



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

WCTSA BOARD of MANAGEMENT MINUTES

Date: Wednesday 14th October 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>Will Palmer</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>Richard Hughes</i>	<i>Olympic Skeet:</i>	
<i>Sporting:</i>	<i>Janine White</i>	<i>National Skeet:</i>	<i>Lloyd Morris</i>
<i>ABT:</i>	<i>John Hewlett</i>	<i>National Skeet:</i>	<i>Rob Ace</i>

1. Chairman's address & welcome

- The Chairman thanked everyone for attending and welcomed RA to his first Board meeting as the new National Skeet representative.

2. Apologies for absence

- Emyr Davies, Jonathan Davis & Gareth Wrentmore

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 2nd September 2020

- Minutes of the last meeting were read & signed as a true record.
Proposed by GR / Seconded by LM / Vote - All in favour

5. Matters arising from the minutes

- **3935** - NW confirmed she has now collected the Castellani vests from Mid Wales Shooting Ground and has stored them with the rest of the WCTSA merchandise.
- **3965** - NW advised she still has the membership standing order form to revamp as she has been focusing on preparations for the AGM.
NW to action.
- **3973** - RJH confirmed the AGM preparations are all in hand and hopes the attendance will at least be enough members to make a quorum. NW advised she has received 8 email requests from members to join the meeting. RJH advised he has spoken to AW to ask if he is intending to continue in the role of WCTSA President. AW has advised he will step down at the AGM. AJW then informed the Board he has also recently had a catch up with AW and, during their

conversation, there was mention of having a new perpetual trophy awarded for special achievement each year at the AGM. The idea being, the recipient could be nominated and voted for by the members. RJH suggested the winner could have a small memento/replica to keep and proposed the trophy should be named after both Arthur & Rita, as a thank you for all they have done for the Association. All agreed this was a very good idea and suggested it might be nice if they choose the trophy. RH suggested we should also still do something to mark the years of service given by AW and proposed taking the Williams family to the Lion Quays for a meal as a proper send-off. Arthur & Rita could then be presented with a thank you gift and maybe unveil the new trophy. All were in favour and it was agreed to try to arrange something in the New Year if circumstances allow. RJH suggested, going forward, the role of President be left vacant and names put forward in readiness for the 2021 AGM.

- **11a.** - GR advised she is unable to take up the role of BICTSF representative due to personal reasons. As the BICTSF don't appear to be having meetings at present, RJH proposed the appointment of a new rep. be added to the agenda for the next meeting.

NW to action.

6. Correspondence

- None

7. Business matters

- 3975 - AGM notifications** - NW advised no notifications were received by the publicised deadline but an email was received from member WW846 after the closing date whereby he expressed a wish to ask 2 questions:-
 1. I would like to understand what the association short/medium/long term strategy is.
 2. What is the association doing (going to do) about developing the number of shooters and the standard of shooters, including increasing number of ladies and juniors to the sport?RJH asked NW to inform member WW846 that unfortunately his questions won't be addressed at the AGM but we will discuss them at the next Board meeting.

NW to action.
- 3976 - Amendment to articles for approval at AGM (See Appendix)** - Following advice from the solicitor, RJH proposed the attached amendment to the articles be taken to the AGM for ratification. Seconded by AJW / Vote - All in favour
- 3977 - County co-ordinators & county shoots** - RJH posed the question is there anything the Board can suggest to encourage shooters to take on the roles of County Co-ordinators as there are a lot of vacant positions. AJ suggested maybe offering some sort of incentive might entice more people to the role, but after discussion, it was felt this may not be the right approach. It was suggested maybe grounds could be asked to organise and co-ordinate the county selection shoots but all agreed the shoots need to be advertised a lot more so shooters from other counties can attend if they wish. RJH proposed the suggestions be taken to the County Co-ordinators meeting for discussion and asked AJ to compile a list of which counties are missing which co-ordinators in readiness for the meeting. AJ will report back after the meeting has been held.

AJ to action.
- 3978 - County sporting team trophy** - AJ advised the overall team trophy for the County Sporting final has been slightly damaged over time and one of the handles has come off. He asked if the Board would sanction the repairs and cover the necessary cost which they duly approved. RH advised he has the trophy and will make some enquiries about the cost of

repairs.

RH to action.

- e. **3959 - Skeet HCIT 2021 update** - JS advised the contract with the Crowne Plaza hotel in Chester has now been signed and a £500 deposit paid. NW advised she will get the revised invitational letter sent out to the other nations next week.

NW to action.

