



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

## WCTSA BOARD of MANAGEMENT MINUTES

Date: Wednesday 6<sup>th</sup> July 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>Stats Officer:</i>	<i>Rebecca Adlam</i>	<i>Olympic Trap:</i>	<i>Mike Bennett</i>
<i>Secretary:</i>	<i>Nicola Walker</i>	<i>Olympic Trap:</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>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>Vacant</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.

#### 2. Apologies for absence

- Emyr Davies, Elis Jones & 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 8<sup>th</sup> June 2022

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

#### 5. Matters arising from the minutes.

- **15c.** - CB advised he has set up an account with iZettle but requires all the Directors details to complete this. The cost of using the system is 1.7% of each transaction. All were in favour of proceeding so the Association has a card payment facility available to use.
- **4054** - CB has received a response from Clayclo confirming the details of previous conversations on costings and minimum order numbers. CB suggested having some samples made up of each size before placing a full order. The minimum order for topping up stock levels will be 40, which is slightly concerning. The Board felt this was quite large given the fact this vest will also be stocked alongside the Castellani vests. CB advised smaller orders would incur larger costs per item. After discussion it was agreed an order at this time would be too late for the 2022 International season and it would be better to place an order over the winter. CB to advise Clayclo of the decision.  
**CB to action.**
- **10c.** - RJH advised he has not received any acknowledgement of his email and asked AJW to

chase a response at the next WTSF meeting.

**AJW to action.**

- **4055** - Mr Lewis has been advised of his appointment to the role of ABT Team Manager.
- **4056** - Done.
- **4029** - NW advised the meeting with Dovey Valley S.G. re: the FITASC HCIT was postponed and is now due to be held on Wednesday 27<sup>th</sup> July instead.
- **8.** - JS advised those deemed to be 'Office Holders' need to sign a declaration confirming they will advise HMRC of their remuneration payments.

**JS to action.**

## 6. Correspondence

- **Emails re: scores at Sporting selection event held at Ferndale S.C.** - Following this event, 2 emails were received regarding a decision which was made on the day concerning the scores. RJH explained the situation which led to the decision being taken, but since then several other issues had come to light which meant the decision was rescinded and the original scores reinstated. This meant the emails in question were no longer applicable and RJH had already responded to the individuals concerned. He did however note that shooters need to respect the fact that Discipline Reps are also at the selection events to shoot and compete for team places as well. Following a lengthy discussion on ways to prevent a similar situation occurring in future, RLA suggested maybe a target vetting team needs to be established just to ensure targets are both safe & fair for all. It is a shame this particular event is seen as a bad reflection of the WCTSA rather than the host ground. RJH noted that members need to appreciate the WCTSA only award the events, we do not run them. RJH also highlighted the importance of having a jury at all selection events and the official complaints process. It was noted this seems to be a forgotten aspect at most events. All were in favour of supporting the implementation of a vetting team for the Sporting & FITASC disciplines to prevent future problems.
- **Email of complaint re: bullying** - RJH advised he has received an official complaint from a member which claims another member has been bullying & intimidating them at selection events. RJH confirmed he has spoken to the complainant to get a first-hand account of the situation and appraised the Board of the conversation. After some discussion, it was agreed the matter needs to be taken seriously and handled carefully and sensitively. Before taking any formal action it was agreed to seek legal advice, especially given the potential seriousness of the matter, and to ensure our policies are fit for purpose and adhered to. AJW suggested contacting solicitor, Jonathan Hine, again as he had been very helpful with previous legal matters and is somewhat familiar with the Association. All agreed this was the best starting point before taking any further action. RJH advised he will update the complainant on the outcome of the discussion and keep them informed going forward.

**AJW & RJH to action.**

## 7. Business matters

- **4058 - Inclusion of Para Olympic Trap category at Home International** - With ED not present in the meeting it was agreed to move the item to the next agenda for discussion.
- **4059 - Rules for non-official team clothing re: colour / sponsorship** - Following a query raised by a member, RJH suggested this needs to be clarified with the ICTSC. BD advised this has been discussed many years ago but is unsure if it is a documented rule. RJH proposed to raise it at the next ICTSC meeting to establish whether it is a rule or not and, if so, maybe it needs to be reviewed. Once this has been clarified, RJH suggested we may also need to review our own clothing rules and update them accordingly.

**RJH to action.**

- **4029 - FITASC HCIT 2022** - Preparations are ongoing so nothing to report at present.
- **3999 - I.T. sub-committee update** - Nothing to report at present.
- **4020 - PR & Marketing update** - It was noted the recent weekly news updates have been very good with several excellent achievements by Welsh members both at home and abroad. CB advised he is currently concentrating on the sponsorship for the FITASC HCIT and has a number of things in the pipeline. A quote for the programme printing has been received and there is a possible sponsor lined up to cover the costs. RJH advised he too has approached several companies seeking support for the event and is hopeful of some positive outcomes. He asked if anyone has any suggestions of possible sponsorship opportunities to let either he or CB know. CB advised he will also be starting to promote the sponsorship packages on social media over the coming months.

