



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

WCTSA BOARD of MANAGEMENT MINUTES

Date: Thursday 18th May 2023
Venue: Video / Telephone Conference @ 7:00pm

PRESENT

<i>President:</i>	<i>Brian Davies</i>	<i>FITASC:</i>	<i>Stuart Hart</i>
<i>Chairman:</i>	<i>Robert Harrison</i>	<i>FITASC</i>	<i>Cat Hart</i>
<i>Stats Officer:</i>	<i>Rebecca Adlam</i>	<i>National Skeet:</i>	
<i>Secretary:</i>	<i>Nicola Walker</i>	<i>National Skeet:</i>	<i>Gareth Irving</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>Dave Jones</i>
<i>Website Manager</i>	<i>Clive Bowen</i>	<i>Olympic Trap:</i>	
<i>ABT:</i>	<i>Vacant</i>	<i>Olympic Trap:</i>	<i>Vacant</i>
<i>ABT:</i>	<i>Vacant</i>	<i>Sporting:</i>	
<i>DTL:</i>	<i>Will Palmer</i>	<i>Sporting:</i>	<i>Vacant</i>
<i>DTL:</i>			

1. Apologies for absence

- Mike Bennett & Rob Trow.

2. 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.

3. Minutes of the last meeting held on 29th March 2023

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

4. Matters arising from the minutes.

- **5a.** - GI advised RT is liaising with members regarding a date & venue so he will follow this up with RT. RJH reminded GI the venue can be anywhere in Wales provided there are Skeet facilities available.
RT & GI to action.
- **6d.** - Done. A thank you has been received from a very grateful Ian MacFarlene.
- **4083** - As JK wasn't present in the meeting it was agreed to follow this up at the next meeting.
JK to action.
- **4089** - NW confirmed a letter was sent to Gavin Harvey but no response received so far.
- **6b. from 15/02/23** - RJH confirmed the issue has since been addressed and all parties advised the matter is now closed.
- **4090** - NW advised there has been no progress with the ABT or Olympic Trap County final dates & venues but all the other finals have been published on the website & social media. CB advised he will look into arranging the ABT final.
CB to action.

- **4092** - NW confirmed she has made contact with Andy @ Viking Arms and subsequently sent in an order for 30 vests. Castellani have however come back to advise they have stopped production of the 'London' style vest and replaced it with the 'Rio' style instead. These are slightly more expensive at £150, but still £70 less than retail price. NW advised she has already confirmed the order for the 'Rio' vests as we have no alternative option. Hopefully they will be with us early / mid-July all being well.
- **4093** - Since the last meeting, RJH advised both ED & PR had resigned from the Board. NW advised all vacancies have been advertised, but no applications received. CB offered to take on the role of ABT Team Manager in the absence of any reps. NW raised the question as to how we organise the ABT HCIT next year without any ABT reps in place. CB offered to assess the mood amongst the ABT shooters over the coming weeks, as he intends to contact them all to see who is available for the HCIT. He will report back at the next meeting. RLA suggested maybe incentivising the Discipline Rep role to encourage members to put themselves forward. She proposed maybe offering them free membership. RJH agreed this was a good suggestion as we need to try something different. He also noted the sport in general is facing tough times ahead from multiple angles and social media seems to be making matters worse. This does not encourage members to step up and get involved. GI suggested the possibility of doing away with the Discipline Rep role and to just have one general organising committee who organise all the selection events. NW commented we still need some sort of direct link to the shooters in each discipline, so their views and ideas are fed back and taken on board.

CB to action.

- **4094** - Done. CB was also proposed by AJW for ABT Team Manager & seconded by GI with all in favour. SH advised he will confirm the Team Manager for the FITASC in due course and NW will chase JK about the Sporting Manager.

SH & JK to action.

- **4095** - NW advised she is in the process of liaising with Pete @ the CPSA about setting up the non-CPSA registered grounds on the Shoot system. It is work in progress but may need to be put on temporary hold as we are about to enter International season over the coming months.
- **8.** - RJH advised all Directors have confirmed they are happy to amend the Articles to include the Limited by Guarantee at the next AGM in October.
- **11.** - RJH advised discussions are still ongoing regarding the introduction of the BICTSF membership & he will feedback our views at their meeting next week.

5. Correspondence

- None.

6. Business matters

- **4096 - Shooting ground insurance** - RJH advised both Dovey Valley S.G & Gloucester S.G have not forwarded evidence of their PL & EL insurance cover. RJH will chase Dovey Valley & asked GI & RT to chase Gloucester before the next selection events take place. He also asked AJ to raise any similar matters at the earliest opportunity, so Reps can be asked to assist where appropriate, and NW to add a clause on the affiliation form advising selection events will not be awarded if all documentation is not received.

RJH, GI or RT to action.