- f. **3960 - I.T. sub-committee update** - Following a recent email vote regarding the purchase of a membership software package, RJH read a report he had written to the Board (see appendix). AJW advised, following the outcome of the vote, he has put a proposal to the WTSF about accessing some funding towards the project. The initial response appeared to be positive so AJW advised he would investigate further. LM commented he still didn't feel that now is a good time to spend a large sum of money. RH advised he felt the proposal needed more discussion around the finer details before it went to a vote. He advised had he known about the saving on postage and other stationery, such as the membership cards, he may have voted differently. RJH commented all the issues mentioned have been discussed in previous meetings. GH also clarified the software is based on the number of records which is different to the number of memberships. However, our data could be cleared of any old records to reduce the number and subsequently reduce the cost. DR commented if funding from the WTSF is available then this would put a different light on the matter and probably ease some of the concerns around the cost. RJH confirmed there was no plan to increase membership fees to cover the cost of purchasing the software as the proposed savings would more than cover it. JS advised QuickBooks doesn't integrate with the proposed software but she would be willing to move to Zero if need be. It was agreed that the proposal is a good one and after having further discussion, should be revisited at a later date.
- g. **3961 - COVID-19 update** - Nothing to update at present but RJH advised he will continue to monitor the Government announcements about lockdowns.

8. Treasurer's Report – See Appendix

- JS asked the Board if they have any objection to the insurance policy being changed so that it runs in line with the accounts year end. All were in favour.
- JS advised she has received some unbanked expenses cheques in the post from shooters who have forgotten to bank them before the 6 months expiry date. She asked should she re-issue new cheques. It was agreed they should be re-issued but with a maximum of 12 months in total to bank them.
- Draft accounts for the AGM were circulated for approval and JS advised there will be no tax to pay again this year.

9. Executive Decisions

- None

10. WTSF report

- AJW advised the last meeting was held last Monday (5th October) and a number of new appointments have been made after some long standing individuals had resigned. The 2026 Commonwealth Games are scheduled to be held in Hamilton, Ontario but shooting will not be a core sport. A number of grants were discussed and AJW advised he has made some initial enquiries as to whether or not the WCTSA may be eligible for some of the funding. It was also noted; Ynys Mon (Anglesey) is due to host the next Island Games but no dates have been

confirmed yet. The next WTSF meeting is due to be held on Monday 30th November.

11. BICTSF report

- GH advised there still isn't any sign of an official meeting being held in the near future and also advised he will be submitting his resignation as a BICTSF representative. RJH thanked him for the time he has given to the role.

12. ICTSC report

- None

13. ICTSF report

- None

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

- None

15. Any other business

- LM wished it be noted that thanks should go to all those involved in helping re-organise and run the recent Sporting Welsh Open & Sporting County Final which were both very successful, especially given the current restrictions and guidelines.
- GH advised the Board he will be stepping down as the Statistics Officer and Vice Chairman after the AGM. RJH thanked him for all his help and work over the last 2½ years.
- WP advised the Board this year's winner of the DTL Welsh Open was Paul Neal from Suffolk but, due to current restrictions, he was unable to stay at the ground to receive the winning trophy. Paul has since been in touch to ask how and when he might receive the trophy as he was told it would be posted to him. WP advised his only concern with posting or couriering it to him is that it might get damaged and it is very old and made of silver. He suggested it probably needs valuing and insuring for an appropriate amount, although it would be irreplaceable should something happen to it. With this in mind, RH advised the CPSA don't actually allow any of their really valuable trophies to go home with the winner so perhaps it shouldn't be released. WP suggested Paul might be happy just to have his photograph taken with the trophy. LM advised he is due to be shooting near Suffolk in December, so he may be in a position to meet up with Paul to either pass the trophy on or so he can just have a photograph with it.

WP to action.

16. Date & venue of next meeting

- It was proposed to hold the next meeting on a different night of the week, which might be more suitable for some Board members. RJH suggested maybe the 24th or 26th November and asked NW to contact those not in attendance to see which date would suit them.

NW to action.

- 24th or 26th November 2020 - Video / Telephone Conference @ 7:00pm (TBC)

With no further business the chairman declared the meeting closed at 8.43pm.

Minutes agreed and signed by:-

Signed:-



Date:- 24/11/2020

R.J. Harrison
WCTSA Chairman

APENDICES TO THE MINUTES

8. Treasurer's Report

WCTSA Ltd as of 14th October 2020

Bank Accounts:-

<u>Account Name</u>	<u>Account No.</u>	<u>As at 06/10/2020</u>	<u>As at 26/08/2020</u>
❖ Current Account	30924024	27,995	26,207
❖ Base Rate Reward	53163849	18,157	18,154
❖ Saver	33558894	80	80
❖ Paypal	N/A	67	161
❖ Secure Trust	47643	61,921	61,921
Total		£106,523	£106,523
Net Difference		£1515	

Major movements since last meeting (PAID)

	£
❖ Wages/PAYE 1 month	708
❖ Quickbooks paid via Barclaycard	18
❖ Namesco	201
❖ Zoom Video Conferencing - Annual	250
❖ Jacklyn Dawson Solicitors	500

Major movements since last meeting (RECEIVED)

