



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

WCTSA BOARD of MANAGEMENT MINUTES

Date: Wednesday 2nd September 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>Olympic Skeet:</i>	
<i>Sporting:</i>		<i>National Skeet:</i>	<i>Lloyd Morris</i>
<i>ABT:</i>		<i>National Skeet:</i>	

1. Chairman's address & welcome

- The Chairman thanked everyone for attending and advised he felt it was still safer not to have face to face meetings at the moment. Hopefully it may be possible to have one in the not too distant future so those members of the Board who are unable to connect via Zoom can attend.

2. Apologies for absence

- Emyr Davies, Jonathan Davies, Rob Ace, John Hewlett, Janine White, Richard Hughes & Will Palmer

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 24th June 2020

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

5. Matters arising from the minutes

- 3933** - NW advised Gary Davies has sent an email to confirm he received his letter and badge and she also noticed he was wearing it on his skeet vest at a recent shoot.
- 3935** - NW advised she has made arrangements to call and collect the Castellani vests from Mid Wales Shooting Ground on the weekend of the Sporting Welsh Open.
NW to action.
- 3964** - AJ confirmed a list of completed county qualifiers was compiled and circulated to the Board as requested and it was agreed that Counties only need to hold one qualifier for DTL & All Round team selection purposes. He also confirmed all the County Finals have now been

re-arranged and the dates have been published on both the website & Facebook.

- **3965** - NW confirmed she has made the amendments as requested and emailed them to AJ to be used when emailing out membership renewal reminders. AJ asked if the standing order form could also be revamped as this is still being used at present.
NW to action.
- **3966** - NW advised Rob Ace has been informed of his successful appointment as National Skeet representative and accepted the position.
- **3967** - AJ advised he has informed member WW2298 his scores will not be registered by the CPSA as his membership is not current.
- **3968** - RJH advised he has sought guidance from our solicitor about whether or not we can legally postpone the AGM and this will be discussed in detail under agenda item 7c.
- **3970** - NW confirmed she has started to compile a trophy database and reminded Board members to please forward a list of the Welsh Open trophies and their winners after the events have been held.

6. Correspondence

- None

7. Business matters

- 3971 - County co-ordinators & county shoots** - RJH congratulated all Board members on getting WCTSA shoots up and running again after such a long period of there being no shooting allowed. RJH posed the question; going forward how can we try to improve County shooting? It is slightly concerning there is a significant lack of County co-ordinators which inevitably leads to a very poor attendance at the County co-ordinators meeting in November. LM commented, in his experience, people take on the role of County co-ordinator but don't appreciate just how much work is involved and then give up the role after a year. The question was asked should there just be one co-ordinator for all disciplines and all counties?
It was noted with Mid Wales Shooting Ground closing, Powys will struggle to hold certain qualifiers, so it was suggested maybe county qualifiers need to be advertised early and further afield than just their respective counties so those from other counties may attend in order to submit qualifying scores. This would be very beneficial to those counties who don't have grounds with certain discipline facilities. It was also suggested maybe some counties could use the first 50 targets at a specified registered shoot or at the Welsh Opens.
GR also commented she would like to see an open county final day for OT, especially if the ABT one due to be held in the spring is a success. It is a good way of encouraging more shooters into the smaller disciplines. After a lengthy discussion, RJH proposed the matter be re-visited at the next meeting, by which time some of the County finals will have been held and therefore give an idea of how well supported they are.
- 3972 - Board correspondence & replies by emails** - RJH asked all Board members to please ensure they 'reply to all' when responding to discussions via email so everyone is kept in the loop at all times.
- 3973 - AGM arrangements**
 - **Date & venue** - RJH advised the solicitor had confirmed the AGM could be postponed if need be. However, he proposed we proceed with it on the usual date of Saturday 17th October @ 2pm but, hold it via Zoom so as not to encourage people to travel from all over Wales and congregate in one place. It was also suggested this should be put forward at the AGM as an

amendment to articles. It was agreed the date should be advertised on both the website & Facebook as soon as possible and those wishing to attend need to email the Secretary beforehand to request the link to join the meeting. The details will then be emailed back to them just prior to the meeting. GH advised some of the settings would need to be changed when setting up the Zoom meeting so that everyone is muted at the start. RJH asked if GH would set up the meeting and forward the connection details to NW for distribution.

- **Notifications** - It was agreed any notifications for discussion at the AGM should be sent to the Secretary by Wednesday 30th September for approval at the pre-AGM Board meeting. It was proposed this should be held on Wednesday 14th October @ 7pm.
- **Sports Personality of Year awards** - LM proposed the awarding of the Sports Personality of Year titles are withdrawn for 2020 as there has been so little shooting and majority of the major championships and internationals were all cancelled. AJW seconded the proposal with all in favour.

RJH advised his Chairman's report would again be a summary of the year and asked discipline reps to forward anything they would like included. RJH also advised he would contact AW to see if he is willing to continue in the role of WCTSA President.

RJH, GH & NW to action.

