



**On Monday 28th March 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
 Dominic Savage (DS) - Convenor of the Squads Working Group
 Barbara Lewczynska (BL) – Welfare Officer / Closed Tournament Coordinator
 Joseph Eluekunnel (JE) – Fixtures Secretary
 Zoltan Tatrai (ZT) – Assistant Treasurer

	Item	Action	Due by
1	<p>Apologies</p> <p>Dave Bartlett (DB) – HBA Rep Ying Lee (YL) – Treasurer Jackie Ward (JW) – Newsletter/Publicity Editor</p>		
2	<p>Minutes of previous committee meeting</p> <p>The minutes of the last committee meeting (21/02/2022) 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 that organisation for next year's tournament was progressing, now with 10 counties confirmed, including Herts. The tournament is scheduled for 19/06/2022 and has been agreed with BE. Players born in 2007 and younger are eligible.</p> <p>Coaches Affiliation</p> <p>BL had contacted BE about our concerns that coaches are unable to re-register until they carry out a safeguarding course, and the courses are not easily available. They have confirmed verbally that coaches would still be covered by insurance, even though they have not re-registered. BL agreed to try and obtain that confirmation in writing. MN will discuss with his BE contacts.</p> <p>The situation regarding payment for safeguarding courses is still confused, with some coaches receiving the course for free and others having to pay. This should be clarified with BE.</p> <p>NG needs to complete an online safeguarding course prior to ICT. BL to send the link to NG</p> <p>All England Tickets</p> <p>KM reported that all the free All England tickets provided to HJBA by BE had been used. It was suggested that a better system to make use of the tickets should be set up for next season.</p> <p>Alternative Bank Account</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. Barclays had been identified as a possible alternative, but it has been reported that they are not accepting 'account 'switches'. 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. KM to investigate further.</p> <p>U10 Squad</p> <p>NG had suggested that we should review the setup of the U10 squad. It was agreed that this would be discussed following the session on 20th April when the squads move up to the next age group and there is a clearer idea of squad sizes.</p>	<p>BL/MN</p> <p>BL</p> <p>BL/NG</p> <p>KM</p> <p>KM</p> <p>DS/NG</p>	



4	<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. The committee expressed their thanks to IR for organising the event. It was agreed that we should set the date for next season's tournament as soon as possible.</p>	IR	
5	<p>AGM Arrangements</p> <p>It was agreed that this season's AGM will be held over Zoom on 30th June, starting at 19:30.</p>	KM	
6	<p>Medium/Long Term Spending Review (ZT)</p> <p>Now that COVID disruption appears to be diminishing, it was agreed that we should revisit our medium/long term spending planning. Various suggestions were discussed as potential projects that could be fully or part funded.</p> <p>DS offered to organise a team for the 17-21 tournament being held in York. It was felt that this could be an opportunity to give players that missed out on the cancelled ICT, and it was agreed that more information should be obtained from Roger Cook (possibly at the Masters All England tournament at HSV next weekend). It is too late to enter this season, but it was agreed that we should enter a team next season.</p> <p>It was agreed that the committee should come to the next meeting with some further ideas.</p>	DS ALL	
7	<p>Squad Trials Arrangements</p> <p>Trials for this season will be held either on 8th June (preferred date) or 15th June, depending on HSV availability. Normal squad times and courts need to be booked on the selected date.</p>	ZT	
8	<p>Closed Tournament Organiser Replacement (BL)</p> <p>BL to send job spec to KM for circulation to parents.</p>	BL	
9	<p>Match Hall for next season (NG)</p> <p>Presdales is being investigated as an option for use by HBA Senior and Masters groups and HJBA. BL is collating the potential usage figures of the different groups and is waiting for figures from the Masters group. It was agreed that we should discuss the availability of the hall with Presdales management for 10:00-17:00 on Sundays, between September and the end March (approx. 26 weeks) as soon as possible.</p> <p>It was noted that Gosling is generally empty on Sundays if we need a backup hall.</p>	NG/BL	
10	<p>Coaches' Contracts</p> <p>Some issues have been identified with the rates included in the Coaches Agreement. This was discussed at length and it was decided that an additional payment of £5 / h should be included for the coaching time provided by U10, U12, U14 and U16 squad managers, should they choose to claim payment, recognising the additional responsibility and work required by those positions. The U18 manager is considered separately, due to the additional responsibilities of running RIO and ICT. The agreement should be altered to reflect this change which will be effective from the beginning of next term (20/4/2022), and circulated to the committee for approval.</p> <p>It was also agreed that the document should be altered to clarify that volunteer coaches are eligible to claim back any Badminton England fees relating to their coach's registration.</p> <p>Mileage allowances were discussed, and it was reiterated that mileage rates would be decided at the end of the season once the accounts had been finalised.</p> <p>There was concern expressed that the £40 fixed payment being offered to coaches attending away Shires League matches may not be sufficient, the example being given that a match in Kent could take 7 hours including travelling and 150 miles travel. It was agreed that these payments would be reviewed for next season once we have finalised the accounts.</p> <p>All expenses are currently passed through NG for authorisation. He expressed concern that he is</p>	KM KM KM	



	unable to check whether coaches' submitted hours are correct. He suggested setting up a coaches' WhatsApp group to which the coach would send a message each time they are performing chargeable coaching; if there is no record of coaching in the group chat, he will not authorise payment. It was agreed that a system should be set up and trialled.	NG	
11	<p>Treasurer's Role Update/Actions</p> <p>ZT reported that he had access to everything that he needed at the moment. It is intended that the accounts 'close off' date at the end of April will be the point that ZT takes over full running of the finances, although this cannot be confirmed officially or bank mandates etc changed until the AGM at the end of June.</p> <p>The auditing of the accounts was again raised. MN agreed to contact the auditor (John Eames-Petersen) for an update.</p> <p>ZT asked for squad managers and their teams to be again reminded that Shires League match fees should only be submitted as a single payment from the squad manager, and that players should not pay individually.</p> <p>It was noted that HSV court fees are going to increase from £12/h to £13/h.</p> <p>HSV require next season's booking to be submitted by 24th April. It was agreed that we would book the same courts and times as this season, but also ask to book the remaining courts during our sessions in Hall 2.</p>	MN DS ZT	
12	<p>Shires League Update</p> <p>U14 and U16 teams are through to the finals, and the U18 team is in the play-offs.</p>		
13	<p>Committee Reports</p> <p>No reports had been submitted.</p>		
14	<p>AOB</p> <p>ZT – suggested that a shared calendar that included all Shires League matches and HJBA run tournaments would prove helpful to him running the accounts. It was agreed that this should be trialled.</p>	ZT/JE/ MN	
15	<p>Date of Next Meeting</p> <p>In line with the constitution, squad managers and coaches need to be appointed before the trials (8/6 or 15/6). Next meeting to be scheduled for late May.</p>	KM	

K Maughan
Honorary Secretary
HJBA