



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

WCTSA BOARD of MANAGEMENT MINUTES

Date: Wednesday 16th February 2022
Venue: Video / Telephone Conference @ 7:00pm

PRESENT

<i>President:</i>	<i>Brian Davies</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>Olympic Trap:</i>	
<i>Secretary:</i>	<i>Nicola Walker</i>	<i>Olympic Trap:</i>	<i>Mike Bennett</i>
<i>Treasurer:</i>	<i>Jackie Spencer</i>	<i>Olympic Skeet:</i>	<i>Alf Weston</i>
<i>Membership Secretary:</i>	<i>Allan Jones</i>	<i>Olympic Skeet:</i>	<i>Gareth Wrentmore</i>
<i>Sporting:</i>	<i>Richard Hughes</i>	<i>National Skeet:</i>	
<i>Sporting:</i>	<i>Janine White</i>	<i>National Skeet:</i>	
<i>ABT:</i>	<i>Emyr Davies</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 suggested we get straight on to business given the large number of items on the agenda.

2. Apologies for absence

- Rob Trow, Rob Ace, Rebecca Adlam & Georgina Roberts

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 12th January 2022

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

5. Matters arising from the minutes

- **4021** - NW confirmed the 3m presentation wall has been ordered as per the quote that was circulated.
- **4024 & 4025** - On the agenda for further discussion.
- **4027** - NW confirmed she met with CB to try to get the Shoot08 software set up on the new laptop but ran into a few issues regarding the downloading of the latest membership data. Having rang the CPSA for some help, she was advised they are currently in the middle of rolling out the new web-based Shoot software to all grounds and suggested the Association would be better off starting to use that instead. They advised they are making it available to everyone at no cost and are providing a 1-hour tutorial on how to use it. Having been told this information, NW arranged a session with Pete Tomlins from the CPSA and the session was held this morning which CB also attended. Both reported the new system was much more user friendly with direct access to the live membership database via the internet. NW advised she will trial the

system at the Bowen Sporting Challenge on the 13th March in preparation for the Sporting County Final on the 17th April. Grounds currently using Shoot08 will be moved to the new Shoot software by the end of the year as the old software will be disabled. NW also advised she will be able to role out the new system to those grounds currently without access to any kind of scoring system which should then help alleviate the problem of grounds sending scores in unsuitable formats. The new system will also put the scores straight onto the CPSA website which will prevent RLA having to save them in the correct CSV format and then emailing them in. It will also produce a report for JS to issue the correct levy invoices.

NW to action.

- **4028** - RJH advised he received a list of new products from Alan @ Sional but the attachments in the email were blank. He has since contacted Alan again who has offered to email a copy of a catalogue for a new supplier they are using. RJH advised he will circulate it for perusal before the next meeting once received.

RJH to action.

- **3999** - NW confirmed the setup of the new laptop is now complete.
- **6** - WP advised both he and EJ have discussed what the trophy may be donated for and agreed there is currently no trophy for Super Veteran HG at the DTL Welsh Open. NW advised we only have a postal address for Mrs Mathias so she will send her a letter thanking her for the very kind donation and ask her to get in contact with WP & EJ to discuss the matter further.

NW to action.

- **4031** - NW confirmed a compromise was made regarding the number of double weekend shoots and responses were sent to all those who had emailed in regarding the matter.
- **4022** - On the agenda for further discussion.
- **4029** - On the agenda for further discussion.
- **3999** - RJH advised he raised the subject of the new membership software at the recent WTSF AGM but the response received was not very forthcoming. Recent staff changes mean this has been pushed to the back of their list of priorities.
- **4020** - On the agenda for further discussion.
- **15c.** - JW advised she has compiled the letter and will forward to RJH for approval and signature before being sent out to all ground by NW.

JW, RJH & NW to action.

- **15d.** - AJ advised both Fauxdegla S.G. & Dovey Valley S.G. have not paid their membership fees for 2022. RH advised he will chase Dovey Valley S.G. and RJH asked AJ to chase Fauxdegla S.G. and to let him know if fees are not paid within the next week.

AJ & RH to action.

- **15e.** - On the agenda for further discussion.

6. Correspondence

- Email from Nigel Hawyes WW999 re: national shooting centre for Wales - It was noted that although all the other Associations have grounds which are known as the National Shooting Centre, only the UCPSA actually own their ground. The ICTSA only rent their ground at Esker and both the SCTA & CPSA have no connection to their National Shooting Centres. The grounds in question have merely given themselves the title. The WCTSA certainly does not have the finances to buy a ground nor be able to run it as a financially viable commercial business. RJH noted the WTSF have discussed having such a ground for years, but nothing has ever become

of it. He also noted they are far more financially equipped to own and run one given they are funded by the Welsh Government. RJH asked NW to compile a suitable reply to Mr Hawyres.

