



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

## WCTSA BOARD of MANAGEMENT MINUTES

Date: Wednesday 13<sup>th</sup> January 2021  
Venue: Video / Telephone Conference @ 7:00pm

### PRESENT

<i>President:</i>	<i>Vacant</i>	<i>ABT:</i>	
<i>Chairman:</i>	<i>Robert Harrison</i>	<i>DTL:</i>	<i>Dai Ricketts</i>
<i>Stats Officer:</i>	<i>Vacant</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>	

### 1. Chairman's address & welcome

- The Chairman welcomed everyone to the first meeting of 2021. Unfortunately, the year is starting off with everyone back in lockdown but hopefully this will be the last time.

### 2. Apologies for absence

- Jonathan Davis, Emyr Davies & 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 24<sup>th</sup> November 2020

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

### 5. Matters arising from the minutes

- **3973** - RJH asked if everyone had looked at the website link AJW forwarded after the last meeting and asked if there are any comments. A question was raised as to whether or not the design would be sturdy enough to withstand being passed around each year. AJW advised the OSK has a very similar trophy in circulation. It is quite robust and has been around for a number of years with minimal damage. He advised it will require a substantial plinth and he has approached Terry Griffiths to assist with this. It will consist of an outline map of Wales with the dragon placed on top. RJH suggested AJW just re-confirm the purpose and name of the trophy with Arthur & Rita Williams and, if they are happy with the proposal, he should go ahead and get it ordered.

**AJW to action.**

- **11a.** - NW advised she has informed the BICTSF that RJH is the new representative and also

checked that GR has been removed. She also reminded the Board we can still appoint a second representative should anyone wish to take up the role.

- **15a.** - RJH confirmed he has spoken to GH and he wishes to receive his honorarium for the 6½ months he was in office last year. RJH also confirmed the team scoring system was something that was created by GH and hosted on a server at his place of employment, so this is no longer available for the Association to use.
- **3979** - JS advised she hadn't yet added GR as a Director with Companies House but she will get it done this week.

**JS to action.**

- **3981** - NW advised all the letters, membership forms & shoot application forms were emailed or posted out the 6<sup>th</sup> December and all grounds wanting to host selection events in 2021 have completed and returned their forms.
- **3960** - AJW advised the application is currently still with the grants committee so no update as of yet.
- **AOB 6.** - NW advised she has been in contact with Grant Repshire at the CPSA about updating the WCTSA contact details in the PULL Magazine. He said he would update them and send a proof to check before the next issue is printed but she advised she hasn't received anything yet. JH advised he has recently received the latest edition of the magazine and the details are still incorrect. NW said she would email Grant again.

**NW to action.**

## 6. Correspondence

- None

## 7. Business matters

- a. **3980 - Statistics Officer vacancy** - RJH advised he has put together a draft job description (see appendix) and, following his conversation with GH about the current team scoring system no longer being available, he has had a telephone conversation with Iain Parker at the CPSA to make enquiries about what system they use for their team selection process. During this conversation, Iain had advised the new CPSA scoring software is due to be launched in 2021. It will be a live and interactive system which allows referees to upload scores directly via iPads. The CPSA are considering making it available to other nations for a small charge. RJH advised Peter Tomlin, I.T. Manager at the CPSA is due to contact him to discuss the team scoring system further. It was agreed if we could use the CPSA system it would save the new Stats Officer having to create something from scratch. RJH advised he will continue to liaise with the CPSA and get the advert for the post sent out.

