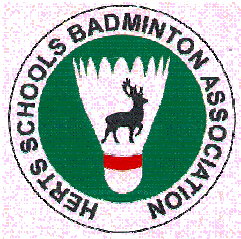


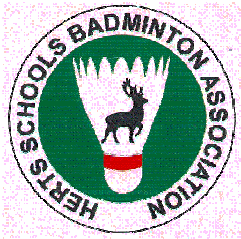
Minutes of meeting held on 28.04.14

Present: Kevin Maughan, Ken Winchester, Alison Grehan, Mike Newlove, Barbara Lewczynska, David Bartlett, Hitesh Shah, Ash Kejriwal

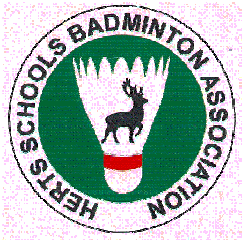
| | | Action | Due By |
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| 1. | Apologies for Absence David Brown, Sue Clarke, Peter Willets, Christine Adey, Sangeeta Dhall | | |
| 2 | Minutes of Committee Meeting on 10.03.14 Accepted | | |
| 3 | Matters Arising not covered by an agenda item a) HSBA BE Affiliations All the additional BE affiliations have now paid. BE numbers of all helpers to be forwarded to KM for affiliation as volunteers (free) b) Elite Players Coaching Session KW mentioned the possibility of setting up an elite players coaching session. This to be investigated further. | BL KW | |
| 4 | Matters Arising from the AGM HSBA Coaches' Tax Position – AK had not been in the country to attend the course. It was agreed that although we don't believe that this is a problem that affects HSBA, further investigation/clarification is needed. | AK | |
| 5 | AGM 2014 Moved to Tuesday 10th June 20:00 – Birchwood. Sportsman Room booked. Reports – to be sent to KM for compiling & printing at least a week before the AGM - U11, U13, U15, U17, Treasurer's, Chairman's, Child Protection & Tournaments Notifications –KM to be sent names & email addresses of affiliated clubs & schools | DB/BL | |
| 6 | New U11 Squad Manager KM has agreed to take over from SD on the same basis as DB. A welcome was sent to her, with thanks for taking on this role. | | |



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| 7 | <p>Vacant Committee Positions</p> <ul style="list-style-type: none"> Treasurer – volunteer found - Ying Lee’s details to be sent to KM Schools/clubs league – still vacant Membership co-ordinator – being shared between BL/KM Minute Secretary – still vacant Web Site Manager – volunteer found – Graham Clark – to be contacted. Junior Club Representative – still vacant School Club Representative – still vacant College Club Representative – no colleges this season but HBA trying to get colleges involved. One Parent representative from each squad – only U13 squad left to be elected <p>Posters to be displayed at tournaments requesting volunteers</p> | <p>KW</p> <p>KM</p> <p>MN</p> <p>BL</p> | |
| 8 | <p>Schools/clubs league</p> <p>Second Junior club competition at Birchwood on 30th March cancelled as it was Mothering Sunday.</p> <p>RB is unlikely to be able to find time to organise this competition in the future. DB to circulate a request for an organiser</p> | <p>DB</p> | |
| 9 | <p>Tournaments</p> <ul style="list-style-type: none"> Sat 20th Sept 2014(Junior restricted weekend) probably U15 singles doubles and possibly mixed, U11 singles - Stevenage LC Sunday November 16th 2014 - Closed tournaments - events TBC - Stevenage LC Saturday November 29th 2014 - U17 Bronze Open - Stevenage LC Saturday January 24th 2015 - U15 Bronze Open - Stevenage LC Saturday January 31st 2015 - U13 Bronze Open - Stevenage LC Sunday February 8th 2015 - Closed tournaments - events TBC - Stevenage LC Sunday March 8th 2015 - Primary Schools Team Tournament - Stevenage LC Saturday March 21st 2015 - U11 Silver Open - Gosling Sports Park Plus one other at Birchwood LC (possibly 15th March 2015) | | |
| 10 | <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> <p>GC has volunteered to take over management of the site.</p> <p>All recent minutes missing from the website to be checked and edited if necessary to remove names of children & returned to KM for posting on the website</p> <p>hsba.org.uk email accounts set up for the remaining hersschoolsbadminton.co.uk accounts. Spam filters to be applied.</p> | <p>MN</p> <p>SD/MN/ HS/DB</p> <p>KW</p> <p>KM</p> | |



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| <p>11</p> | <p>Review of Child Protection Policy</p> <p>Look into Child Protection courses for squad coaches.</p> <p>BL has looked through other county websites and Sussex has a good section that we could copy, after BL has reviewed the BE Child Protection Procedures to ensure that we comply.</p> <p>Details to be sent to KM</p> <p>BL to contact BE to get details about any child protection incidents</p> | <p>BL</p> <p>BL</p> <p>BL</p> <p>BL</p> | |
| <p>12</p> | <p>Working Party Report</p> <p>We have accepted the offer of courts at HSV on a Wednesday to allow all squads to play on the same night in the same hall. We have asked for 2 extra courts from 20:00 for two hours in hall 1 if they become available.</p> <p>Player/coach ratio has been increased this season.</p> | | |
| <p>13</p> | <p>Finance</p> <p>AK not had chance to update the accounts, but these will be circulated by the end of the week.</p> <p>Squad 2015 summer dates to be sent to AK</p> <p>PayPal is linked to AK with his personal details – will need to change to YK asap.</p> <p>Based on the current understanding of the accounts, it was agreed that the following fees for next season should be proposed at the AGM:</p> <p>£235 - £10 for prompt payment (inc £4 affiliation)</p> <p>Summer club for 2015 - £50 for 5 sessions; ICT up £10 to £160; RIO up £10 to £110</p> <p>Match fees should stay the same as court costs at Birchwood are reasonable.</p> <p>Normal tournament fees should remain the same at £8.</p> <p>Primary School Team entry fees should increase to £15/team.</p> <p>Squad Shirts - £16/shirt</p> <p>30p/m up to £1500 – only for non-paid events for paid coaches.</p> <p>All mileage to be submitted by 15th May.</p> | <p>AK</p> <p>MN</p> <p>AK</p> <p>ALL</p> | |
| <p>14</p> | <p>Welfare Officer</p> <p>All helpers are CRB/DBS checked.</p> <p>SR's contact details to be sent to BL to get CRB details</p> | <p>HS</p> | |



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| 15 | <p>Squad Managers' Reports</p> <p>Manager's reports circulated.</p> <p>Parent rep still needed for U13s</p> <p>To try and ameliorate the impact of players leaving the squads after the start of the season it was agreed that we should have a waiting list from the trials. HS reported that a separate letter has been prepared by JS – copy to be emailed to KM.</p> | MN HS | |
| 16 | <p>HBA</p> <p>DB had submitted a report. Corrected electronic version to be sent to KM.</p> <p>List of all Affiliated Junior and Senior schools, colleges and junior badminton clubs who have their premises within the county of Hertfordshire and affiliate to Hertfordshire Badminton Association and Badminton England to be sent to KM for AGM.</p> | DB DB | |
| 17 | <p>A.O.B.</p> <p>CA had submitted a concern about squad selection criteria. Squad letter to be reviewed for appropriate wording by JS.</p> <p>SD was not available to report progress on fitness training in the combined session next season.</p> | HS | |
| 18 | <p>Date of Next Meeting</p> <p>AGM - Sportsman Room, Birchwood Leisure Centre, Longmead, Hatfield on Tuesday 10 June 2014, starting at 20:00</p> | KM | |