



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

WCTSA BOARD of MANAGEMENT MINUTES

Date: Wednesday 28th June 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>Rob Trow</i>
<i>Secretary:</i>	<i>Nicola Walker</i>	<i>National Skeet:</i>	<i>Gareth Irving</i>
<i>Treasurer:</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>Vacant</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>Joshua Keeble</i>
<i>DTL:</i>	<i>Will Palmer</i>	<i>Sporting:</i>	<i>Vacant</i>
<i>DTL:</i>			

1. Apologies for absence

- Jackie Spencer, Mike Bennett & Elis Jones.

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 18th May 2023

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

4. Matters arising from the minutes.

- **5a.** - GI has contacted the CPSA to confirm the costing & RT is continuing to liaise with members regarding a date & venue.
RT & GI to action.
- **4083** - Still ongoing. JK to finalise the details with the Army.
JK to action.
- **4090** - On agenda for discussion.
- **4093** - Done.
- **4094** - SH & CH advised they will manage the FITASC Team Manager role between them. JK advised he is still looking for a Sporting Team Manager. RJH noted that ideally it is better if it is not a team member.
- **4096** - Done.
- **4097** - AJW confirmed he has advised Jackie @ Griffin Lloyd who is happy to forward any OSK scores to NW for inputting into the Shoot system. NW advised there is no ground inspection criteria listed on the CPSA website, but she will speak to Clare @ CPSA next week whilst she is

at the Sporting World Championship to see if there is anything we could have a copy of to help generate our own criteria and check list. RJH advised he will also consult Mike Wixey @ WTSF.

NW & RJH to action.

- **4098** - AJW advised there hasn't been a WTSF meeting since our last meeting, but RJH advised he will ask Mike Wixey about the matter when he has a catch up regarding the Sport80 project.

RJH to action.

- **5000** - NW advised she contacted Chris @ Crynant S.G. regarding the number of layouts he will have available to host the HCIT and he has confirmed he will only have 2. He is therefore aware he would be unable to host the event. At present, the only other expression of interest is from Fauxdegla S.G. who have applied to host both the NSK & ABT HCIT's. Going forward, it may be necessary to look further afield, even into England, for host venues as the number of grounds able to host HCIT's is getting less and less. RJH also advised the ABT HCIT will only be hosted by the Association if there is representation on the Board from the Discipline. The Board vacancies need to be advertised again.

RJH to action.

- **4079** - DJ advised Mike @ Fauxdegla S.G. is happy about hosting the event but informed the Board there has been an issue with black clays being used at the selection shoots. Mike has confirmed he will use orange clays for the HCIT but has since opted not to host the Grand Prix event. DJ advised this has been rescheduled at Griffin Lloyd. GI commented the NSK selection shoots at Fauxdegla have also been black clays, which deters many shooters from entering. RJH suggested the stipulation that orange clays must be used for trap events be added to the application form which is sent out to grounds.
- **7.** - NW confirmed JS has arranged a refund to Mike Hayward (WW235) & NW has done some work on the clothing debtors list so there are only a couple remaining.

5. Correspondence

- None.

6. Business matters

- **5001 - Resignations & board structure** - RJH advised GI has expressed his wish to step down as NSK Rep. after the conclusion of the HCIT in September due to family health issues. RJH also confirmed CB resigned from his role on the 19th June as PR & Marketing Manager with immediate effect. Unfortunately, he would not continue in the role until a replacement could be found. Following his resignation, a few concerns had been brought to light with regards to access to the WCTSA email accounts, which contravened GDPR law. RJH has since contacted Groversure for help in changing all passwords and requested any emails sent to the Web Manager address be forwarded to the Chairman account. RLA advised she would be willing to help put news items on the Facebook & Instagram pages as she already has access to these. She suggested the Board consider outsourcing the work to someone who has an understanding of shooting but isn't necessarily a WCTSA member. This approach will require input on a regular basis from all the Reps. and a fixture list of all the selection shoots and majors to use as guidance. This led to a discussion regarding the Board structure. With a lack of members willing to take on roles and recruitment becoming very difficult, RJH suggested perhaps this needs reviewing as it may no longer be fit for purpose. As mentioned earlier, no ABT representation will make organising the HCIT next year difficult. RJH suggested having one more push to see if we can recruit new Board personnel.

RJH to action.

- **5002 - Disciplinary & Grievance policy** - RJH advised this is still ongoing and asked those who haven't yet read the proposed draft to do so for ratification at the next meeting.