**RJH to action.**

- b. **3982 - Vice-chairman vacancy** - DR proposed AJW for the role which was seconded by RH. AJW advised he is happy to step up into the role if this is the Board's wishes. All were in favour of his appointment.
- c. **3983 - 2021 Home Internationals** - WP advised he has concerns about the DTL Home International as it is the first one of the year in mid-July and it is due to be held in Ireland. Feedback from DTL shooters is they are not interested in going this year as they do not want to travel to Ireland because the risk is still too high. It was also noted Ireland are due to host both the Olympic Trap and the FITASC Internationals as well. There is also still a lot of questions surrounding travel restrictions, hotel deposits and whether or not insurances will cover

cancellations due to COVID-19. RJH advised he has raised his concerns with Iain Parker about the lack of ICTSC meetings being held, especially as concerns have already been raised by the SCTA about the viability of the Home Internationals taking place this year. Poorly attended events may result in a loss for the hosting nation and restrictions may mean the banquets are not possible, so deposits for venues may be lost as well. With the future still so uncertain, it is very difficult to make plans but RJH suggested all we can do is plan for the best and give shooters something to look forward to. The question was also raised about MQS's and whether or not they need to be changed as many shooters won't have shot for months and it may be difficult to achieve them this year. It was agreed this should be reviewed at a later date once shooting has recommenced and, if necessary, they could be temporarily suspended for 2021. WP also raised concern about the practicality of fitting in enough DTL selection shoots in time for the International. Ideally, it would be better if the event was moved to later in the year. JW suggested we may have to be open to pushing dates back until later in the year as the calendar will be packed with events. She also suggested, if Home Internationals are postponed this year, then it may be worth using scores from this year's selection shoots towards next year's team selection by combining the 2 years to create an average. RJH advised he will be pushing for an ICTSC meeting a.s.a.p. so these issues can be discussed and will feedback his progress at the next meeting.

**RJH to action.**

- d. **3984 - Allocation of 2021 selections shoots** - RJH asked if discipline representatives have given thought to reducing the number of selections for this year.

- |   |                                |
|---|--------------------------------|
| • <b>ABT</b> – 6 selection shoots with 3 scores to count    | Welsh Open – SW2000            |
| • <b>DTL</b> – 6 selection shoots with 3 scores to count    | Welsh Open – Fauxdegla S.G.    |
| • <b>NSK</b> – 6 selection shoots with 4 scores to count    | Welsh Open – SW2000            |
| • <b>OSK</b> – 4 selection shoots with 3 scores to count    | Welsh Open – SW2000            |
| • <b>OTR</b> – 6 selection shoots with 4 scores to count    | Welsh Open – SW2000            |
| • <b>SPT</b> – 5 selection shoots with 4 scores to count    | Welsh Open – Dovey Valley S.G. |
| • <b>FITASC</b> – 3 selection shoots with 2 scores to count | Welsh Open – Lea Farm S.G.     |

During a discussion about where to allocate the FITASC Welsh Open, RH declared a conflict of interest and left the room. The Board then held a vote which resulted in 6 votes in favour of awarding the event to Lea Farm S.G., 0 votes for Hart Events and 2 abstentions.

NW advised she has received an email from Mike Faux @ Fauxdegla S.G. advising he has applied for ABT & OT selection shoots but with the proviso they are run alongside other competitions due to small numbers in both disciplines. NW reminded the Board the rule was passed that all entries on the day will be charged levies regardless of what the competition is and this includes all entries from CPSA members. This needs to be clarified with Mike beforehand. JH advised either he or ED will speak to Mike.

**JH & ED to action.**

With the number of selection shoots being reduced, RH proposed the levies be increased from £3 to £4 to maintain the income to fund the teams. This was seconded by AJW and with 8 votes in favour and 1 vote against, the proposal was carried.

- e. **3985 - Refereeing at National Skeet qualifiers** - LM raised concern about the refereeing of the NSK qualifiers. He explained this is usually done by different shooters at the event when they are not shooting but suspects that COVID restrictions may mean this is not possible. It therefore may be necessary to pay referees. RH commented it is up to the hosting ground to

ensure they run the shoots in accordance with all COVID guidelines and, if this means they have to provide the referees and pay them, so be it. It is up to the ground to cover that cost however they see fit. He suggested LM speak to the grounds to see what their thoughts are and this can be reviewed nearer the time once we know what the Government guidelines are.