- **4097 - Shooting ground inspections** - NW advised a situation has recently arisen whereby Griffin Lloyd S.G. was unable to register the scores from the Olympic Skeet County final as they have never been inspected for that discipline. Jackie Lewis has emailed NW to ask her to forward the relevant documentation to the CPSA so it can be registered, but there is no

existing documentation on record. Having made enquiries, NW advised the OSK range was installed in collaboration with SportWales & the WTSF, but they do not have any records of the facilities being officially inspected either. Having spoken to Pete @ CPSA he advised they would be happy to conduct an inspection, but it would cost the ground around £170 + travel expenses. NW noted that registering the scores isn't an issue as she can do them via our Shoot system. The question is do Griffin Lloyd want to be inspected and certified with the CPSA for Olympic Skeet. AJW advised he will relay the information to Jackie @ Griffin Lloyd. This then led to a discussion about inspections of grounds in Wales. BD advised Discipline Reps used to conduct them when new grounds expressed an interest in joining the WCTSA to hold registered events. RJH commented this has in essence still been happening but not in an official documented capacity. WP advised there is potentially a new DTL ground in Newport, run by Phil Morgan, who may be considering joining next year to host DTL selection events. RJH suggested Reps continue conducting the inspection but we need to formalise the process and have an official check list in place. He proposed we hold a separate meeting to discuss the check list criteria. WP advised he would be happy to help & NW said she would contact the CPSA to see if we can obtain a copy of their inspection criteria.

AJW & NW to action.

- **4098 - Membership data cleanse** - RLA advised she has spoken to Mark @ CPSA about their membership data. They keep lapsed membership records for 10 years and individuals can have more than one membership number allocated to them over time, but they can merge the data into one record. They are happy to handle our membership records on their system as we see fit. AJW will ask the WTSF what their view or policy is with regards to keeping records in line with GDPR. We also need to look at ensuring our data management is secure and possibly keep our database on OneDrive or in a Dropbox as opposed to being on personal laptops. These issues would all be addressed by the Sport80 software, but unfortunately we are no nearer to having this so we'll need to make alternative arrangements in the meantime.

AJW to action.

- **4099 - GWCT Welsh Game Fair (9th & 10th Sept)** - RJH advised he went to the event last year and it was very good, so he has made enquiries into the cost of having a trade stand at this year's event. £462 is the cost of the space only. We'd also have to look at getting a gazebo, tables etc. All agreed this is a little too expensive, so CB suggested looking at sharing a stand with someone else. RJH proposed we look into this for 2024 unless anyone has any contacts we could approach for this year.
- **5000 - 2024 HCIT's** - NW has emailed all grounds who are holding ABT & National Skeet qualifiers this year to ask if they wish to be considered for hosting the HCIT's in 2024. Fauxdegl S.G. responded to both invites & Crynant S.G. responded to the National Skeet invite. GI advised Crynant does not have the required minimum number of layouts. NW suggested she contact Chris @ Crynant just to check he doesn't have plans to install more layouts in the next 12 months. Fauxdegl is the only option for the ABT HCIT although CB advised Griffin Lloyd will be willing & able to host ABT selection events next year.

NW to action.

- **4079 - OSK HCIT 2023** - Nothing to report but AJW & DJ to liaise with Mike @ Fauxdegl S.G. about holding a pre-event meeting. AJW noted 2 OSK shooters have informed him they are unable to attend the team selection event in 2 weeks as they will be shooting a GB selection shoot on the same day. AJW asked if it would be possible to count their scores from the GB event towards their team selection. RJH advised this is not acceptable as any request of this nature must be submitted to the Board for consideration at the earliest convenience, ideally before the selection process commences. Also, such requests have only previously been

approved for members who have been unable to attend our selection events due to them representing either Wales or GB elsewhere. We cannot change the selection process part way through, and shooters need to complete the required number of events.

AJW & DJ to action.

- **3999 - I.T. sub-committee update** - Nothing to report.
- **4020 - PR & Marketing update** - Nothing to report.

7. Treasurer's Report - See Appendix

- JS ran through the account balances and major movements since the last meeting & confirmed the insurance premium has been paid. She has however queried the wording of the policy with our Broker as it did not stipulate rifle shooting. She is awaiting the revised documentation before uploading it onto the website.
- JS advised member Mike Hayward (WW235) has requested a refund. He has inadvertently overpaid his membership via standing order for the past 5 years since he qualified for the senior citizen rate. After discussion it was agreed to refund him 2 years as he should have amended his standing order accordingly. RJH asked AJ to send reminders to any members who are due to change membership category and pay by standing order.

JS to action.

- JS to circulate debtors list for Discipline Reps to chase.

JS to action.

8. Membership update

- AJ advised the membership total is currently at 640.
- AJ also advised he has received an email from Janine Travers (WW3042) who has recently joined the Association. She has asked if her husband would qualify to shoot for Wales under the married to a national eligibility criterion. AJ pointed out they do not currently reside in Wales, but she is eligible to shoot due to her father being Welsh. NW advised her initial thought is he is not eligible, but it is very much a grey area and has therefore contacted Clare @ the CPSA for clarification. Clare has since replied and advised she will need to take it to the ICTSC for a definitive answer.
- RLA advised the membership database is currently full of old records and data fields which are not used, so it could do with a data cleanse and possibly moved to a spreadsheet format instead of the Access database. RJH suggested holding a sub-committee meeting to discuss this in more detail and suggested it consist of AJ, RLA, NW & RJH.

