



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

WCTSA BOARD of MANAGEMENT MINUTES

Date: Tuesday 7th December 2021
Venue: Video / Telephone Conference @ 7:00pm

PRESENT

<i>President:</i>		<i>DTL:</i>	<i>Will Palmer</i>
<i>Chairman:</i>	<i>Robert Harrison</i>	<i>DTL:</i>	<i>Elis Jones</i>
<i>Stats Officer:</i>	<i>Rebecca Adlam</i>	<i>Olympic Trap:</i>	<i>Vacant</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 Skeet:</i>	
<i>Membership Secretary:</i>	<i>Allan Jones</i>	<i>Olympic Skeet:</i>	
<i>Sporting:</i>	<i>Richard Hughes</i>	<i>National Skeet:</i>	<i>Rob Ace</i>
<i>Sporting:</i>		<i>National Skeet:</i>	<i>Rob Trow</i>
<i>ABT:</i>		<i>Website Manager:</i>	<i>Clive Bowen</i>
<i>ABT:</i>	<i>John Hewlett</i>		

1. Chairman's address & welcome

- The Chairman welcomed everyone to the meeting and noted how nice it was to finally see people face to face at the AGM in October. He also welcomed Rob Trow, the new National Skeet Discipline Rep, to his first Board meeting.

2. Apologies for absence

- Emyr Davies, Alf Weston, Gareth Wrentmore & Janine White

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 23rd October 2021

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

5. Matters arising from the minutes

- 3994** - JS confirmed the CPSA have now paid the outstanding monies from the DTL British Open but she still needs to chase up the breakdown for the event as the figures don't quite seem to be as expected.
JS to action.
- 6(4)** - RJH advised he has spoken with Angie Oliver at the recent meeting held to discuss the future of County shooting.
- 4009** - Following the thank you meal on the 27th November, CB advised both Arthur & Rita had thoroughly enjoyed the evening and hoped everyone would keep in touch. JS advised Arthur had given her a spare Presidents blazer badge and asked her to pass it onto Brian Davies.
- 4013** - RJH confirmed the badges for the DTL British Open have been received and noted they

were very good quality. Each of the Home nations have been sent some for distribution to the team members and the rest will be posted on to those who were entered as individuals in due course.

- **4014** - RJH confirmed he has informed RT of his appointment, which is apparent by his presence in the meeting.
- **4019** - NW advised she has started to update all the necessary correspondence and forms to include the levy increase for 2022.

6. Correspondence

- None.

7. Business matters

- **4015 - Olympic Trap Discipline Representative vacancy** - NW advised she received an application for the role, which was circulated for the Board's perusal. Mike Bennett is well known in the shooting World and has recently been focusing on the Olympic Trap discipline. NW advised he is very passionate about the sport and keen to promote OT in Wales. She also noted he had recently organised an OT shoot at SW2000 and had acquired some sponsorship for prizes for the event. RJH advised he is happy to propose him for the position, which was seconded by GR and all were in favour of his appointment. RJH to inform him of the decision.
RJH to action.
- **4021 - Expenditure for YE 2022** - Following the recommendation from JS at the last meeting that the Association needs to spend some money to avoid a hefty tax bill, a number of suggestions were put forward. NW again suggested purchasing a 3m presentation wall and some larger banners and pop-ups. CB suggested maybe purchasing enough pop-ups to have one at each ground. RJH suggested maybe looking at something slightly larger than the usual size pop-up. RA proposed we consider something for juniors, such as purchasing some shooting accessories or not charging levies for the year. RJH commented that we need to be mindful this is a one-off expenditure and not something we intend to sustain over a period of years. The Association may not have as good a financial year next year. NW also suggested we look to restock the vests / ties / blazer badges and possibly purchase some more merchandise items, such as pens, which can be given out at promotional events or available to buy by members.
CB & NW to action.
- **4022 - Honorarium awards review** - RJH advised the official salaries / honorariums have not been reviewed for quite some time and should in fairness be reviewed regularly. Only salaried roles at present are the Secretary and Treasurer, with all other roles being honorariums. In the past, the Association has relied on the good will of individuals. But, if we are to continue to move forward and be seen to be more professional, we need to increase the time allowance and therefore pay accordingly. There is a lot of new procedural work to be done and some revamping of current processes and rules still needed. The Secretary role has changed significantly and involves a lot more work than is currently doable in the paid 1 day a week salary of £5,000, which was introduced in 2013. RJH advised he recently met with NW to discuss the work and the role going forward. He felt the role now required at least 2 days a week. With no interest received in the recent National Co-ordinators vacancy, NW had also suggested it may be feasible to amalgamate the County admin work into the Secretary's time as well. RJH proposed the time allowed be increased to 2 days, which was seconded by CB with all in favour. It was agreed to try it and review the situation as and when needed. RJH then proposed each salary / honorarium be discussed but, before doing so, all those present who hold an official role were asked to leave the meeting. RH also declared a conflict of interest and advised he would not participate in the discussion and would abstain from any

