



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

WCTSA BOARD of MANAGEMENT MINUTES

Date: Tuesday 24th November 2020
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>Secretary:</i>	<i>Nicola Walker</i>	<i>Olympic Trap:</i>	
<i>Treasurer:</i>	<i>Jackie Spencer</i>	<i>Olympic Trap:</i>	<i>Jonathan Davis</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 thanked everyone for attending and hoped everyone was keeping safe and well during this second national lockdown.

2. Apologies for absence

- Rob Ace, Georgina Roberts, Emyr Davies, Will Palmer & 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 14th October 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

- **3965** - NW advised she has revamped the membership standing order form and emailed it to AJ.
- **3973** - AJW advised he has looked into getting a laser cut dragon outline in order to create the new perpetual trophy in honour of Arthur & Rita Williams. He also advised he knows someone who would be able to turn a wooden plinth for it to be mounted on. AJW advised he will send a link to the website for the company that do them so everyone could see what he is proposing.
AJW to action.
- **11a.** - NW advised she has informed the BICTSF that GR is unable to sit on the committee as a WCTSA representative. RJH asked if anyone else wished to be put forward instead, but with no volunteers, he advised he will put his own name forward so the Association has at least one representation on the committee.
NW to action.

- **15a.** - JS asked if GH was to be paid his honorarium for the 7 months he was in office this year. RJH advised he will contact GH to ask him the question.
RJH to action.
- **15b.** - JS advised the WCTSA insurance policy does not cover any kind of contents or specified items so there is no insurance cover in place for the DTL Welsh Open trophy should it get damaged. With WP unable to attend the meeting, it was agreed to discuss this further at the next meeting if the matter hasn't been resolved.

6. Correspondence

- Email from Ian Parry-Belcher WW846 re: WCTSA strategy & development
NW advised the email was originally received just before the AGM but not before the deadline for any correspondence. Mr Parry-Belcher had therefore been advised his questions would be discussed at this meeting. In response to the question about the Association's strategy, it was agreed that due to the unpredictability of the current circumstances it is very difficult to formalise any strategies until the way forward becomes more certain. However, the situation will be constantly monitored so we can plan for the future accordingly. With regards to plans for developing the standard of shooters and increasing numbers in the sport, RJH suggested he be advised the Association did begin to hold 'Have a go' days but these were brought to a halt due to COVID-19. He also suggested we highlight the fact we now work in partnership with the WTSF and will be aligning with their future plans on introducing more people into the sport. The first of the new Young Shots steering group is actually meeting this evening and is why GR is unable to be present, so more details on their strategy may be known shortly. AJW advised Mr Parry-Belcher is an APSI qualified coach so RJH suggested it may be worth enquiring if he would be willing to assist with future 'Have a go' days. As a qualified coach, he will already possess the necessary insurance cover. JD also advised there is money available for coaching and it might be worth considering holding a competition day exclusively for juniors as we have a significant shortage on members under 18. It was agreed this should be discussed in more detail at the next meeting when hopefully restrictions will have eased.
NW to action.

7. Business matters

- 3979 - Election of Directors** - RJH advised following the resignations of both AW & GH there are now 2 vacancies for directors. He asked if anyone wished to put themselves forward for the role and advised GR had already expressed an interest. With no other volunteers, RJH proposed GR for one of the positions which was seconded by JW. All were in favour.
JS to action.
- 3980 - Statistics Officer vacancy** - RJH advised the successful candidate will need to have excellent Excel knowledge and good all-round I.T. skills would be beneficial. He advised the role will still come with a £1,250 honorarium per annum and a proper job description needs to be put together before it is advertised on the website.
RJH to action.
- 3981 - Ground membership forms** - NW asked if the ground membership forms are to be sent out with the application for shoots forms or are they separate tasks whereby AJ sends out the membership forms. It was agreed it would be better if both went out together at the same time. NW advised she intends to send them out via email wherever possible to save on postage and will ask each ground / club to acknowledge safe received of the email.
This then lead to a discussion on ground membership fees for 2021. RH proposed any grounds

that paid 2020 membership fees for a discipline(s) which they were then unable to hold shoots for due to COVID-19, should be credited their fee towards 2021. He stipulated this should only be the case for grounds that held no shoots in that particular discipline. LM seconded this proposal with all in favour. RJH suggested this should be included in the membership letter to grounds so they are aware. All reps are to advise NW which grounds have held shoots for their discipline this year.

NW to action.

