

## Mole Valley Bowmen

### Minutes of the Committee Meeting – 8.00pm on 29<sup>th</sup> September 2015 at St. Martin's School

**Present:** Ian Stewart (Chair), Bob Barley, Paul Grinham (Treasurer), Paul Day, James Suckling, Mark Leddin, Mark Peters, Jenny Gordon (minutes)

**1. Apologies:** John Wright (Secretary)

### 2. Matters Arising from 16<sup>th</sup> July 2015 Meeting

Progress of Action Points from Previous Meetings:

| Topic                         | Action  | Who?                        | Status   |
|-------------------------------|---|-----------------------------|--|
| Container Maintenance         | Ian delegated paint buying to Mark; Dates agreed Sat 1 & 15 Aug to do mob-handed prep and painting.   | Ian/Mark                    | Completed  |
| Footballers' Defibrillator    | Contact School and footballers re if happy with cabinet chosen and location under covered area in playground.   | John                        | Check on outcome                                 |
| Material for website          | Write up of The Wand to go onto public bit of website<br>Ask Cameron to do one for Christmas Shoot  | James<br>Ian                | To Do<br>Ongoing!                                |
| Child Protection              | Ian to do DBS application online.<br>Put contact numbers of organisations for children to contact in container  | Ian<br>Ian                  | Completed<br>Completed                           |
| Cowpie Rally                  | Check for electronic copies of packing/ checklists for events   | Paul D                      | To Do  |
| MVB Facebook Page             | Investigate possibility of setting one up to help advertise our events.   | Mark L/<br>James            | To Do – see point 5 - AGM                        |
| Club Email Options            | Investigate if contacts can be exported with Firefox  | Mark L                      | Ongoing  |
| Online Payments to Club       | Investigate different accounts to make this feasible.   | Paul G                      | Done – see below                                 |
| Sheila Brown – pegging stands | Investigate sources for suitable T-bar pegs   | Mark L                      | To Do  |
| AGM & Club Champs             | Club Subs – consider increases, email committee to consider.<br>Indoor Venue – email suggestions to John; ask at AGM.<br>Do Agenda.<br>Email members in advance with agreed round for Club Champs | Paul G<br>All<br>Ian<br>Ian | Completed<br>Completed<br>Completed<br>Completed |
| Old Metal Detectors           | Sell on eBay – Bob was to do; Mark P did!   |                             | Completed  |

Online Payments to Club – A business account would allow us View Only access to statement, and we would have to pay charges; Secretary and members would benefit most. Changing accounts can be a convoluted process!

### 3. Correspondence

Received by John:

**Post**

25/7/15 New Lettings Policy documents from Ewell Castle for hall hire (filled in and returned on 29/7/15)  
13/8/15 Annual Returns (membership renewal) from AGB

16/9/15 Receipt for 1<sup>st</sup> tranche payment to Ewell castle School

## **E-Mails**

### Archery GB

None

### SCAS

14/8/15 Note confirming no change in SCAS fees.

6/9/15 Note to check club details in Green Book are correct. No action needed.

### CSAA

4/8/15 Note from L Sperrin ref CPO's (copied to Ian)

6/8/15 Minutes from 7 July meeting (copied to committee)

8/8/15 Note on SCAS interest in Disable Archers. They want contact details etc. No action taken as against data protection and do not think will benefit Gareth.

22/8/15 Agenda for 7 Sept committee meeting.

1/9/15 Reports for 7 Sept meeting (copied to committee)

2/9/15 More reports for 7 Sept meeting (copied to committee)

10/9/15 Confirmation of receipt of CSAA and SCAS affiliation fees. (copied Paul G)

21/9/15 Surrey Training Group details from Val Smith (10 sessions for £100. want commitment to attend all sessions)

25/9/15 Minutes from 7 Sept committee meeting (copied to committee)

### Beginners Course

25/7/15 Inquiry from Julia Findlay who is on our Autumn course, to see if we can fit her friend 10 year old daughter in. Talk to Paul and Ian (Kaira on course)

2/8/15 Inquiry from Zoe Green for son for Autumn Course. Advised full and added to Spring 2016 List.

3/8/15 Inquiry from Puja Kansal for Spring 2016 Course. (added to list)

8/8/15 Inquiry from Natalie Easton for Spring 2016 Course. (1 adult and 2 juniors added to list)

10/8/15 Inquiry from Matt Szafran for Spring 2016 Course. (added to list)

15/8/15 Inquiry from Stephanie Ireland for Spring 2016 Course. (2 adults added to list)

25/8/15 Inquiry from Andrew Orme for Autumn course for his Silver DoE. He forgot to sort it out earlier in the year, and he cannot do Spring course. Advised no and directed to other clubs.

13/9/15 Inquiry from Charity Nicholls about running a have-a-go session for a pack of Brownies (ages 7 to 10) who are staying at Faurefold House in Westcott on weekend 2-4 Oct. Advised unable to do due to clash with Beginners and transporting equipment etc.

23/9/15 Note from Isabella Pereira's Mum about why she has not been able to attend the Beginners Course. It now clashes with Netball coaching which she is doing as part of her GCSE's. Has asked if anything can be done as she is still keen to do archery. Will discuss with Ian and Paul when back from holiday.

### Other

24/7/15 Note from Mary Kaegler of Ewell Castle School on new Lettings Policy and increase in evening letting fee.