votes. After discussion, the following was proposed en bloc by RJH, seconded by WP with all in favour. With effect from 1st January:-

- Secretary - £13,000 (2 days/week)
- Treasurer - £5,000
- Statistics Officer - £1,650
- Membership Secretary - £1,300

When JS re-joined the meeting, she noted she is still concerned the honorariums may be an issue with PAYE and National Insurance. RJH advised both he & AJW will make further enquiries about the rules surrounding honorariums and feedback at the next meeting.

RJH, AJW & JS to action.

- **4023 - No. of selection events per discipline for 2022** - Discipline representatives were asked to confirm the number of selections and scores to count for 2022:-
 - **ABT** – 6 selection shoots with 3/4 scores to count (TBC)
 - **DTL** – 6 selection shoots with 3 scores to count
 - **NSK** – 8 selection shoots with 4 scores to count
 - **OSK** – to be confirmed
 - **OTR** – 6 selection shoots with 4 scores to count
 - **SPT** – 6 selection shoots with 4 scores to count
 - **FITASC** – 4/5 selection shoots with 3 scores to count (TBC)
- **4024 - Proposals from the 'Future of Welsh County Shooting' meeting** - RJH reported the attendance at the meeting was very low and slightly disappointing given everyone had the opportunity to attend. However, the meeting did prove to be very productive and after lengthy discussion it was proposed to do away with county qualifiers for 2022. Qualifiers have been poorly attended in recent years and it was suggested to make each final an open event instead. Shooters will book in directly with the host ground and nominate their county & category. The Secretary will help the grounds co-ordinate the entries and the Stats Officer may assist with providing a suitable scoring spreadsheet. County Co-ordinators may hold qualifiers to select a team if they wish, but it will not be a requirement and will not be governed by WCTSA rules. The levy will also be increased by £1 to £4 at the finals and it was suggested to introduce finals for both the Olympic Skeet & Olympic Trap disciplines. RJH advised it may not be perfect the first year, but we shall give it a go and review it at the end of year. It was also proposed to purchase medals for the winners which they can keep and will be presented alongside the trophies currently in circulation. RH suggested doing what the CPSA do and purchase a reasonable quantity of medals which aren't engraved with the date, so they can be used from year to year. The year can be put on the lanyard instead. CB offered to source some suppliers and get prices for further discussion. GR offered to see if she could find a sponsor for them. All the above was proposed by RJH, seconded by RH with all in favour.

CB & GR to action.

- **4025 - Medals or badges for Welsh Opens (Individual & Category)** - Following on from the discussion above, RJH advised he felt there should be medals given at all the Welsh Opens for individuals to keep. It was agreed this was a good suggestion and CB would look into obtaining different coloured medals or lanyards to denote the difference between County events and Welsh Opens.

CB to action.

- **4026 - Ground membership / shoot application forms 2022** - NW advised she was in the process of updating all the letters and forms and hoped to get them out to all grounds / clubs at the weekend.

NW to action.

