

Minutes of a Meeting held on Thursday 8th February 2024 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
Zoltan Tatrai (ZT) –Treasurer
Barbara Lewczynska (BL) - Welfare Officer
Ronnie Goode (RG) - Closed Tournament Coordinator
Kelly Matthews (KMat) – Head Coach
Joseph Eluekunnel (JE) – Fixtures Secretary
Dave Bartlett (DB) – HBA Rep

	ltem	Action
1.	Apologies	
	Dominic Savage (DS) - Convenor of the Squads Working Group Ian Robinson (IR) – Schools Rep Ben Vranjkovic (BV) – Clubs Rep Jackie Ward (YL) – Publicity Officer	
2.	Minutes of previous committee meeting	
	The minutes of the last committee meeting (30/11/2023) were accepted unanimously.	
3.	Actions from previous meeting not covered by an agenda item	
	Bill Goode's Memorial Tournament	
	NG reported that he currently has five counties signed up, including Herts.	NG
	Suspended Coach/Member Communication Process	
	This relates to the ongoing question on the issue of coaches/members that have been suspended by BE, and how that is communicated to clubs/county.	
	No confirmation has been received as to whether that is linked to the BE membership system – DB is following up with BE.	DB
	Premier Club Registration	
	This is still ongoing, and we have received a list of outstanding information that BE requires from us. One requirement is that we have two committee members that have completed a full online safeguarding course – BL to send RG the link.	BL
4.	Coaches' Agreements	
	BE's new Head of People has now resigned, so will not be producing a simplified version of the contract. Nick Rimmer (Operations Director at BE) had now provided a slightly simplified version that has been used for other BE contracted coaches. This has been circulated to MN/NG/KMat for comments.	
	It was agreed that once KMat has checked and signed it off, it will be circulated to our paid coaches for signing.	KMat KM
5.	Financial Matters	
	a. Process for Authorising/Communicating Large Cost Items	
	It was agreed that a process should be put in place to satisfy the auditor to ensure that the treasurer is	

12/02/2024 Page | 1



Hertfordshire Junior Badminton Association | 2024

_		
	informed of proposed spending. Process to be prepared and circulated to the committee for comments.	KM
	b. Projects/New Activities that require funding in 2024	
	It had been agreed that more coaches needed to be identified to deliver further junior badminton development. An email had been circulated to squad parents encouraging them to consider qualifying as coaches. There had been one parent interested in taking a level 1 course.	
	It was agreed that subject to IR having time, HJBA would fund a project to take badminton into schools with the intention of feeding new players into local clubs and encouraging tournament participation. Meeting to be organised – IR/NG/MN/DB.	NG
	c. Medium/Long Term Spending Review	
	Deferred until a later meeting.	
	d. Investment Account	
	The current fixed term account matures on 22 nd Feb. It was agreed that the money should be reinvested for a further six-month period. As we do not have any immediate spending plans for the funds, ZT will review whether we should increase the amount held in the account.	ZT
	e. Budget	
	ZT reported that he had budgeted for an income of £24k this season, but currently, provided that the one Open tournament left to the end of the financial generates the expected £3k, he is projecting a £5k loss.	
6.	Closed Tournaments Review / Primary School Tournament Coaching	
	RG reported that there had been a reduced number of entrants in recent closed tournaments, with some events having to be cancelled. Various issues were suggested:	
	 clashes with Shires League matches (in this case a match had had to be rearranged onto the tournament date) 	
	 clashes with BE tournaments – this is difficult to address as the courts for our tournaments need to be booked well in advance of the BE tournament calendar being released. lack of ranking points for the closed tournament 	
	reduced commitment of squad players for closed tournaments	
	The following actions were agreed:	
	 Reinstate the start of season parents' meeting where tournament participation should be emphasised a sheet of key points to cover should be provided to all managers. Reinstate the appointment of parent reps for all squads. 	KMat KMat
	 The requirement to support HJBA tournaments should be emphasised in the squad membership letter. 	KM
	Investigate the allocation of ranking points for our closed tournaments.	KM
	At the recent 'B' tournament, there was interest expressed in additional 'B' tournaments. It was agreed that this would be a good idea, as the 'B' tournaments tend to be well supported and encourage players participation. As courts need to be booked 12-18 months ahead, the 2025/26 season's schedule needs to be organised soon. It was agreed that RG/BL/MN/NG/KMat should meet to agree dates and decide on whether to include an	
	additional 'B' tournament. If possible, another 'B' tournament should be considered for next season.	RG
	RG questioned the payment process for closed tournaments as she has found that several players have paid late and chasing them up is very time consuming. Using the BE tournament software/PayPal would be difficult as it relies on players being affiliated to BE and not all are. Also, PayPal takes a significant cut of the entry fees and charges a setup fee for each tournament. It was decided to not change the payment process for the closed tournaments.	
	An enquiry had been received from Sue Clarke (Much Hadham Junior BC) about the coaching that used to take place before the Primary Schools Tournament and asking for it to be re-instated. BL reported that it had bee removed as it had been difficult to find coaches to provide the session. It was agreed that this should be reviewed for next season's tournament. RG to communicate the decision to Sue.	RG
7.	Club Tournament (03/03/2024)	
	IR had submitted a written report:	
	The HJBA Clubs tournament is being held at Wodson Park on March 3rd with teams entered from across	
2/02/	/2024 Page	າ

