



WELSH CLAY TARGET SHOOTING ASSOCIATION LTD CYMDEITHAS SAETHU TARGEDAU CLAI CYMRU CYF

WCTSA BOARD of MANAGEMENT MINUTES

Date: Wednesday 13th May 2020
Venue: Video / Telephone Conference @ 7:00pm

PRESENT

<i>President:</i>		<i>ABT:</i>	
<i>Chairman:</i>	<i>Robert Harrison</i>	<i>DTL:</i>	<i>Dai Ricketts</i>
<i>Stats Officer:</i>	<i>Gavin Harvey</i>	<i>DTL:</i>	
<i>Secretary:</i>	<i>Nicola Walker</i>	<i>Olympic Trap:</i>	<i>Georgina Roberts</i>
<i>Treasurer:</i>	<i>Jackie Spencer</i>	<i>Olympic Trap:</i>	
<i>Membership Secretary:</i>	<i>Allan Jones</i>	<i>Olympic Skeet:</i>	<i>Alf Weston</i>
<i>Sporting:</i>	<i>Janine White</i>	<i>Olympic Skeet:</i>	
<i>Sporting:</i>	<i>Richard Hughes</i>	<i>National Skeet:</i>	<i>Lloyd Morris</i>
<i>ABT:</i>		<i>National Skeet:</i>	<i>Gareth Irving</i>

1. Chairman's address & welcome

- The Chairman thanked everyone for attending and said although there isn't a lot on the agenda he felt it was still important to touch base with everyone and just review the current situation surrounding COVID-19. He also thanked GH for arranging the hosting of the meeting again but strongly suggested the WCTSA should look to purchase its own licence going forward.

2. Apologies for absence

- Emyr Davies
The Chairman commented the lack of apologies received was disappointing and felt it was necessary Board members should be reminded to forward their apologies if they are unable to attend.

RJH to action.

3. Declarations of conflict of interest

The Chairman asked for any conflict of interest to be declared & reminded everyone that should any arise at a later point in the meeting they were to be declared.

4. Minutes of the last meeting held on 1st April 2020

- Minutes of the last meeting were read & signed as a true record.
Proposed by RH / Seconded by AJW / Vote - All in favour
It was also noted the minutes do not appear to be in the correct place on the WCTSA website. They are currently found under the "News" section but there is actually a "Board Minutes" folder under the "Documents" section of the website which is more appropriate for them. The Chairman suggested they should be moved so they are easily accessible. All were in favour.

NW to action.

5. Matters arising from the minutes

- **3933** - NW advised the metal pin badges purchased from the CPSA for the perfect score have now been received. RJH advised he will put together a suitable letter to send to the first recipient of a badge, Gary Davies (Sporting), and request he send a photograph for publishing on the website.
RJH & NW to action.
- **3934** - JS advised she has received a copy of the invoice for the Microsoft 365 software from NW along with a receipt for the purchase of a case for the WCTSA laptop. She requested authorisation to reimburse NW. RJH agreed.
- **3935** - With the closing of Mid Wales S.C. later this year, the question was raised about what will happen with the Castellani vest stock. RH suggested it would probably be easier to keep it with the rest of the merchandise which NW now has. He also suggested it may be worth collecting the stock as soon as it is practical to do so as there will probably be very few orders for them this year following the postponement of all the Home International events. RH said he would speak to Jonathan Williams at Mid Wales S.C. to see what his plans are with the ground and shop for the rest of the year.
RH to action.
- **3942** - AJ commented that he still has concerns regarding membership expiry dates and wasn't comfortable with the fact they do not align with the CPSA. He felt this should be changed so we are the same. GH reiterated that the current CPSA process has always been the same and hasn't presented us any problems in the past. He suggested we should continue to do the same as we have previously and wait until we get the new membership database up and running before making any changes to our process. All agreed this was as sensible suggestion.
- **3944** - AJ asked it be noted that Fauxdegla S.G. have not yet paid there ground membership fees despite Mike Faux now understanding the fees structure. It was also noted the ground had held the first DTL selection shoot prior to lockdown. AJ advised 4 grounds have not yet paid for 2020. RJH suggested that in future grounds must pay their membership fees at the start of the year and before they hold any selection shoots. Those grounds who currently still owe for 2020 need to be chased up.
AJ to action.