- **4027 - Levy invoices for 2021** - RJH asked JS if all the levy invoices for 2021 have been issued. He advised Hart Events had recently asked when they will receive them. RJH also requested a spreadsheet be kept for all 2022 events so the Board can see on a monthly basis what levy monies are coming in and so Discipline Reps can chase up any outstanding invoices sooner rather than later. JS advised there are still some to be sent out.

JS to action.

- **4028 - Clayclo clothing / merchandise** - CB advised he will send out a new updated price list for the merchandise items which were on display at the last Board meeting. The price list for Clayclo products has been circulated already. RJH asked those who were present at the last meeting for feedback on the Clayclo products. RH commented some products were good, but he wasn't sure the vests were what we require and were too expensive to be our cheaper vest option. There is also a minimum order requirement for some of the products so NW commented she felt this may be an issue. Products would have to be stored and stocked for selling to members as and when they require them, which would be quite a big task. She noted the big plus point of continuing to use Sional is the fact they handle all orders and ship directly to the members. The Association does not have to be involved at all and still earns a small commission. The only issues with Sional have been regarding the quality of some products and the lack of some product availability. We could however have a review meeting with them to change these and expand the range of products available. It was agreed a review meeting with Sional may be the best way forward so RJH asked NW to contact them to see if this could be arranged. NW also advised we need to restock the Castellani vests as she sold approx. 30 this year. The old-style mesh vest stock is almost all gone bar a few left-handed ones but there is still a lot of old cloth style vests left. RA suggested donating some of the old ones to Junior members to encourage them, but RH noted they are technically 'international' vests so they should only be given to members of international status. NW also noted there are very few small sizes in stock. On the subject of Junior members, RJH commented the idea of giving them something was a good one and suggested 'goodie bags' for Juniors be added to the next agenda for further discussion.

CB & NW to action.

- **4029 - FITASC HCIT 2022** - RJH asked NW to compile an expression of interest letter to be sent to all grounds which held FITASC selection events this year, to see who would be interested in hosting the event. Once expressions of interest have been received, the Discipline Reps will contact the grounds to discuss the event and tenders submitted if necessary. Once the event has been allocated, a formal contract will be drawn up which clearly indicates what the ground is responsible for providing and what the Association will provide.

NW to action.

- **3999 - I.T. sub-committee update** - Following the last meeting, RJH advised both he & CB have looked at suitable laptops and printers to purchase and had circulated an email to the Board prior to the meeting with the chosen options for approval. These will be purchased over the coming weeks as CB is currently on the lookout for any offers over the Christmas period. CB will liaise with JS for payment when he places the order. RJH also advised him to purchase the necessary software to put on the laptop. CB also commented he has made enquiries about drop box storage, but it is quite expensive.

CB to action.

- **4020 - PR & Marketing update** - GR asked everyone to send her any notable dates, fixtures, or results so she can keep the social media up to date with plenty of content. She also advised she has been in touch with Eley, who are interested in sponsoring something. She is due to visit

their factory soon, so it looks very promising. She has also reached out to some businesses who are happy to give small sponsorships such as £200 to put towards whatever the Association wishes. GR also advised she has been in contact with the Chelsea Bun Gun Club to develop a working relationship with them. She is looking to see if we can do joint ventures to encourage more ladies into shooting and promote the WCTSA with them. RJH congratulated GR for her work so far.

8. Treasurer's Report - See Appendix

- JS ran through the account balances and major movements since the last meeting.

9. Executive Decisions

- None.

10. WTSF report

- In AJW's absence, RJH advised the CSFED Games have now been confirmed as being held on the 8th, 9th & 10th September at Griffin Lloyd S.G. The event will be concluded with a banquet in Cardiff. He also reported 2 out of 3 applications sent to the WTSF for grants have been refused. One because it was from a shooting ground, which is not eligible as it is a commercial business, and one because the owner wasn't prepared to complete the necessary paperwork. RJH advised both he & AJW will be looking to put pressure on the WTSF to support all disciplines and not just limit their support to clubs. It is important shooting grounds are supported as well so they can provide facilities for shooters of all disciplines across Wales.

11. BICTSF report

- Nothing to report. Next meeting is scheduled for 14th January.

