



**On Monday 21st February 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	Apologies Dave Bartlett (DB) – HBA Rep Ying Lee (YL) – Treasurer Jackie Ward (JW) – Newsletter/Publicity Editor		
2	Minutes of previous committee meeting The minutes of the last committee meeting (09/12/2021) 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 7 counties confirmed, including Herts. There is a possibility of entering a second Herts team but there is plenty of time and more external counties may still enter. The tournament is scheduled for 19/06/2022 and has been agreed with BE. Players born in 2007 and younger are eligible.		
4	Post-AGM Actions Sue Clarke had asked at the AGM about the Junior Badminton Network that John Stobo (JS) had organised. IR has organised this year's tournament for Sunday 6 th March at Wodson Park LC.	IR	
5	Coaches Contracts With the increasing number of paid coaches in the squads it has been agreed 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 was agreed by the committee at the last meeting and needs to be circulated to HJBA managers and coaches. It was agreed that claims should be submitted half termly where possible A copy of the agreed form should be resent to MN for circulation.	KM	
7	Treasurer's Role YL is meeting with ZT on Wednesday to organise account access. It was noted that several payments into the accounts were from individuals paying for Shires League match fees. This leads to a lot of unnecessary work for the treasurer reconciling payments. It was suggested that Shires League payments should be paid to team captains who would then make a single payment per match. To be discussed with squad managers.	MN	



<p>9</p>	<p>Shires League Update</p> <p>JE noted that the date scheduled for the finals is not ideal, falling during the Easter holidays. It was agreed that JE should contact the league organiser (John Ellis) asking that in future holiday weekends should be avoided for tournaments.</p> <p>A few matches have been rescheduled due to COVID and clashes with tournaments, but the problems are mainly due to cramming the matches into a shortened season.</p> <p>NG noted that St Albans school was very dirty, and Bishops Hatfield and Hitchin boys would be better. It was agreed that JE/NG should meet with DB to discuss venues for next season.</p> <p>MN suggested that we should feed back to the Shires League organiser that matches should be played in 4 court halls wherever possible. This was agreed.</p>	<p>JE</p> <p>NG/JE</p> <p>MN</p>	
	<p>Primary Schools Tournament</p> <p>BL reported that 13 teams (8 girl's teams & 5 boy's teams) had entered, so she had moved the tournament into the bowls hall (4 courts). In previous years we have had up to 30 teams; the reduction was felt to be a one-off effect of COVID. A special mention was made of Natalie Barton for her excellent support for the tournament.</p>		
<p>10</p>	<p>Committee Reports</p> <p>The submitted reports were accepted.</p> <p>BL gave notice that she only intends to carry on one more season as closed tournament organiser, although she is prepared to continue as Welfare Officer. A job description will be written to allow the advertising of the post.</p>	<p>BL</p>	
<p>11</p>	<p>AOB</p> <ol style="list-style-type: none"> BL – new rules mean that all coaches need to complete an online safeguarding course before their registration is renewed, and there is a problem with course frequency, with the next one being scheduled at the end of March. We need to check with BE about any implications for our insurance if coaches are not able to complete the course before their registration is due. Information to be circulated to coaches. KM - HJBA has been offered a limited number of free All England tickets by BE. It was agreed that these should be offered to squads and information should be circulated to squad managers. KM - Our current bank account (HSBA) has introduced charges for charity accounts and does not have the facility to enforce two-person authorisation for online payments. It was agreed that alternative accounts should be investigated. NG – suggested that we should review the setup of the U10 squad. There is a strong argument that it should be expanded giving the older squads a wider base. It was agreed that a managers' meeting should be held to discuss this and the wider challenge of encouraging external play (coaching, clubs, and tournaments) 	<p>BL</p> <p>KM</p> <p>KM/ZT/ YL</p> <p>DS</p>	
<p>12</p>	<p>Date of Next Meeting</p> <p>To be scheduled for early April, before the start of the Easter break (9th).</p>	<p>KM</p>	

K Maughan
Honorary Secretary
HJBA