- **5003 - DTL funding & entry fee payments** - RJH advised the funding of the DTL team has become very complicated given the HCIT, British Open & European are all held at the same time. Next year will be even more complicated with the addition of the World Championship, making it 8 days of competition. The expenses for the DTL team are significantly high, especially when events are held in Ireland and there is the added cost of permits. Given financial constraints this is not sustainable. RJH proposed the Board needs clearer guidance going forward on the funding available for the coming year so costs and expenditure can be better planned. RJH advised he has asked JS to produce a financial management report to aid this planning. He also proposed a process be introduced whereby Reps apply for funds for the coming year to help support any projects they wish, such as funding non-International team events or purchasing medals / trophies for their discipline. GI seconded the proposal with all in favour.
- **5004 - Wales vs Army OSK event** - DJ advised he has been liaising with the Army & the event is scheduled for the 17th September @ Gloucester S.G. NW to send official invite letter to the Army.
NW to action.
- **5005 - NSK Welsh Veteran HG trophy repair** - RT advised the trophy is in need of having a handle repaired and asked if the Association would cover the cost. The current holder of the trophy has had a quote for the repairs for £75, and he is happy to contribute towards the cost. The Board agreed to pay £50 of the cost.
RT to action.
- **4079 - OSK HCIT 2023** - AJW asked if it was acceptable for Nigel Hawyes to also shoot the HCIT as well as manage the team as he has qualified. All agreed this would be acceptable. AJW also advised Lee Bowditch has had to pull out of being the event photographer due to family health issues. Both Katie Cowell & Louisa Mayers are both busy, so we are in need of an alternative. RJH also advised he has sourced some free bottles of water from Montgomery Water but we are in need of some other sponsors to help with costs. He suggested the sub-committee meet in a couple of weeks to finalise all the arrangements.
RJH, NW, 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

- In JS's absence, RJH ran through the account balances and major movements since the last meeting.

8. Membership update

- AJ advised the membership total is currently at 642 which by category is as follows:-
Colts - 28 / Lady Colts - 4 / Juniors - 21 / Lady Juniors - 3 / Ladies - 12 / Veterans - 177 / Lady Veterans - 12 / Super Veterans - 173 / Lady Super Veterans - 15 / Seniors - 197
- Price for low membership numbers – AJ advised he has recently been asked by a couple of members about purchasing specific membership numbers, but once he advised them of the cost, they felt it was too high. He questioned should we lower the cost. RJH proposed we leave the prices as agreed until we sort the membership database and then we can review them.
- AJ advised he recently had an email from Anthony George who has been a member of the Association previously but hasn't renewed in recent years. He appears to be under the impression that he would automatically get a new membership number if he hasn't been a member for 2 years. AJ has explained that he can either have his old number or the next

available new number to which Mr George has advised he would like a certain number. AJ has advised certain numbers will incur an additional cost and, whatever the number is, it will still be linked to his old number and his CPSA membership number in the CPSA system. At this point Mr George has requested a refund of his membership fee. RJH noted Mr George seems to be somewhat misinformed on how our membership is processed and to just issue him a refund.

AJ to action.

9. Executive Decisions

- None.

10. WTSF report

- Nothing to report. Next meeting is scheduled for the 27th July.

11. BICTSF report

- RJH advised the last meeting was held on the 23rd May and the majority of the discussions were regarding banned shooters.

12. ICTSC report

- RJH advised all Associations have been reminded any shooters wishing to be released from their current chosen nation have to be approved by the ICTSC before February of that year, plus have the 2 year cooling off period before being able to represent the new nation.
- 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

- RJH suggested the Association should have a schedule in place for all policies and procedures to be reviewed. He suggested this be added to the next agenda for discussion.
- NW noted that Iwan Mills was successful in gaining £400 from Sports Aid Wales after the Association supported his application for funds to help finance his trip to the DTL World Championships in South Africa.
- CH advised she has contacted The Country Girls UK but they are not attending the Welsh Game Fair as they too feel it is too expensive.
- RLA proposed we change the way we make team announcements from on the day to take the pressure off Reps and allow time for scores to be double checked. She suggested teams are announced on the website and social media once they are verified to generate a buzz and draw engagement of members.

16. Date & venue of next meetings

- 17th August 2023 - Video / Telephone Conference @ 7:00pm

With no further business the chairman declared the meeting closed at 9:17pm.

Minutes agreed and signed by:-

Signed:- 

R. J. Harrison
WCTSA Chairman

Date:- 17/08/2023

APENDICES TO THE MINUTES

8. Treasurer's Report

WCTSA Ltd as of 28th June 2023

Bank Accounts:-

<u>Account Name</u>	<u>Account No.</u>	As at 26/06/2023	As at 16/05/2023
❖ Current Account	30924024	17,452	16,874
❖ Base Rate Reward	53163849	8,205	8,188
❖ Saver	33558894	80	80
❖ Paypal	N/A	40	50
❖ Close Brothers Savings		73,537	73,537
Total		£99,314	£98,729

Major movements since last meeting (PAID)

	£
❖ Wages – Secretary & Treasurer (2 months)	2,346
❖ PAYE & Pension (2 months)	688
❖ Accounting Software (Sage)	30
❖ Barclaycard	282
❖ Officer payment – A. Jones	325
❖ Officer payment – R. Adlam	413
❖ Final Officer payment – C. Bowen	550

Major movements since last meeting (RECEIVED)

	£
❖ Memberships	565
❖ Paypal Transfers	1,250
❖ SW2000 levies	1,096
❖ Levies	1,375
❖ Clothing	789
❖ Bowen Challenge (Pool Shoot)	180

Due to Receive

❖ ISSF Badge – L. Morris (to be paid to AJW)	5
❖ ICTSF expenses claim – E. Jones	Awaiting invoices

Due to Pay

❖ Accountancy YE 22/23	1,150
❖ CPSA – World Sporting	2,583
❖ ICTSA – DTL HCIT entries & banquet tickets	2,511
❖ ICTSA – DTL European entries	2,478
❖ ICTSA – DTL British Open entries	2,025
❖ DTL – HCIT Team Expenses	2,364
❖ DTL – Garda permit refunds	1,026