6. Correspondence

a. Email from Member WW2797

RJH explained the email had been received in response to the letter sent by the Board advising member WW2797 his membership was being terminated. Subsequently, a further letter has been drafted in response to the email but RJH asked for the Board's permission to run the proposed letter by a solicitor first to ensure the Association is acting within the law. The final draft letter will be circulated to the Board for approval before being sent.

RJH to action.

b. Email from Rob & Luke English re: 2020 Membership

After discussion, it was agreed it was too early to make any decisions regarding membership fees as it is still unclear just how long shooting will be prohibited in Wales due to the COVID-19 lockdown. GH also advised the CPSA are not issuing membership refunds unless there are extenuating circumstances. RJH also commented even though there is no shooting at present, the WCTSA still has outgoing costs to cover. The insurance policy is still in place and we still have £700 to pay to the ICTSC for costs already incurred for the 2020 HCIT events. It was

agreed the WCTSA policy at present is not to refund or defer membership fees but will be reviewed again at a later date and a letter to this effect should be sent in response to the email received.

NW to action.

7. Business matters

- a. **3958 - Membership processing query / refunds** - As discussed under 3942, it was agreed membership should only be issued from the time payment is received and should not be back dated as this would be a breach of the insurance policy. The expiry date should also be exactly 12 months on from the start date.
- b. **3959 - Skeet HCIT 2021 update** - LM advised the dates for the 2021 event will be the 27th & 28th August which will be the bank holiday weekend. He also confirmed Mike Faux at Fauxdegla S.G. is willing and able to host the event. JS advised she will contact the Lion Quays Hotel regarding the new dates but before she does, RJH suggested the new dates should be forwarded to the ICTSC committee for approval before anything is booked.

NW to action.

- c. **3960 - I.T. sub-committee update** - RJH advised there hasn't been any progress with this so far but he would look to move forward by the next meeting.

RJH to action.

- d. **3961 - COVID-19 update** - RJH advised he felt it was important this issue should be a recurrent agenda item for the foreseeable future. It was noted the CPSA have been working very closely with the Government in recent weeks and they appear to be close to an agreement about re-opening grounds for practice. However, this would definitely not apply to Welsh grounds as Wales is still in total lockdown. GR suggested the WCTSA should release further statements like the CPSA have done in order to keep members informed and advise them we are continuing to monitor the situation in Wales. It is important members understand the situation is different from England and if they do not continue to follow the Welsh Government guidelines then there may be implications if they are caught breaching them. Shotgun licenses may be suspended or even revoked. A further discussion was had with regards to membership. AJ commented that surprisingly membership renewals are still coming in albeit less than expected. RJH commented he wasn't concerned about members not renewing at present as there is a very good reason for it and it isn't therefore due to members being unhappy with the WCTSA as an Association. Hopefully, once the way forward becomes clearer members will re-join. RH suggested the membership should remain as is at present and the committee should wait to see just how long the current situation continues for as things seem to be moving forward slowly in England. GH commented the situation is changing every day and as the membership is now our only current form of income, it is very much still needed to cover our ongoing expenses. It was also noted Sport Wales are offering grants to support associations and clubs but JS advised the WCTSA has too much money in the bank to be eligible to apply. RJH advised he was expecting further information from the CPSA to be released in the next few days but, in the meantime, he would issue a statement to keep our members up to date with the position in Wales.

RJH to action.

8. Treasurer's Report – See Appendix 1

- JS commented the freepost address is not currently being used.

- JS advised she had contacted the insurance company about suspending the policy but was advised this wasn't possible. The only option would be to cancel the policy & take out a new one when needed. This however would incur cancellation fees. She had also enquired how much return premium would be given if the Association reduced the Public Liability cover from £10 million to £5 million. They advised this would make very little difference as £10 million is given as standard on most policies these days. RJH advised it wasn't worth reducing the cover and should remain as is.
- JS reported the money due from the ICTSF for attendance at the committee meeting held in Australia in 2018 should hopefully be paid very soon.
- The hotel booked for the ABT Home International has been cancelled & booked for 2021 instead.
- JS advised she has received an invoice for £700 from the ICTSC for our annual contribution towards the 2020 HCIT's. RJH advised although there are no events this year, we will still have to pay as some costs have already been incurred. All the winners' badges for the 2020 events have already been produced but will have to be binned.
- JS noted the drop in income via Paypal and advised she will be monitoring the membership figures over the coming months given the current situation with COVID-19.