NW to action.

7. Business matters

- **4034 - Review of insurance policy** - JS advised the policy is due for renewal on 31st March and, due to the recent increase in salaries, the policy will need to be amended accordingly. Adding cover for high value trophies was discussed and the trophies concerned appear to be mainly in the DTL discipline. RJH asked JS to make enquiries about adding general cover for trophies, but it may be necessary to have them valued and then specified on the policy.

JS to action.

- **4035 - Low membership numbers** - AJ advised he has been asked by a member if he could purchase a low membership number. Previously, it was agreed low numbers could be bought for £100 but after discussion it was agreed to introduce a new tiered pricing structure:-
 - Numbers 1 to 31 £250
 - Numbers 32 to 100 £150
 - Numbers 101 to 1000 £100
 - **4036 - Dual events of same discipline at selection shoots** - RJH reminded Discipline Reps there should not be any other events of the same discipline run alongside WCTSA selection events by grounds. This mainly affects the disciplines with smaller entry numbers. ED advised he understands why grounds do it as they are trying to maximise entries to justify the running of the event. Whilst the Board recognises the need for grounds to maximise their events as they are running a business, RJH also commented it is somewhat detrimental to the Association as levies are then not paid for any non-Welsh entries. RJH reminded everyone levies are what fund our international teams. It was noted this stipulation is not currently part of the existing rules even though it has been the case for several years, but it will be added going forward.
 - **4037 - Skeet ranges / new grounds to disciplines** - RJH advised he has received calls about the number of skeet ranges required for selection events and a rule about new grounds holding a registered event before being awarded selection events. The stipulation of having a minimum of 2 skeet ranges is mainly to ensure smooth running of the events and, the ground in question is apparently installing a 2nd range. With neither Skeet rep present, RJH proposed it be left to them to oversee the situation. Regarding the holding of registered events, RH commented from a Sporting & FITASC point of view, this rule hasn't been upheld as at least 4 grounds have held selection events before holding a registered over the last 5 years. These events have all been successful so feels the rule is not required. Given the loss of some grounds over recent years it is good to see new grounds coming forward and RH commented his view is we should support and encourage them in running events for the Association. It was agreed that provided new grounds liaise with the Discipline Reps regarding the standard expected then this shouldn't be a requirement for hosting a selection event. If anyone felt this should be a rule, RJH asked they bring it before the Board for approval and inclusion in the rules.
 - **4038 - ABT Team Manager vacancy** - ED advised the team needs a manager as Angie Oliver had only agreed to step in for last year, but he may know someone who would be willing to take on the role. RJH suggested he speak to the individual in question and asked NW to put together an official advert.
- NW to action.**
- **4039 - Team Managers for 2022** - RJH asked all Discipline Reps to please confirm who their Team Managers will be for 2022 so NW knows who to liaise with regarding team entries and who to keep informed with any details regarding the HCIT's.

- Sporting & FITASC - Nicola Walker
- Down the Line - Will Palmer
- Olympic Skeet - Simon Vogel
- Olympic Trap - TBC
- National Skeet - TBC
- Automatic Ball Trap - TBC

RJH asked both OTR & NSK to inform NW as soon as they know. ABT will be confirmed once the vacancy has been advertised. RJH reminded everyone that Team Managers must be WCTSA members and preferably not a shooter in the team.

MB & RA/RT to action.

- **4040 - DTL British Open / European Championship entry fees** - Clarification regarding the entry fees was discussed so it is clear what the Association's contribution will be. Previously, it was agreed the WCTSA would pay for the birds only entry fee and individuals pay the difference if they wish to be entered for the prize money. This year WP advised there is no birds only entry fee so it will be £57 each regardless. It was agreed the Association will pay this as those in the HCIT team are expected to shoot the British Open as well given there are awards for high guns over 2 days. The European Championship also has team entry fees on top of the individual entry fees. This will be £180 should we field full teams in each category which WP advised they may struggle to do for the ladies & juniors. EJ proposed those who make the European team will forgo their HCIT team expenses if the WCTSA will pay their individual entry instead. He felt this will go a long way towards making shooters feel supported when representing their country. After some discussion and clarification this is only an additional £20 per person given the expenses are £100 and the entry fee is £120, RH seconded the proposal with all in favour. RJH asked it be noted that this is not a long standing agreement and it should be reviewed annually.
- **4041 - WCTSA presence at the 'Bowen Sporting Challenge'** - CB suggested having a WCTSA presence at the event would be a good PR opportunity. RH proposed the WCTSA run the pool shoot at the event for a small taking of the entries. He has spoken to Richard Jones @ Dovey Valley S.G. and suggested the entry fee be £10 with £2 from each entry going to the WCTSA. This has been agreed if the WCTSA run the pool shoot for the day. EJ volunteered to help, and ED advised he may also be available to assist. CB offered to put together a rota for the day and asked anyone else able to help to let him know. RJH asked thanks be noted to both CB & Richard @ Dovey Valley for all their hard work in organising the event which should be a great way to kick start the season.