12/02/2024 Page | 2



Hertfordshire Junior Badminton Association | 2024

Hertfordshire (Bob Green – Baldock, Natalie Barton – Bright Stars, Dave Bartlett – Comets jun Newlove – Swifts, Melissa Davey – DKWay, Doug Clark – East Herts CBN, Keith Burns – Abb Stobo – Gosling, Ian Robinson – Broxbourne) We are waiting to hear from Anna Collis, Phil Ac Frances Morrison. Three Rivers were winners last year. 8. RIO/ICT Team Availability Issues KMat reported that this season had been particularly challenging trying to get first choice team RIO, she had approached over twenty players, but only nine were available. The main reason upcoming mock exams, which in some schools had been scheduled for January. However, the	pey BC, John
KMat reported that this season had been particularly challenging trying to get first choice team RIO, she had approached over twenty players, but only nine were available. The main reason upcoming mock exams, which in some schools had been scheduled for January. However, the	
RIO, she had approached over twenty players, but only nine were available. The main reason upcoming mock exams, which in some schools had been scheduled for January. However, the	
be a lack of commitment in some players, with tournament play being prioritised over represent A similar problem has been encountered in team selection for ICT. It was agreed that support teams should be emphasised in the parents' meetings which are to be reinstated next season.	given was ere appeared to nting the county. for the county
9. Extra Coaching Session	
It was reported that the weekly coaching session was running well, with very positive feedback for places. Eight players are being coached on two courts for 2 hours. Expansion of the sessio discussed, but a second, committed level 2 coach would be needed so that the coaching was	on was
The next 10 session block finishes at the end of March and Bishops Hatfield school courts are once the summer exam season begins in April/May. It was agreed that we should hold a furthe session if an alternative venue can be found. Birchwood was suggested.	
10. AGM Arrangements	
To be held on Thursday 27 th June 2024. Conference room at HSV to be booked.	ZT
11. Squad Trials	
ZT to confirm that the courts at HSV had been booked for the trials on Wednesday 26th June 2	2024. ZT
At our last meeting the issues of the squad trials being over-subscribed, and of too inexperience attending were discussed. Some of the suggestions made were:	
 trialling for the U18s on a different night to free up more time exempting the top players for each year group from the trials, subject to them commit squads inviting coaches to view squad sessions/matches including a section on the trials form for the older players to list their recent tourname 	
It was agreed that KMat/NG/MN should meet to agree the format and structure of the trials and this to the committee and squad management team.	KMat/ MN
12. Squads	
A search for a replacement U12 manager is still ongoing. Another level 2 coach is needed.	KMat
13. Web Site Update / Social Media	
Steve Maidment from Goode Sports has started posting to our Instagram account. A new ema (news@hiba.org.uk) has been set up for photos and news which forwards to Steve. Once Ste	
with the new system, the email address will be advertised to players and parents.	
with the new system, the email address will be advertised to players and parents.	a new 8 or 12
with the new system, the email address will be advertised to players and parents. 14. Oaklands College DB had sent a coaching centre usage document to the college to support the development of a	as agreed that
with the new system, the email address will be advertised to players and parents. 14. Oaklands College DB had sent a coaching centre usage document to the college to support the development of a court hall. Timescales for the development are yet to be confirmed. Oaklands College is offering to set up a badminton academy subject to sufficient interest. It was	as agreed that M.

12/02/2024 Page | 3



Hertfordshire Junior Badminton Association | 2024

16.	Communications with Members	
	Communications with schools was discussed. Currently BE send emails directly to schools but are not taking advantage of the validated email addresses that we collect as part of our schools' affiliation process. We are not able to share those addresses with BE due to GDPR, but we could send out information on behalf of BE. DB to discuss with IR.	DB
17.	AOB	
	None	
18.	Date of Next Meeting	
	19:30 on April 18 th 2024, at 44 Fulling Mill Lane, Welwyn AL6 9NP.	KM

K Maughan Honorary Secretary HJBA

12/02/2024 Page | 4