 2011 or later: 1700-1830 hours (U10 and U12 squads) • Players born in 2009 or 2010: 1800-2000 hours (U14 squad) • Players born in 2007 or 2008: 1930-2130 hours (U16 squad) • Players born in 2005 or 2006: 2000-2200 hours (U18 squad) <p>The start of the U18 trials may be delayed until 20:30.</p> <p>It was agreed that we should have a list of junior clubs available at the trials to hand out to participants.</p>	KM	
8.	<p>Shires League Update</p> <p>Congratulations were expressed to the U14 team that won Shires League this season. The U16 team came a very creditable 6th.</p> <p>There is a chance that Shires League will collapse at the end of this season as they need a volunteer to take over the position of Secretary. If this happens it was agreed that it would be a serious blow to junior badminton in England. However, we would need to be pro-active in organising friendlies and maybe look at resurrecting the Eastern Region Badminton Committee, who still have some funds (~£2k) sitting in an account.</p> <p>NOTE: Post meeting it was confirmed that the Shires League would run next season, either with volunteers in charge, or Badminton England if no volunteers could be found.</p>		
9.	<p>Treasurer's Role Update/Actions</p> <p>Our current bank account (HSBC) has introduced charges for charity accounts and does not have the facility to enforce two-person authorisation for online payments. Lloyds provides a free alternative, with the two-person authorisation for online payments. An application to open a new business account has been submitted and three users verified (ZT, MN and KM). Lloyds are currently estimating a 4-week turnaround to open the account, which should be available by 6th June. The account needs to be set up prior to the issuing of membership letters for next season so that the new details can be included.</p> <p>The auditing of the accounts was again raised. MN agreed to contact the auditor (John Eames-Petersen) for an update.</p>	MN	
10.	<p>Unpaid Invoice</p> <p>There is an unpaid invoice for the Primary Schools tournament. The school is to be approached directly, but if unsuccessful it was agreed that the debt be written off.</p>	ZT	
11.	<p>Closed Tournament Organiser Replacement (BL)</p> <p>An email has been sent out to parents asking for a volunteer to take over from BL at the end of next season. So far there have been three respondents expressing possible interest.</p>		
12.	<p>Match Hall for next season</p> <p>It is looking likely that Presdales School will be used next season for matches. NG reported that they are charging £25/h for their four-court hall. It was agreed that this should be progressed. as soon as possible.</p>	NG/BL	
13.	<p>Post-AGM Actions</p> <p>Sue Clarke had asked at the AGM about the Junior Badminton Network that John Stobo (JS) had organised.</p> <p>IR organised this year's tournament for Sunday 6th March, and it proved very successful with many non-county players participating. It was agreed that we should set the date for next season's tournament as soon as possible.</p>	KM/IR	



14. Medium/Long Term Spending Review (ZT) Now that COVID disruption appears to be diminishing, it was agreed that we should revisit our medium/long term spending planning. Postponed until next season.	KM	
15. AOB DB – Herts Sports Partnership are updating their facilities strategy. DB is keeping the CBNs involved. Gosling is putting together plans for a 8 court hall. Money will be available in 2024. DB has provided a potential use report. Oaklands College is building another hall. DB has ensured badminton is represented in the planning. DB is attending a National Sustainability Conference – NG confirmed that plastic shuttles can be recycled. He also mentioned that he used to take feathered shuttles to a local charity to reuse as decorations. He confirmed that they are biodegradable apart from the metal weight.		
16. Date of Next Meeting The next meeting will be the AGM (30 th June).	KM	

K Maughan
Honorary Secretary
HJBA