**LM to action.**

- f. **3986 - Report from county co-ordinators meeting** - AJ reported the meeting was very well attended but, due to current circumstances, the dates for the County Finals are yet to be confirmed. It was also suggested the Association should look to target some of the small clubs/shoots to see if more shooters could be encouraged to have a go at the County shoots in a bid to increase the number of grass roots shooters. A concern was also raised surrounding the standard of the new County badges. NW advised she handed 3 out to new caps at the Sporting County Final and noticed they were a much poorer standard than previously. RJH advised AJ had sent him a sample of both the new badges and the old ones and there was a distinct difference in quality. The new ones appear to be just embroidered patched whereas the old badges were wired. AJ advised the supplier was changed a couple of years ago. RJH asked NW to see if she could obtain quotes for some of the wired badges.

**NW to action.**

- g. **3959 - Skeet HCIT 2021 update** - Nothing to report at present.
- h. **3961 - COVID-19 update** - Nothing to report until the end of the latest lockdown is known.

## 8. Treasurer's Report – See Appendix

- JS ran through the major movements since the last meeting and advised she has paid GH his honorarium for the 6½ months he was in post last year. She also advised the extension to the insurance policy to bring it in line with the financial year end has now been sorted and the additional cost was £274.
- JS advised the Secure Trust funds won't be accessible until 19/02/2021 and since the last meeting the interest rate on the Close Brothers account has dropped to 0.6%. She advised she has looked at a couple of alternative accounts (see appendix) but the Board weren't comfortable with the fixed interest rate or the fact there can be no withdrawals made until the bond matures. It was agreed to stick with the Close Brothers account and open it with the £25,000 lump sum once the Secure Trust funds are available.

## 9. Executive Decisions

- None

## 10. WTSF report

- AJW advised he is still liaising with Alan Greene at the WTSF about a possible grant and a new funding pot is due to be announced by Sport Wales to support any Associations that have been financially affected by the pandemic. Any application made by the Association will need to be supported with evidence but a meeting is due to be held soon to discuss the fund in more detail. He also advised Sport Wales are reviewing the use of I.T. in the Associations. RH proposed more emphasis should be made in the application on the importance of maintaining regular communication with members & grounds during the pandemic and especially now when we start to try to rebuild shooting in Wales after such a long layoff.

## 11. BICTSF report

- RJH advised a meeting has finally been scheduled for 9<sup>th</sup> February so hopefully there will be more to report at the next meeting. The AGM is also scheduled to be held on Saturday 6<sup>th</sup>

March via Zoom.

**12. ICTSC report**

- None

**13. ICTSF report**

- None

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

- It was agreed the increase of levies passed under agenda item 7d. is only applicable to selection shoots in 2021 and therefore the rules do not need to be amended.

**15. Any other business**

- LM asked if the membership renewals are slow coming in this year. AJ confirmed they are slow and numbers are down at present but understandably, members are waiting until shooting re-starts before they re-join.
- AJW advised he is waiting for the British Shooting dates to be announced before setting the Olympic Skeet dates.
- RH suggested there should be trophies awarded to the non-international high guns at the County Finals rather than just presenting them with a badge. RH offered to donate a trophy for the Sporting final & AJ offered to supply one for the DTL.

**16. Date & venue of next meeting**

- 17<sup>th</sup> or 24<sup>th</sup> February 2021 - Video / Telephone Conference @ 7:00pm

With no further business the chairman declared the meeting closed at 9.08pm.