10/8/15 Note from Mary Kaegler confirming receipt of Letting forms.

10/8/15 Inquiry from Paulo Elias on becoming a member. Did beginners course in 2013. Forms sent and he has subsequently joined.

17/8/15 Inquiry from Anne Vaughan at Royal Alexandra and Albert school for a coach to go in 1 night a week to instruct pupils. (passed to Val Smith)

22/8/15 Inquiry from John Davis at Guildford AC about Wand shoot including details for Wand material, size etc. so they can run there own shoot. Should we send details etc.??

27/8/15 Inquiry from Sue Henning the Kids First Coordinator from Merton Mencap about adding club details to her database. Advised that club does not have the facility to accommodate anytime access and has no disable toilets. Asked her not to add club

- details to her database.
- 2/9/15 Inquiry from Chris Johnson about his daughter and himself joining the club. They have had coaching sessions with Carol Edwards. Asked them to come along and be assessed by Paul. They have both now joined the club.
- 3/9/15 Inquiry from Emilia Zarri about joining the club, has had coaching at PGL. Asked her to come along and be assessed by Paul. She has now joined the club. Needs sport for DoE.

### Tournaments

Crawley Archery Club Charity Soup Shoot 26<sup>th</sup> Sept. Windsor Round

- Item of interest discussed - request from Guildford AC for details of wand materials so they can run own shoot. Do we want to give them the info?? Reluctantly we decided not to, as it could be competition for our shoot.
- It was suggested that the correspondence from John be circulated to all the committee prior to the meeting, so only items requiring action are discussed.  
**Action:** John to circulate correspondence before next meeting

### 4. Treasurer's Report

- The end of year accounts were discussed; surplus for the year up on 2013/14, we spent a lot less on buying beginners equipment this year to last, and had more income from bow hire due to more beginners joining.  
**Action:** Jenny to add end of year accounts into final AGM minutes.
- Sheila Brown prices will go up next year, and The Wand fee might change if format does.

### 5. Matters arising from the AGM of 6<sup>th</sup> September 2015.

- Online/BACS payments to the Club - Paul G to keep an eye open for suitable accounts.
- Income Generation Suggestion – Hold Have-a-go sessions to weed out people who may not want to pursue archery after the full Beginners courses. This was discussed by the committee which concluded that Club should set dates for soon after the Cowpie and after the School Fete, to catch people before the Autumn Beginners course. As we already have 8 potential people for Spring Course do we want to schedule one for February 2016?  
**Action:** Mark L to find a date.
- Extending the Wand Suggestion - We need to know how long Therfield field is.  
**Action:** John to contact school to find out size of field.
- Format: suggest Wand first, lunch break to clear and set up for The Clout. Agreed.  
*[Following further investigation it would appear that as a Clout is proper round for which a score can be submitted, but only if it is the first round shot of the day, but the Wand is not a round, we might have to hold the Clout first.]*  
**Action:** Mark L to contact distribution group for Wand, to enquire if they'd be interested in a Clout shoot.
- Looking after field crew at the Sheila Brown - It was agreed that the club buy a Pop-up tent to provide shelter for Field Crew.  
**Action:** Ian to buy, at a good price!!!
- Club Membership/Recruitment & Retention  
**Action:** James to contact Catherine about Facebook page content.
- More beginners on the Beginners' Courses Suggestion - Meeting agreed that we will stick to 16 people, so we can always cope with the numbers depending on club helpers available.  
**Action:** use the Whiteboard to plan better how many helpers we might have.
- Indoor Shooting – Change of Venue  
**Action:** Paul G to draft letter/email to schools with info on what we need, to circulate to committee; consider which schools on list we finally approach.

- Mark L suggested the Dorking Schools Network could be a useful source of other information if first email doesn't produce results.

## 6. A.O.B

### 6.1. Autumn Beginners course feedback

- Light on helpers; participants seem to be doing ok. Week 5 will be mini competition.  
**Action:** Ian to ask John to send out info and invite club members to participate.

### 6.2. Child Protection

- Paul D is next to apply to renew his DBS check, via online process.  
**Action:** Paul D to start online application

### 6.3. Club Equipment

- Jelly bows - need to check the state of them before the Christmas Shoot.
- Stands - **Action:** Ian to try wrapping legs in clear tape to prevent splintering when arrows hit.
- Large Target Faces - **Action:** Paul D and Ian to check w/e of 4th Oct.
- Storage of Trainer Bows - put up a shelf so they can be stored end on and higher up.  
**Action:** Paul D to put up shelf before the next beginners course.
- The Urn – the electrics are a bit dodgy!  
**Action:** Jenny to check size of current one and then get Paul G to order a new one.
- Bosses - Paul G suggested we get a schedule/document what bosses we have, the intake, state, where they are stored.  
**Action:** Ian and Paul D to look and document.

### 6.4. Christmas Lunch

- James has booked The Black Horse in Reigate for the Christmas Lunch on Sunday 13th December for 1.30pm. Booked for 35.
- Change time to 1pm. Shoot to start at 10am, to finish by 12noon, tidy up, leave by 12.20.

### 6.5. Indoor Shooting Etiquette

- Encourage newer members to shoot Portsmouth rounds in ends of 3, as that is in the rules of shooting.  
**Action:** Ian to issue a general reminder at start of next session.

## 7. Date of next Meeting

Tuesday 17th November 8pm