

On Thursday 9th December 2021 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
Dave Bartlett (DB) – HBA Rep

	ltem	Action	Due by
1	Apologies		
	Ying Lee (YL) – Treasurer Jackie Ward (JW) – Newsletter/Publicity Editor		
2	Minutes of previous committee meeting		
	The minutes of the last committee meeting (23.09.21) were accepted unanimously.		
3	Actions from previous meeting not covered by an agenda item		
	7. Bill Goode's Bequest		
	NG reported that organisation for next year's tournament was progressing, with Yorkshire, Kent and Essex already confirming their participation. Next year's tournament is being planned for 19/06/22, and has been agreed by BE.		
4	Post-AGM Actions		
	Sue Clarke had asked at the AGM about the Junior Badminton Network that John Stobo (JS) had organised. IR has obtained tournament details from JS and needs to organise dates and location.	IR	
	KM reported that he had received a call from a pupil at Parmiter's School asking whether we organise inter-school matches as there are several keen players in the school, and the school is not supporting them. The pupil was advised to encourage the school to submit an affiliation form, so that they are added to our mailing list for playing opportunities. It was noted that the school had entered a girls' team in the recent Herts round of the Inter Schools Tournament and there may be		
	an opportunity to go into the school to support them.	IR	
5	Coaches Contracts		
	With the increasing number of paid coaches in the squads it was felt that we should have documents detailing processes and payments to ensure consistency. Additionally, there is a requirement to have coaches sign an agreement about tax and employment status to make sure that HJBA is not liable to pay NI and tax on payments.		
	A document outlining the limits of payments and expenses for paid coaches and volunteers, and the process to follow for claiming payment had been circulated to the committee prior to the meeting. It was agreed unanimously that this document would be adopted from 1/1/2022. It was agreed that the form should be circulated to HJBA managers and coaches.	NM/NG	
	It was agreed that claims should be submitted half termly where possible.		
6	Achievement Bursaries		
	Following the discussions at the last meeting about whether we should be offering discounted fees to players that were not intending to attend squad nights (which was decided against), post meeting		

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	it was realised that the scheme that we had put in place for England players had not been considered. The wording previously adopted for this was:		
	In support of encouraging players achievements, any junior player who has played for England by invitation from B.E and has played in an international event in the last 18 months, will automatically get free membership of junior county, access to training nights and eligibility for team selection. There will be no match fee waiver if one is applicable.		
	As BE may not be taking part in as many international events in future, it was agreed that this 'Achievement Bursary' should instead be linked to the BE Performance Pathway.		
	The following wording was agreed unanimously:		
	In support of encouraging players' achievements, any junior player who has been selected to participate in the BE Performance Pathway, as stated on the BE website, will automatically get free membership of HJBA County Junior Squads, access to training nights and eligibility for team selection for the period that they remain on the Performance Pathway. This achievement bursary only applies to membership fees – there will be no waiver or discount of fees for representing HJBA in matches, or attendance at RIO and ICT.		
	It is anticipated that this will only apply to a very limited number of players, as the number on the BE Performance Pathway is limited, and so should not be too burdensome financially.		
	It was agreed that this wording should be included on next season's membership letter and on the web site.	KM	
7	Treasurer's Role		
	Unfortunately, for personal reasons, Khairun Merali has had to step down as assistant treasurer. One parent has expressed some interest in volunteering for the treasurer's role, but it was agreed that the vacancy should be advertised among all the squad parents.		
	KM has prepared an advert, but before it can be circulated the membership list needs to be updated as it is missing new players and contains players that have not re-joined. A list has been circulated to squad managers, but so far only U16s have been confirmed. It was agreed that an updated list should be sent to squad managers and BL will encourage them to check for additions and removals. The advert will then be circulated to the confirmed list.	BL/KM	
8	Ray Learney Fund Request		
	The Ray Learney fund, by which some of the costs of attending coaching courses are reimbursed to qualifying participants, was discussed. The fund has existed since 2008 and there had been 64 awards totalling £6,965. It was noted that this fund supports the aims and objectives of HJBA, by helping to provide additional coaches in Hertfordshire. A request has been received to both HBA and HJBA to provide more money, as the fund currently stands at £560.		
	It is understood that HBA is updating the application form to ensure that Herts clubs receive a measurable benefit from the grants, and on that basis it was agreed that we should match the HBA contribution of £1000.	MN/YL	
9	Shires League Update		
	Shires league matches have has started. Two have had to be rearranged already, an U12 vs Essex due to mass COVID isolation among the girls in the team and an U18 vs Sussex due to the senior restricted. JE reported that there have been date clashes with the junior fixtures due to BE late announcement of county weekends and changes to the County Restricted tournament date. Hopefully this will be resolved next season.		
10	Committee Reports		
	The submitted reports were accepted.		
11	AOB		
	 DB reported that there is a Primary School Conference on 14th Jan and suggested that HJBA schools affiliation and Primary Schools Team tournament forms should be made available. BL to provide an HJBA flyer 	BL	

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12	Date of Next Meeting		
	End of February, avoiding half term, but before the Primary Schools Tournament – Doodle poll to be		
	circulated.	KM	

K Maughan Honorary Secretary HJBA

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