



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

WCTSA BOARD of MANAGEMENT MINUTES

Date: Wednesday 26th September 2023
Venue: Video / Telephone Conference @ 7:00pm

PRESENT

President:	Brian Davies	FITASC:	
Chairman:	Robert Harrison	FITASC:	Vacant
Stats Officer:	Rebecca Adlam	National Skeet:	Rob Trow
Secretary:	Nicola Walker	National Skeet:	Vacant
Treasurer:	Jackie Spencer	Olympic Skeet:	Alf Weston
Membership Secretary:	Allan Jones	Olympic Skeet:	Dave Jones
Website Manager	Vacant	Olympic Trap:	Rhys Humphreys
ABT:	Richard Hillier	Olympic Trap:	Vacant
ABT:	Sarah Nichols-Weaver	Sporting:	
DTL:		Sporting:	Daniel Rees
DTL:	Elis Jones		

1. Apologies for absence

- Stuart Hart, Josh Keeble & Will Palmer.

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 17th August 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** - On agenda for further discussion.
- **5b** - On agenda for further discussion.
- **5007** - On agenda for further discussion.
- **5010** - On agenda for further discussion.
- **5011** - RJH confirmed a trophy has been purchased for the All-Round Welsh Open at a cost of £80.
- **5012** - RJH confirmed he has spoken to Jeff Challinor @ North Wales S.S. about hosting the NSK HCIT in 2024. Having explained they would be responsible for staffing and running the shoot, they have subsequently declined the offer to tender for the event. As Fauxdegla S.G. is the only ground to express an interest in hosting both the NSK & the ABT HCIT's, RJH proposed both events be awarded to Fauxdegla in 2024. NW to advised Mike Faux of the outcome & to ask him to confirm his fees, so they can be taken to the next ICTSC meeting for approval.
NW to action.
- **5014** - Done.

- **5017** - Done.
- **4079** - DJ to follow up.

5. Correspondence

- a. **Email from Roger Grimshaw (EE131771) re: FITASC Welsh Open 2023** - NW explained the email was received immediately after the FITASC Welsh Open event, which was held by Hart Events. RJH advised the comments made in the email about the targets were fair & accurate, as there were a lot of issues on the day which affected the running of the event. RJH advised several other shooters had also made similar comments about the event and he had to agree it was not a good reflection on us. The Welsh Opens should be a pinnacle of the shooting calendar and we have a standard we expect to be met. Unfortunately, this was not the case with this event, and it was also noted this isn't the first-time issues at this ground have been brought before the Board. RJH proposed a letter be sent to Mr Hart to remind him of the standards expected regarding targets, safety and the facilities. Going forward, we need a commitment from the ground owner that these will be addressed before awarding any future events. Improvements will need to be made and monitored. RJH asked NW to reply to Mr Grimshaw & advise him of the outcome of the discussion.

NW to action.

6. Business matters

- **5018 - AGM** - NW confirmed the AGM notification has gone out via the website and social media channels. The following items were then discussed:-
 - Resolutions** - None received.
 - Discipline Representative re-elections** - Given the recent new appointments, RJH confirmed the only Discipline Reps due for re-election at the AGM are:-
 - ❖ Elis Jones - DTL
 - ❖ Alf Weston - Olympic Skeet
 - Amendment to the Articles** - As discussed in previous meetings, RJH proposed the following amendment be taken forward for approval at the AGM:-
 - ❖ Section 34. - to add liability of members is limited by guarantee
 This was seconded by AJW with all in favour. JS advised Companies House must be informed of any changes passed at the AGM within 10 days.
 - Sports Personality of the Year Awards** - The following nominations were put forward:-
 - ❖ **Senior category**
 - Tony Cox (Olympic Skeet)
 - Elis Jones (DTL)
 - Nigel Hart (Sporting & FITASC)
 - Dave Baugh (DTL)
 - Dave Tavernor (National Skeet)
 - ❖ **Junior category**
 - Chloe Davies (Olympic Trap)
 - Jacob O'Loughlin (Sporting & FITASC)
 - Robert Shone (ABT)
 - Iwan Mills (DTL)

RJH asked Discipline Reps to forward a short resume for each applicant to NW, who will then collate all the information together & send it out to all Board members before they

cast their votes.