CB to action.

- **4042 - County finals dates & venues** - NW asked if all the dates & venues for the finals have been confirmed so they can be advertised:-
 - Sporting – 17th April @ Dovey Valley Shooting Ground
 - Down the Line – 2nd October @ SW2000
 - Olympic Trap – 24/25th September – Griffin Lloyd Shooting Ground
 - Olympic Skeet – TBC @ Griffin Lloyd Shooting Ground
 - Automatic Ball Trap – TBC (Date to be changed due to clash with OTR)
 - National Skeet – TBC (RJH to chase RA & RT)
 - All Round – TBC (JW to speak to SW2000)

RJH asked those finals not yet confirmed to be sorted within the next week and NW informed so they can be advertised on the website and social media.

AJW, JH, RA/RT & JW to action.

- **4043 - County badges** - NW asked for permission to restock some of the County badges ready for this year's events. Numbers are low for a couple of Counties so NW advised she would like to order about 40. K.T. Classics have confirmed they will still be £10 each. All agreed for them to be ordered.

NW to action.
- **4044 - County rules** - RJH advised he needs to update the first draft of the new rules to include some amendments which were emailed to him. He also noted he needs to include a rule regarding the new caps. Once he has compiled the second draft it will be circulated for a final review and approval.

RJH to action.
- **4045 - Merchandise, medals & lanyards** - Promotional items and prices were circulated prior to the meeting and CB confirmed he has already ordered the pens, which will hopefully be available before the Bowen Sporting Challenge event. RJH suggested holding off on ordering further items just for the time being.

CB also advised he has received a 2nd sample of the medals and lanyards today. He proposed we opt for the slightly more expensive ones as they are more substantial and feel like medals whereas the cheaper ones are mainly plastic and look poor quality. Everyone agreed the metal medals should be purchased.

Prices for pop-ups had also been circulated prior to the meeting and it was agreed to purchase 2 as the current pop up isn't very good. NW suggested the design be in keeping with the design of the presentation walls to create a familiar branding.

NW advised we need to source an alternative cheaper mesh vest to the Castellani vests as not all can afford those. She advised she has now depleted the remainder of the old mesh vests that were in stock. CB advised Clayclo are very keen to work with an international team and could provide a good alternative. CB will liaise with them to see if they can produce a vest similar to the Castellani styling.

CB to action.
- **4028 - Sional clothing review** - RJH proposed this be moved to the next agenda for discussion.
- **4033 - Goodie bags for young members** - With GR not present at the meeting, RJH proposed this be moved to the next agenda for discussion.
- **4022 - Employment contract** - A draft version was circulated prior to the meeting for perusal. After discussion, several amendments were recommended, and JS advised she will amend and re-circulate. Clarification on National Insurance contributions is needed before the contract is finalised and issued for signing.

JS to action.
- **4029 - FITASC HCIT 2022** - NW confirmed tenders were received and reviewed from 2 grounds and the event awarded to Dovey Valley S.G. Both grounds have been officially informed and the invitational letter to all the other nations has been sent out. The banquet has been confirmed and booked at The Metropole Hotel, Llandrindod and rooms reserved for the teams. A meeting of the sub-committee will be arranged soon, and a contract drawn up.

NW to action.
- **3999 - I.T. sub-committee update** - No update at present.
- **4020 - PR & Marketing update** - RJH reported both he, GR & CB met last week to discuss some possible sponsorship leads for both the website and the FITASC HCIT. JS suggested maybe our insurance company might be interesting in sponsor the website. Ideas for goodies bags for the HCIT were discussed and JW offered to make some keepsake wooden cartridges for each competitor and RH suggested contacting Montgomery Springs to see if we could obtain some

free bottles of water. RJH also advised the announcement about the new County structure needs to be sent out as soon as the dates and venues are all confirmed, and the rules finalised. The next meeting will be held the week before the next Board meeting.

CB & GR action.

8. Treasurer's Report - See Appendix

- JS ran through the account balances and major movements since the last meeting.
- JS confirmed she has refunded member John Evans (WW902) for his overpayment.
- JS advised she has signed up those deemed as employees to the National Employment Savings Trust (NEST) workplace pension fund.

9. Executive Decisions

- None.