12. ICTSC report

- RJH advised the last meeting was held yesterday and a number of items were discussed.
- The silver medals for the overall high guns have now run out, so it was agreed to purchase some more with a contribution of £2,000 from each Association.
- The definition of 'new caps' was discussed and agreed once a shooter has shot an International in a particular discipline, they are no longer deemed a new cap for that discipline regardless of whether they change countries. NW asked RJH to confirm if this is applicable for when shooters change categories i.e., moving from senior to veteran status.

RJH to action.

- All documentation regarding the ICTSC will now be saved in the drop box and all discussions / meetings are now being documented.
- Shooters who won trophies in 2021 should be advised to omit the year 2020 and not engrave them with 'COVID' or anything of a similar nature.
- A proposal was put forward to change the number of scores to count for both OT & OSK.
- RJH put 2 proposals forward on behalf of the WCTSA:-
 - He proposed the size of the DTL teams be reduced as we are struggling to field a team, especially in some categories. This was strongly opposed by some of the other home nations who do not have an issue.
 - Move the Sporting & FITASC HCIT's further apart in the year as it is usually the same shooters taking part in both events. He proposed it be swapped with another discipline or moved to mid-August. This is to be discussed further at the next meeting once other nations have had chance to discuss this with their own Discipline Reps. The 2022 dates will however remain the same.

- Invites for Home Internationals are to be sent out as soon as possible.

13. ICTSF report

- Nothing to report.

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

- County rules need to be re-written following the agreed changes for 2022.
- General rules need to be amended to show Discipline Representatives can change the total number of selection shoots in any given year.

15. Any other business

- CB asked the 13th March be noted as a date for the diary in 2022. He advised there will be a new Sporting fixture in the calendar for the next few years called the 'Bowen Sporting Challenge'. It will be held at Dovey Valley S.G. and organised by both him & his wife, Helen. It will be 120 bird shoot over 13 stands with a guaranteed prize pot of £2,000 for the first 5 years.
- RH thanked both CB & NW for organising the meal at Maesmawr Hall for the Williams family.

16. Date & venue of next meeting

- 12th January 2022 - Video / Telephone Conference @ 7:00pm

The Chairman thanked everyone for attending and for helping move the Association forward over the last 12 months. With more exciting plans in the pipeline, he advised he is looking forward to 2022. He wished everyone a Merry Christmas and hoped to see them all soon.

With no further business the chairman declared the meeting closed at 9:37pm.

Minutes agreed and signed by:-

Signed:-



R. J. Harrison
WCTSA Chairman

Date:- 12/01/2022

APENDICES TO THE MINUTES

8. Treasurer's Report

WCTSA Ltd as of 7th December 2021

Bank Accounts:-

<u>Account Name</u>	<u>Account No.</u>	<u>As at 06/12/2021</u>	<u>As at 19/10/2021</u>
❖ Current Account	30924024	33,218	33,603
❖ Base Rate Reward	53163849	22,615	22,615
❖ Saver	33558894	80	80
❖ Paypal	N/A	135	100
❖ Close Brothers Savings		62,462	62,412
Total		£118,510	£118,820

Difference in Base Rate Reward Account

	£
❖ Money being held for Sporting Hotel in Dundee	4,455.00

Major movements since last meeting (PAID)

	£
❖ Wages/PAYE 2 months	1,416
❖ Clive Sawyer re: Accounts YE'21	1,050
❖ A. Jones - Travel to A/R final & AGM	79.80
❖ A. Jones - Travel to County meeting	49.20
❖ Stamps (500 x 2 nd Class)	330
❖ Aztec Print - Pin Badges / Mugs	943.97 & 624
❖ Meal for Arthur & Rita Williams	219

Major movements since last meeting (RECEIVED)

	£
❖ Paypal Transfers	950
❖ CPSA - DTL HCIT	2,180

Due to pay:-

	£
❖ Sional - Embroidered patches x 150	137.94
❖ A. Jones (Memb. Sec.) - 3 months	250
❖ Rob Harrison for flowers / postage	81.74