9. Executive Decisions

- None.

10. WTSF report

- AJW advised he reported several individual member successes to the WTSF Board to highlight the excellent hard work & commitment some members are making.
- AJW confirmed there will be no Olympic Skeet at the next Commonwealth Games.
- The WTSF / SportWales funded traps installed at SW2000 are being moved to Crynant S.G. and several privately owned traps that were also installed at the ground have now been sold.
- The next meeting is scheduled for the 24th July.
- RJH also advised he has recently had a conversation with Mike Wixey:-
 - He advised grants are available to purchase equipment for any ground or club looking

to expand. He also confirmed John Dallimore is liaising with Chris Hughes at Crynant S.G. regarding the development of the facilities there. Mike also confirmed they had no prior knowledge of the issues or closure of SW2000 until the decision was final.

- A discussion was also had regarding policies & Mike advised SportWales will be pushing for all Associations to have them in place soon. The WTSF are however happy for us to utilise their policies as we see fit.
- He also advised the Sport80 project is still ongoing but 2 of the other Welsh Shooting Associations have opted not to proceed as they are unlikely to fully utilise the system.
- A discussion regarding the ongoing lead ban debate was had & Mike advised the WTSF currently have no firm view on the matter.

11. BICTSF report

- RJH advised the CPSA are currently updating the Shoot software to accommodate the FITASC categories.
- The next meeting is scheduled for the 23rd May.

12. ICTSC report

- Nothing to report. The next meeting is scheduled for the 20th July.

13. ICTSF report

- Nothing to report.

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

- None.

15. Any other business

- AJ advised he has collected several County All-Round trophies which were left at SW2000.
- JS asked if we still require insurance cover for trophies of a high value. WP advised he will see if he can get the DTL trophy valued. NW noted the trophy will probably need to be kept in our possession for it to be covered on our policy. If the winner takes it home, then it should be covered on their household insurance.
- CH requested instructions on how to set up the FITASC Rep. email account. CB to send details.
- CH asked if we can still send individuals to the HCIT's if we cannot field a full team in that category i.e. juniors / ladies. RJH confirmed we do and have done so in the past.
- RLA suggested we look to promote / advertise the insurance cover we offer members. With the inclusion of rifle shooting and the cover for game shooting it may attract more new members.
- CH offered to contact The Country Girls UK to see if we could team up with them & share their stand at the Game Fair.
- SH asked at what cost could we obtain some medals for the Welsh Opens. RJH advised when the Board previously investigated this it was around £5000 for a minimum quantity order. They would have lasted the Association for many years but at the time the funds were not available. SH advised he will look into some other options.

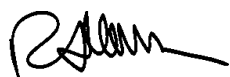
16. Date & venue of next meetings

- 28th June 2023 - Video / Telephone Conference @ 7:00pm

With no further business the chairman declared the meeting closed at 9:43pm.

Minutes agreed and signed by:-

Signed:-



R. J. Harrison
WCTSA Chairman

Date:- 28/06/2023

APENDICES TO THE MINUTES

8. Treasurer's Report

WCTSA Ltd as of 18th May 2023

Bank Accounts:-

<u>Account Name</u>	<u>Account No.</u>	<u>As at 18/05/2023</u>	<u>As at 28/03/2023</u>
❖ Current Account	30924024	16,874	23,898
❖ Base Rate Reward	53163849	8,188	8,188
❖ Saver	33558894	80	80
❖ Paypal	N/A	50	6
❖ Close Brothers Savings		73,537	73,537
Total		£98,729	£105,709

Major movements since last meeting (PAID)

	£
❖ Wages – Secretary & Treasurer	1,173
❖ PAYE & Pension	344
❖ Stationery	13
❖ Jacklyn Dawson (Solicitor)	1,440
❖ Data protection (ICO)	35
❖ Insurance renewal	9,587
❖ ICTSC membership for 2023	1,000
❖ ICTSF membership for 2023	100
❖ BICTSF membership for 2023 (644 x 50p)	322
❖ Officer payment – A. Jones	325
❖ Officer payment – R. Adlam	413
❖ Officer payment – C. Bowen	625
❖ Sional (450 badges)	438
❖ Accounting Software (7 months @ £30)	210

Major movements since last meeting (RECEIVED)

	£
❖ Memberships	1,670
❖ Paypal Transfers	3,550
❖ Sional Commission	480
❖ WTSF Grant	2,000
❖ Crynant S.G. levies	90
❖ Fauxdegla S.G. levies	838
❖ Hart Events levies	500
❖ Clothing	139

Due to Pay

❖ Accountancy YE 22/23	1,150
❖ M. Hayward (WW235) membership refund	45

Due to Receive

❖ SW2000 levies	1,150
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