NW to action.

- v. **Arthur & Rita Williams Outstanding Contribution Award** - The following nominations were made:-
- Jackie Spencer (Treasurer)
 - Will Palmer (DTL)
- vi. **Proxy votes** - RJH reminded everyone to obtain some proxy votes, so we ensure a quorum is represented at the AGM. The form is available on the website.
- **5019 - Board resignations / vacancies / directors** - RJH advised both GI & MB have requested to step down as Discipline Reps with immediate effect due to family health issues. Also, CH has decided to resign as FITASC Rep due to work commitments. These vacancies will be advertised in due course as the Treasurer vacancy is currently open for applications with a closing date of 1st October.
Following the above resignations, RJH advised we need more Directors as our Articles stipulate a minimum of 5. Current Directors are RJH, WP, AJW & JS but JS will also be stepping down very shortly. If necessary, RJH advised it is possible to co-opt individuals who are not Board Members as Directors. RJH asked if anyone wished to become a Director - RLA, SW, RH & DR all volunteered. RJH asked JS to advised Companies House of these changes.
NW also advised there have been 3 applications received for the Social Media & Marketing Secretary vacancy. One from a WCTSA member, one from a CPSA member & the 3rd is from someone not involved in shooting. RJH suggested all 3 be offered the chance to interview for the role and proposed NW & RLA join him as part of the interview panel.
- JS & NW to action.**
- **5020 - Ground membership fees for 2024** - Following on from comments noted at the last meeting, a discussion was held regarding the ground membership fees for 2024, and various suggestions made as to how this could be structured moving forward. It was agreed it was difficult to make an informed decision without any figures to hand, so to revisit this at the next meeting so the ground membership forms can then be sent out.
 - **5021 - Team tie-break rule** - RJH suggested we need one rule which is suitable for all disciplines to prevent any confusion. Rather than trying to organise shoot off's, NW suggested using the highest average score taken from the 3 best scores of the individuals concerned. This would work for all disciplines as the scores to count for teams are at least 3 or more. This was proposed by RJH and seconded by SW with all in favour.
 - **5022 - World Sporting Championship 2024 (USA)** - Following on from discussions at the last meeting, RJH confirmed he sent a response to Bob Clarke but there have since been further developments with regards to the format of the World Sporting in the USA, which make the proposed team selection process null and void. Having contacted the host ground to make enquiries about team entries, RJH advised he has learnt there are no entries reserved for nations to send teams. Shooters need to have already entered as individuals and then the Association just submits a list of names of who will be part of the team. There is also no team entry fee and shooters do not have to join the NSRA. As the event is already fully booked, it is very unlikely enough members will have already entered to form a team. RJH suggested a statement be posted next week advising members of the latest information & to ask any members who have already entered the competition to make themselves known. We can then establish whether it will be possible to form a team. Members also need to be reminded they will require their own insurance cover, as the USA is an exclusion on our policy.

RJH to action.

- **5023 - WCTSA medals** - RJH confirmed he has obtained some medals for the All-Round Welsh Open and showed them to the Board. He advised the WCTSA logo in the centre of the medals is £60 for 100 centres and, with Welsh dragon ribbons, each medal was approximately £4.50. He proposed the Board obtain some of these medals for the category high guns at all Welsh Opens/Grand Prix's. It would cost approximately £31.50 per discipline. We need to give more back to the shooters, and this would be a step in the right direction. Ideally, we would look to obtain a sponsor for them. This proposal was seconded by DJ with all in favour.
- **3999 - I.T. sub-committee update** - RJH advised he has been in contact with Mike Wixey several times recently and advised the WTSF have a new quote for use of the Sport80 software. There are 2 options available. First option is an upfront fixed fee of £5,000 plus 1% of every transaction or 4% of every transaction plus 2.5% of the Stripe fee, which is approximately £2,500 per year. RJH noted it is disappointing there appears to be no financial support with this project from the WTSF. All agreed the Association cannot financially afford either option at present, so the software project will need to go on hold.
- **4020 - PR & Marketing update** - Nothing to report.

7. