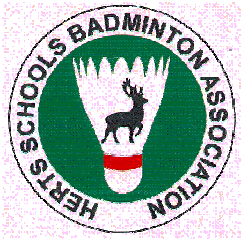


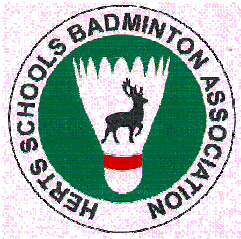
Minutes of meeting held on 20.01.14

Present: Kevin Maughan, Mike Newlove, Hitesh Shah, Ken Winchester, Barbara Lewczynska, Alison Searle, Sangeeta Dhall, Ash Kejriwal

		Action	Due By
1.	Apologies for Absence David Brown, Sue Clarke, Tracey Shirvell, Andy Gall, Dave Bartlett, Peter Willets		
2	Minutes of Committee Meeting on 11.11.13 Accepted		
3	Matters Arising not covered by an agenda item None		
4	Matters Arising from the AGM HSBA Coaches' Tax Position - Course available – agreed that AK should book a place (£45) – he will go if in the country.	AK	
5	HSBA BE Affiliations About a third of the BE affiliations paid – BL to check with KM about which players are registered & will then send chase letters. Need a better procedure for chasing payment / removing from teams / communicating changes to KM/BL/AK. AM – her brother is not joining, but has paid. It was agreed that his subs should be allocated to April's membership LW – not joining so remove from BE affiliations SS – payment awaited BA – paid £100 – not coming to U15 any more so write off subs for second half of the season TC – SD to chase up Application form – JS to include clause to say after 2 weeks at the beginning of season either have full payment or 2 cheques, otherwise they cannot attend squad & will not be considered for matches. It was also agreed that the £4 BE affiliation fee will be included in the letter that is sent to players at the beginning of the season for next year (waived if the player is affiliated through another club). BE numbers of all helpers to be forwarded to KM	BL KW KM SD JS BL	



6	<p>Vacant Committee Positions</p> <ul style="list-style-type: none"> Treasurer – will be vacant at the end of the season Schools/clubs league – now vacant Membership co-ordinator – now vacant Minute Secretary – still vacant Fixtures Secretary – still vacant Junior Club Representative – not known whether MF has circulated message that we are looking for a volunteer School Club Representative – not known whether MF has circulated message that we are looking for a volunteer College Club Representative – no colleges this season but HBA trying to get colleges involved. One Parent representative from each squad – to be elected & details sent to KM as soon as possible <p>BL will start putting up posters at tournaments requesting volunteers</p>	SD/MN/ HS/DB BL	
7	<p>Schools/clubs league</p> <p>Junior club competition at Birchwood on 19th Jan went really well. RB will be running a second on 30th March.</p>		
8	<p>Tournaments</p> <p>a) Open Tournament (30th Nov/1st Dec) Very successful – good feedback – could have done with more volunteers for U13s</p> <p>For 2014 – apply for 29th/30th Nov for U13 & U17 Bronze & 20th Sept for U15 Bronze – bid can't be put in May. Courts booked.</p> <p>Look at dates at Birchwood for silver U15/U17 tournament next season. Consider even age tournament after Easter. Maybe an U11 tournament after Christmas</p> <p>b) Closed Tournaments Dates for 2014/15 to be emailed to KM.</p> <p>c) Center Parcs Regional Round HSBA supported RB for the Regional Round of the Center Parcs</p>	BL MN/BL BL	
9	<p>Website</p> <p>U13 squad manager to update his squad page as soon as possible.</p> <p>Squad pages to be regularly reviewed so that content is current.</p>	MN SD/MN/ HS/DB	
10	<p>Review of Child Protection Policy</p> <p>Look into Child Protection courses for squad coaches.</p> <p>Review BE Child Protection Procedures to ensure that we are complying. Links to relevant documents to be provided to KM for the web site.</p>	BL BL	



11	<p>Working Party Report</p> <p>HSV have offered courts on a Wednesday to allow all squads to play on the same night in the same hall. Probably about £300 extra per season. JS to be asked to respond accepting the offer, but asking for 2 extra courts from 20:00 for two hours in hall 1 if they become available.</p>	KW	
12	<p>Finance</p> <p>Accounts looking good.</p> <p>Open tournaments –17 PayPal entries / 3 refunds – £40 cost - 10% of entry fees. BE has recently changed so this should get far more next year, so should bring % down.</p>		
13	<p>Welfare Officer</p> <p>Names of all helpers to be forwarded to BL.</p>	SD/MN/ HS/DB	
14	<p>Squad Managers' Reports</p> <p>Manager's reports to be compiled & circulated (missing U11 & U13)</p> <p>SR appointed as paid assistant coach to U15s.</p> <p>Parent rep needed for U13s</p> <p>Thanks for Sue Clarke & Sue Meehan for organising 10 pin bowling night.</p> <p>To try and ameliorate the impact of players leaving the squads after the start of the season the possibility of a having a waiting list from the trials should be considered.</p>	SD/MN MN SD/MN/ HS/DB	
15	<p>HBA</p> <p>DB had submitted a report. KW receives a copy of the CEO's report and circulates to committee members.</p>		
16	<p>A.O.B.</p> <p>Trials date needs to be set – 29th June suggested. To be confirmed with DB.</p> <p>£1 fee agreed for the trials.</p> <p>Latest version of the payment form to be sent to JS for inclusion in the application form .</p> <p>JS to have sample shirts available at the trials to establish sizes.</p> <p>Fitness training in the combined session next season – contact fitness team at UoH or create our own.</p>	HS AK JS SD	
17	<p>Date of Next Meeting</p> <p>Monday 10th March at The Barberry, Bracken Lane, Welwyn AL6 0RB.</p>	KM	