## **8. Treasurer's Report - See Appendix**

- JS ran through the account balances and major movements since the last meeting.
- JS advised Kirsten Vogel (WW2811) has requested a refund for her firearms permit to Ireland. After discussion, it was agreed this cannot be funded as Kirsten did not complete the team selection process. It was noted anyone applying early for their permit was doing so at their own cost until they have been selected, at which point they will then be refunded.
- JS noted the banquet ticket price for the Sporting HCIT is £47 and asked if this was correct. RJH to query this with the ICTSC as the set amount for all banquet tickets is supposed to be £42.
- JS confirmed MB is now registered as a Director with Companies House.
- JS asked if the Freepost subscription needs to be renewed. After discussion it was agreed this facility is no longer required as it is not being utilised.

## **9. Executive Decisions**

- None.

## **10. WTSF report**

- Nothing to report. Next meeting is scheduled for 5<sup>th</sup> September.

## **11. BICTSF report**

- RJH advised the last meeting was held yesterday (5<sup>th</sup> July). He noted that since the appointment of a new Treasurer earlier in the year, the Board has not had a set of accounts for the past 4 months which is not acceptable. The fiscal management needs to be controlled as expenditure is exceeding the income at present. The distribution of financial support to teams across the disciplines also needs to be made fairer as some receive considerably more than others. Next meeting is scheduled for 16<sup>th</sup> August.

## **12. ICTSC report**

- The next official meeting is scheduled for the 14<sup>th</sup> July but RJH advised an emergency meeting was called last Friday (1<sup>st</sup> July) to discuss an issue. 2 shooters from Northern Ireland have been selected to represent Ireland at the DTL HCIT but have not completed the necessary transfer requests at the start of the year.
- RJH advised version 4 of the HCIT hosting rota has now been made official. CB to advertise this once received from the ICTSC.

## **13. ICTSF report**

- RJH advised an email has been received regarding a DTL World placings query. RJH to forward

to WP & EJ for consultation.

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

- Team clothing rules to be updated in due course.

#### **15. Any other business**

- RA asked if it would be possible to arrange some Skeet refereeing courses as he has 9 or 10 individuals who would be interested in doing it. It was noted previous courses were run at Mid Wales S.C. with participants receiving a WCTSA certificate of attendance. NW commented that having done that particular course and having also done the CPSA Sporting/Sportrap referee's course, she would strongly recommend the CPSA courses. They are well structured with qualified trainers which also have an assessment at the end. These are more formally recognised qualifications. RJH advised he will contact the CPSA to enquire into the possibility of offering some of their courses in Wales.

**RJH to action.**

- WP raised a query regarding the ICTSC team eligibility criteria. He noted there is another criteria which we, as an Association, do not include on our membership forms. RJH proposed this be added to the next agenda for further discussion once clarification on the ICTSC ruling has been sought.

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

- 15<sup>th</sup> August 2022 - Video / Telephone Conference @ 7:00pm

With no further business the chairman declared the meeting closed at 9:32pm.

Minutes agreed and signed by:-

Signed:-



R. J. Harrison  
WCTSA Chairman

Date:- 15/08/2022

## APENDICES TO THE MINUTES

### 8. Treasurer's Report

#### WCTSA Ltd as of 6<sup>th</sup> July 2022

##### Bank Accounts:-

<u>Account Name</u>	<u>Account No.</u>	<u>As at 06/07/2022</u>	<u>As at 08/06/2022</u>
❖ Current Account	30924024	33,124	36,921
❖ Base Rate Reward	53163849	18,161	18,160
❖ Saver	33558894	80	80
❖ Paypal	N/A	53	97
❖ Close Brothers Savings		62,651	62,651
<b>Total</b>		<b>£114,069</b>	<b>£117,909</b>

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

	<b>£</b>
❖ Wages – Secretary & Treasurer	1,143
❖ PAYE & Pension	374
❖ A. Jones – Membership Secretary	325
❖ R. Adlam – Statistics Officer	413
❖ C. Bowen – Web Manager	625
❖ Barclaycard	193
❖ CPSA re: Medals	2,800

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

	<b>£</b>
❖ Memberships	480
❖ Paypal Transfers	1,150
❖ Levies	496
❖ Clothing	149

#### *Due to Pay*

❖ Royal Mail re: Freepost	316
❖ Gloversure	29
❖ ICTSA – Olympic Trap HCIT	1,910
❖ ICTSA – Olympic Skeet HCIT	958