- d. **3959 - Skeet HCIT 2021 update** - NW advised the revised invitational letter has now been sent out to the other nations and most have confirmed safe receipt of it.
- e. **3960 - I.T. sub-committee update** - AJW advised he has submitted a funding proposal to the WTSF to see if there is any chance of a grant to help with the purchase and set up of the new membership software. He advised funding is currently being allocated for grants which have a COVID-19 connection. The application was submitted for a grant of over £4,000 and is currently with the grants committee for review. RJH thanked AJW for his work on this.
- f. **3961 - COVID-19 update** - Nothing to update at present but RJH advised the CPSA have confirmed registered shoots can begin again after the 2nd December.

8. Treasurer's Report – See Appendix

- JS advised she proposes to close the Secure Trust account as it is currently not earning any interest at all. AJW suggested a new account which has a fixed interest rate of 0.9% so it should earn approximately £540 per year but it has a 95 day withdrawal notification period. JS asked if the Board felt this would be an issue but all were in favour of moving to the new account. JS proposed the Saver account & Base Rate Reward account remain as they are for now.
- JS advised she will be sending the amended articles to Companies House tomorrow.

9. Executive Decisions

- None

10. WTSF report

- NW advised she has been contacted by Paul Gumm for the names of the 2 WCTSA representatives for the WTSF AGM which is this coming Monday. AJW advised he is willing to attend and JH offered to attend also. AJW also advised the WTSF have asked all affiliated Associations to complete a report form before every WTSF meeting which asks for updates on governance, strategic planning, competitions, clubs and coaching. AJW advised he is happy to complete and submit as best he can. RJH commented any significant updates need to be minuted and passed by the Board first so our own membership is aware before it is released to the WTSF.

11. BICTSF report

- None

12. ICTSC report

- None

13. ICTSF report

- RJH advised all ICTSF events have now been postponed to 2022 including the DTL World Championship due to be held at Bywell. This is due to the ongoing global pandemic and its effects on travel restrictions. No date currently set for the next meeting.

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

- None

15. Any other business

- LM noted the same members appear to be missing Board meetings on a regular basis. NW advised she has spoken to GW a couple of times but he struggles to access the Zoom meetings. AJW advised he will speak to GW to see if he can help him with connecting to the meetings. JD advised he struggles to attend due to him working shifts but it would help if an email was sent out straight after each Board meeting advising every one of the date of the next one. He could then try to ensure he is available to attend. RJH agreed this was a good suggestion.

NW to action.

- DR asked if the Board will be appointing a new vice-chairman following the resignation of GH. RJH advised anyone wishing to be considered for the role should let him know and it will be added to the agenda for the next meeting.
- NW advised she has started receiving a lot of spam emails. JS advised she has also had the same issue.
- AJ asked if the Association will be continuing to issue membership cards in 2021 as he'll need to re-order some stationery supplies if we are. It was agreed the membership cards are still to be issued for the forthcoming year.
- AJ advised the County Co-ordinators meeting will be arranged for early December and Co-ordinators will be invited to participate via Zoom.
- JH informed the Board he recently noticed the Pull magazine still has both Daff Davies & Val Matulla as the contacts for the WCTSA. RJH asked NW to see if she can get the information updated.

NW to action.

16. Date & venue of next meeting

- 13th January 2021 - Video / Telephone Conference @ 7:00pm

With no further business the chairman declared the meeting closed at 8.52pm.

Minutes agreed and signed by:-

Signed:-



R.J. Harrison
WCTSA Chairman

Date:- 13/01/2021

APENDICES TO THE MINUTES

8. Treasurer's Report

WCTSA Ltd as of 24th November 2020

Bank Accounts:-

<u>Account Name</u>	<u>Account No.</u>	<u>As at 24/11/2020</u>	<u>As at 06/10/2020</u>
❖ Current Account	30924024	26,756	27,995
❖ Base Rate Reward	53163849	18,158	18,157
❖ Saver	33558894	80	80
❖ Paypal	N/A	250	67
❖ Secure Trust	47643	62,114	61,921
Total		£107,358	£108,220
Net Difference		-£862	

Major movements since last meeting (PAID)

	£
❖ Wages/PAYE 1 month	708
❖ Quickbooks paid via Barclaycard	18
❖ Clive Sawyer - Accounts YE 2020	1050
❖ Stamps for Allan	130
❖ Stamps	1.50

Major movements since last meeting (RECEIVED)

	£
❖ Allan's bankings re: members	400
❖ Paypal Transfers	400
❖ Standing Orders	120