Minutes agreed and signed by:-

Signed:-



R.J. Harrison  
WCTSA Chairman

Date:- 24/02/2021

## APENDICES TO THE MINUTES

### 8. Treasurer's Report

#### WCTSA Ltd as of 13<sup>th</sup> January 2021

##### Bank Accounts:-

<u>Account Name</u>	<u>Account No.</u>	<b>As at 13/01/2021</b>	<b>As at 24/11/2020</b>
❖ Current Account	30924024	34,986	26,756
❖ Base Rate Reward	53163849	18,158	18,158
❖ Saver	33558894	80	80
❖ Paypal	N/A	102	250
❖ Secure Trust	47643	62,412	62,114
<b>Total</b>		<b>£115,738</b>	<b>£107,358</b>
<b>Net Difference</b>		<b>£8,380</b>	

##### *Major movements since last meeting (PAID)*

	£
❖ Wages/PAYE 1 month	708
❖ Quickbooks paid via Barclaycard	18
❖ Gavin Harvey - 6½ months honorarium	677
❖ Stamps for Allan	197
❖ Insurance extension	274
❖ Membership Secretary expenses	250

##### *Major movements since last meeting (RECEIVED)*

	£
❖ Allan's bankings re: members	2,500
❖ Paypal Transfers	1,850
❖ Standing Orders	6,525

**WCTSA Ltd**

**Deposit account information as at 13/1/2021**

Balance held at Secure Trust Bank £62,412.10

Date Account is closing and transferring to Barclays Current Account 19/2/2021

**Option 1 – Close Brothers Savings**

- a) Forms ready and could open before 19/2/2021 with £25,000 (minimum), and then top up with the Secure Trust balance when it is transferred.
- b) **Variable** rate today 0.60% gross pa/AER
- c) Can top up
- d) 95 days' notice to withdraw funds.
- e) Interest accrued daily, and paid on 1<sup>st</sup> January and 1<sup>st</sup> July.

**Option 2 – Cambridge and Counties Bank 5 Year Fixed Rate Bond**

- a) Can only open when we have the funds available. Therefore, could risk the rate changing from today's rate to the rate on 19/2/2021. (Could go up or down)
- b) **Fixed** rate 1.15% gross AER
- c) Minimum deposit £10,000 and no top ups once opened.
- d) No withdrawals.
- e) Interest paid on maturity.

**Option 3 - Cambridge and Counties Bank 2 Year Fixed Rate Bond**

- a) Can only open when we have the funds available. Therefore, could risk the rate changing from today's rate to the rate on 19/2/2021. (Could go up or down)
- b) **Fixed** rate 1.00% gross AER
- c) Minimum deposit £25,000 and no top ups once opened.
- d) No withdrawals.
- e) Interest paid on maturity.

## 7a. Statistics Officer vacancy



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

### WCTSA STATS OFFICER VACANCY

We have a position become available for the WCTSA Stats Officer.

This position is a non-voting Board appointment which attracts an Honorarium of £1,250 per annum.

The outline duties of the position include collating all scores from the Welsh Qualifiers held to determine team selection of Home International Tournaments.

Duties include

- Collate and submit scores to the CPSA in a timely manner for those grounds that do not do this through the CPSA software. The new CPSA scores program in 2021 should allow all ground to do it themselves.
- Collate all Welsh Selection scores - Pull all Welsh selection scores together following each shoot and update the team points accordingly. This must be done as soon as possible and can be quite challenging when several qualifiers in different disciplines have been held over a weekend.
- Upload updated team points lists to WCTSA website in a timely manner.
- Deal with score queries and CPSA entry errors.

The challenge for 2021 is that the WCTSA needs a new system to be able to do this, so the successful applicant must have a good knowledge for instance of Excel and Excel programming, or other such IT skills that would be useful for the position and the creation of a Team Points Record System.

If any member is interested in the position, or wants to know more, please can you contact the secretary Nicola Walker at [Secreatry@wctsa.co.uk](mailto:Secreatry@wctsa.co.uk)

Rob Harrison  
WCTSA Chairman.

Tel: 01691 590293 Mobile: 07710 127463.

[Email: chairman@wctsa.co.uk](mailto:chairman@wctsa.co.uk)