9. Executive Decisions

- None

10. WTSF report

- AJW advised there has been no meeting since our last Board meeting but the next one is due to be held on 08/06/2020.

11. BICTSF report

- GH reported that the next meeting due to be held in May had been postponed and there had been no further news since the cancellation of all events for 6 weeks at the beginning of the lockdown. There was also no indication of when the next meeting would be held.

12. ICTSC report

- RJH reported that initially the CPSA wanted to continue with all the Home Internationals due to be held beyond July. However, after a discussion on team selection problems and the possible introduction of strict guidelines surrounding COVID-19, it was unanimously agreed all 2020 events should be postponed until 2021. The ICTSC subsequently released a public statement to this effect on 06/04/2020. The new chairman intends to hold more regular meetings and RJH advised he is more optimistic that the committee will be more proactive going forward. No date currently set for the next meeting.

13. ICTSF report

- RJH reported the ICTSF have recently appointed Robert Nugent from Australia as the new Secretary and currently have a vacancy for a Vice President which will hopefully be filled soon. The committee hasn't held a meeting for a while but RJH felt with new leadership now in place things should improve. Going forward, the committee has decided there no longer needs to be a full business meeting held in order to make any decisions. These may now be made by the Administration council. Also, future meetings will be held more regularly and by facetime rather than trying to get people together from all over the World in one place. There was also a discussion surrounding the prize money from the 2019 World Sporting held in Ireland. A

number of people are yet to receive their prize money and it is looking unlikely they will receive it. The ICTSA say all the records have been wiped off the laptop used at the event so they are unable to establish who has and who has not been paid. The laptop in question is undergoing repairs but it is very unlikely they will retrieve the information. There is also no record of the bank accounts used at the time and they claim the event made a 6 figure loss. It was felt this was a shame as the event itself was a huge success but the financial side was a disaster. RH asked if there was any mention of the ICTSF 2021 World Sporting being moved due to the postponement of the NSCA/CPSA World Sporting from 2020 to 2021. If it isn't moved, then there will be 2 Sporting World Championships held in England in the same year. RJH said there hadn't been any mention of it being moved as of yet.

14. Rules update needed as a result of items passed at this meeting

- None

15. Any other business

- **3962** - GH agreed to look into the purchasing of a hosting licence for the WCTSA to continue holding the video / telephone conference meetings. He advised it will be approximately £10/month.

GH to action.


16. Date & venue of next meetings

- 24th June 2020 - Video / Telephone Conference @ 7:00pm

With no further business the chairman declared the meeting closed at 8.38pm.

Minutes agreed and signed by:-

Signed:-



R. J. Harrison
WCTSA Chairman

Date:- 24/6/2020

APENDICES TO THE MINUTES

8. Treasurer's Report

WCTSA Ltd as of 13th May 2020

Bank Accounts:-

<u>Account Name</u>	<u>Account No.</u>	<i>Compared with.....</i>				
		As at 05/05/2020	As at 31/03/2020	As at 18/02/2020	As at 29/05/2019	As at 27/03/2019
❖ Current Account	30924024	23,537	23,077	24,915	41,507	39,084
❖ Base Rate Reward	53163849	18,144	18,135	18,131	18,076	18,064
❖ Saver	33558894	80	80	80	80	80
❖ Paypal	N/A	74	163	317	316	350
❖ Secure Trust	47643	61,730	61,540	61,540	60,968	60,782
Total		£103,565	£102,995	£104,983	120,947	118,360

Net Difference

£570

Major movements since last meeting (PAID)

	£
❖ Royal Mail freepost	5
❖ Wages/PAYE 1 month	708
❖ IOC Data Protection	35
❖ J. McCormack membership refund	60
❖ Postage B/card April	163

Major movements since last meeting (RECEIVED)

	£
❖ Allan's bankings re: members	600
❖ Paypal Transfers	200
❖ Standing Orders	580
❖ Sional Commission	60