	£
❖ Allan's bankings re: members	1,199
❖ Paypal Transfers	1,900
❖ Standing Orders	480

7b. Amendment to articles for approval at AGM

1. Administrative arrangements

1.1 ANNUAL GENERAL MEETING

- (a) The company must hold a general meeting not later than 31st October in each year as its annual general meeting in addition to any other meetings in that year and must specify the meeting as the annual general meeting in the notices calling it.
- (b) The annual general meeting must be held at such time and place as the directors appoint. **Where circumstances prevent face to face meetings taking place, the Management Board can decide an Annual or Special General Meeting may be held remotely via suitable conferencing software, e.g. Zoom, or an equivalent software platform deemed suitable by the Board.**
- (c) At the Annual General Meeting that members shall consider and if appropriate approve each of the following:
 - (i) The adoption of the audited accounts of the Association for the previous financial year;
 - (ii) the appointment of accountants;
 - (iii) the appointment of such honorary officers or advisers as deemed appropriate or as may be recommended by the Management Board;
 - (iv) the appointment of the elected members and in accordance with the Articles.

7f. I.T. sub-committee update

IT Sub Committee Report

1. Result of the Vote on subscribing to SHEEP CRM membership software



WCTSA EMAIL VOTE RECORD

VOTE ON - Sheep CRM to provide membership software as per Chairman's email

Board Position	Name	FOR	AGAINST
Chairman (Voting as a Director)	Rob Harrison	1	
Vice Chairman & Stats	Gavin Harvey	1	
Treasurer	Jackie Spencer		1
DTL	Will Palmer		1
DTL	Dai Ricketts*		
ABT	John Hewlett *		
ABT	Emyr Davies		1
OS	Alf Weston	1	
OS	Gareth Wrentmore		1
OT	Georgina Roberts	1	
OT	Jonathan Davis *		
NS	Lloyd Morris		1
NS	Rob Ace	1	
Sporting	Richard Hughes		1
Sporting	Janine White		1
FITASC			
FITASC			
		5	7

* = No Vote received.

FOR	5
AGAINST	7

2. Comments

- a. Very disappointing as the board were aware of the indicative cost to the association of £2000 set up charges, followed by a minimum of £90 per month ongoing, and the IT Subcommittee were given the go ahead to progress the matter on that basis. The IT Subcommittee subsequently felt it important to make sure the board was aware that if member numbers went above 1000 the monthly cost would rise to £190 per month
- b. The decision not to go with this software will prevent modernisation of the association and will be to the detriment of its members.
- c. One comment was made that perhaps the IT Subcommittee could consider other options. The remit of the subcommittee was to report on the most cost-effective solution to membership records, and this was what was provided to the Board.
- d. The ongoing costs per year would have worked out, based on 650 members at £1.66 per member per year. If we had 1000 members and had to go for the higher tier, then this would have worked out ongoing at £2.38 per member per year.
- e. There seems to have been no consideration of the ongoing monetary savings that the system would provide, which would have contributed to offsetting the system once set up, which was discussed in board meetings.
- f. Many board members have said that due to the COVID 19 crisis this is not the time to incur such expenses. I feel this is TOTALLY the wrong attitude. In a year with no expensive Home International expenses, and in a situation where our loyal members have continued to renew their membership, we have seen the bank balance of the association grow from at March 2020 the start of lockdown £100,009 to at 26/8/2020 £108,220. So, in conclusion now is the EXACT time we should have been investing in the future of the association, to ensure we are in robust position to go forward to the post COVID19 era, providing a better membership experience to Welsh shooters and Shooting Grounds
- g. The point was also been made about members not renewing during the Pandemic, but truth be told we just don't know, as we cannot say for definite even how many actual active members we have, how many in each category etc.
- h. The other point was that Board members who were prepared to give up their time to make this happen were going to do so at a time when they could concentrate on the project with so little else going on in the shooting world, so again the perfect time.
- i. The board should remember; that should the end of the world be nigh the Sheep CRM subscription would be cancelled.

3. Migration of the website and email to Exchange Office 365 Platform

- a. With Board decision on membership software and the fact that this would also incur monthly costs there is no point in looking at this any further at this time.

4. Moving Forward

- a. I intend no further IT Subcommittee meetings as any further development will result in cost which the board does not seem to want to make at present.
- b. But I make no apologies for reiterating that if the Board wants to move forward it cannot do so without cost and expecting a few people to keep giving their time for nothing.

5. On a personal note

- a. I agreed to become the association Chairman on the basis of improving and modernising the association, with the vision I have and the drive I believe I could bring to ensure the stagnation of recent years is put behind us, ensuring the association is better suited and able to get stronger and more relevant. I am afraid if my vision is at odds with the boards, then perhaps they should consider electing a different sort of Chairman, as I am afraid, I continue to accept the Status Quo when there is an opportunity for change.



R.J. Harrison
WCTSA Chairman

13/10/2020