- 3974 - Ground membership fees** - With membership forms for 2021 due to be sent out in November, a discussion was had about whether or not membership fees should be changed. LM proposed they remain as they are, especially after the year we've had and many shoots being cancelled. This was seconded by AJW with all in favour. It was agreed to review the fees next year. It was also noted that going forward, grounds must pay levies for all entrants at any Welsh selection shoots and not just for Welsh shooters. The CPSA do not distinguish between different members and grounds are charged for all entries regardless. It was agreed this should be monitored and addressed straight away if the situation arises.
- 3959 - Skeet HCIT 2021 update** - NW advised she has been in contact with the Crowne Plaza hotel in Chester and negotiated a contract for the banquet and block booked some rooms for 2 nights for the Welsh team. This is currently with JS for signing and the deposit of £500 to be paid. JS asked if the Board was happy with the numbers for the banquet and confirmed she would pay the deposit in the coming week. NW advised she would send out a revised invitational letter to the other nations once we have confirmation the contract is in place.
NW to action.
- 3960 - I.T. sub-committee update** - RJH advised the committee met last night and finalised the wish list for the membership software before it is submitted to 3 or 4 companies for quotes. The I.T. sub-committee will then review the quotes and put forward their preferred option to the Board for discussion. A discussion was also had about purchasing Office 365 and possibly migrating the email accounts away from Gloversure to another company which also provides I.T. support for any issues. It may even be an option to have email addresses for discipline reps rather than having to use their own personal email addresses. The committee also had a discussion about whether the Association should be offering a student membership category in order to attract those who are part of University shooting teams to join. AJ asked if the new membership software will carry out membership eligibility checks. RJH advised the system won't automatically accept membership applications. They will still need to be approved before being processed.
- 3961 - COVID-19 update** - Nothing to update at present but it was noted some areas of Wales are currently being monitored due to the increasing number of positive COVID cases.

8. Treasurer's Report – See Appendix

- JS advised she has contacted the Lion Quays Hotel & Spa to ask if we are able to split the £500 credit we have with them into small amounts. They confirmed we can and we can spend it on anything available at the venue. She also advised there are some offers on at the moment which may be of interest. LM suggested splitting it into two £250 vouchers which could be raffled as prizes at both the Sporting & DTL Welsh Opens as these are the 2 better attended events. After discussion, it was decided both Dovey Valley Shooting Ground & Fauxdegla Shooting Ground should be contacted first to see if they have any objection.
RH & DR to action.
- Following discussion at the last meeting about incorporating a direct debit function into the new membership software, JS advised direct debit will not be an option as Barclays have advised we do not have a large enough turnover. DR suggested maybe we need to consider moving to a different bank that will provide direct debit or JS suggested maybe we need to look at the 'Go Cardless' option again. RJH advised he hoped everything we require will be built into the new membership software but will bear in mind it needs to be compatible with our accounts software.
- JS advised the treasurer@wctsa.co.uk email address is down at the moment but the old wctsa.money@btinternet.com is still working.

9. Executive Decisions

- None

10. WTSF report

- AJW advised there hasn't been a meeting since the one held on the 3rd August. He did however wish to congratulate the 3 Welsh shooters who have selected for the British Shooting World Class Programme namely Ben Llewellyn (Olympic Skeet), Lewis Owen (Olympic Trap) & Georgina Roberts (Olympic Trap). RJH echoed AJW's congratulations especially to Board member GR on her selection.

11. BICTSF report

- GH advised there still hasn't been a meeting or one scheduled as of yet. There is still some question about whether or not the European FITASC championship will be held at the end of September and still some ongoing debate about whether or not the BICTSF will send any GB teams.
- a. NW advised JW has opted not to stand as a replacement BICTSF rep instead of RH. On reflection she felt she wasn't able to commit to attending the meetings. RJH asked if anyone else wished to take up the role and GR volunteered.

NW to advise BICTSF.

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

- RJH advised he has had a conversation with Phil Ash regarding the £10 rebate for introducing members to the Association. Phil advised he has introduced at least 8 members over the last 12 months. RJH explained to Phil that when the members apply, they need to indicate they have been introduced via the club / ground and then the £10 is forwarded on but, as his ground isn't currently a WCTSA member, then the rebate doesn't apply.

16. Date & venue of next meeting

- 14th October 2020 - Video / Telephone Conference @ 7:00pm

With no further business the chairman declared the meeting closed at 9.15pm.

Minutes agreed and signed by:-

Signed:- 

Date:- 14/10/2020

R.J. Harrison
WCTSA Chairman

APENDICES TO THE MINUTES

8. Treasurer's Report

WCTSA Ltd as of 2nd September 2020

Bank Accounts:-

<u>Account Name</u>	<u>Account No.</u>	<u>As at 26/08/2020</u>	<u>As at 31/07/2020</u>
❖ Current Account	30924024	26,207	24,776
❖ Base Rate Reward	53163849	18,154	18,154
❖ Saver	33558894	80	80
❖ Paypal	N/A	161	77
❖ Secure Trust	47643	61,921	61,921
Total		£106,523	£105,008
Net Difference		£1515	

Major movements since last meeting (PAID)

	£
❖ Wages/PAYE 1 month	708
❖ Quickbooks paid via Barclaycard	18
❖ Namesco	40
❖ Zoom Video Conferencing - Annual	144
❖ Jacklyn Dawson Solicitors	351

Major movements since last meeting (RECEIVED)

	£
❖ Allan's bankings re: members	565
❖ Paypal Transfers	1,200
❖ Standing Orders	235

Due to pay:-

	£
❖ Staples - Ink/paper for Membership Secretary	57