10. WTSF report

- Both RJH & AJW attended the AGM which was held on 31st January. RJH reported all Directors were re-elected en bloc and there was some discussion regarding changes to the UKAD antidoping regulations which must be complied with by the end of March. Further information can be found on the WTSF website.

11. BICTSF report

- RJH reported the Association are considering amalgamating all the accounts into one rather than having separate accounts for each discipline.
- FITASC are currently in the process of considering whether having 5 layouts of 20 targets is acceptable. A ground in the north of England has been running this format over the winter months and have asked it to be approved.
- The AGM is scheduled for Saturday 5th March via video conference.

12. ICTSC report

- RJH advised the next meeting has been moved to the 8th March at which he will propose the FITASC HCIT date be moved to August.
- He advised the ICTSA have recently appointed Matthew Sheedy as the new Chairman and Tony Maher will be stepping down as Chairman of the SCTA at their AGM later this month.
- ED commented the decision to have 4 HCIT's over in Ireland and Northern Ireland was not a good idea, especially having both the OTR & ABT in Ireland. RJH advised he voiced his concern at the time but was overruled. The new hosting rota for 2023 onwards will ensure the events are distributed more fairly.

13. ICTSF report

- RJH confirmed Lithuania have now joined the federation.
- The accounts for 2021/22 have been signed off as correct via an email vote.

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

- RJH noted the rules are currently undergoing a rewrite and will hopefully be completed soon.

15. Any other business

- RH asked thanks be noted to Huw Stephens from Barbury Shooting School for the kind sponsorship of the Sporting team. Huw has offered £100 to the top 5 individuals who qualify for the team if they then go to the Home International in Jersey. The idea being to encourage shooters to attend.

- AJW asked if there was any sign of the OSK HCIT invite from the ICTSA. NW advised she hasn't received any of the invites for the events being held in Ireland yet.
- ED asked it be noted he feels the changes to the County Finals structure is a good move forward.
- JW advised of the sad passing of former WCTSA member Nat Eynon. Nat was very well known on the shooting circuit and was a regular at SW2000. He will be greatly missed by those who knew him, and his funeral is tomorrow. JW advised she will be attending as will MB & JH.
- WP advised he has been contacted by John Ellis-Pritchard (WW2741) who won the DTL County HG trophy. Mr Pritchard has offered to have the trophy re-coated at his own expense as it has become very tarnished over time. RJH asked WP to accept Mr Pritchard's very kind offer and NW to send him a thank you letter.

WP & NW to action.

- ED asked a thank you letter be sent to Castell Howell Foods Ltd for the donation of the Welsh Overall HG trophy at the ABT Home International.
- JS requested permission to purchase some paper and ink for her printer.
- AJ asked why we are holding DTL selection events in England. RJH advised this has already been addressed by the DTL reps but if anyone has real concerns, they can write to the Board for a formal discussion to take place.
- RJH advised he will be chasing the head shots for the website shortly.
- RJH asked NW if she can produce a certificate which can be awarded to grounds that host the Home International's. NW advised she has already spoken with JW about producing something and JW advised you can buy pre-designed paper specifically for certificates which can then be printed on using a normal printer. The paper can be bought off Amazon for around £6-£8 depending on how many sheets are required. NW to look at what is available.

NW to action.

16. Date & venue of next meeting

- 23rd March 2022 - Video / Telephone Conference @ 7:00pm

With no further business the chairman declared the meeting closed at 10:02pm.

Minutes agreed and signed by:-

Signed:-



R. J. Harrison
WCTSA Chairman

Date:- 23/03/2022

APENDICES TO THE MINUTES

8. Treasurer's Report

WCTSA Ltd as of 16th February 2022

Bank Accounts:-

<u>Account Name</u>	<u>Account No.</u>	<u>As at 15/02/2022</u>	<u>As at 12/01/2022</u>
❖ Current Account	30924024	43,488	40,729
❖ Base Rate Reward	53163849	18,160	22,615
❖ Saver	33558894	80	80
❖ Paypal	N/A	243	117
❖ Close Brothers Savings		62,651	62,651
Total		£124,622	£126,192

Major movements since last meeting (PAID)

	£
❖ Wages/PAYE 1 month	1,500
❖ Barclaycard	1,336
❖ John Evans membership refund	330
❖ Sporting Hotel in Dundee	4,455
❖ Stationery / postage	36
❖ Gloversure - Spam / email / autoresponder	98

Major movements since last meeting (RECEIVED)

	£
❖ Allan's banking re: members	1,335
❖ Paypal Transfers	3,900
❖ Standing Orders	400

Due to pay:-

	£
❖ Ferndale Shooting Club overpayment	20
❖ Gloversure - Wordpress / SSL / ninja forms	347
❖ Endsleigh Insurance renewal due 31/03/22	3,000 (approx.)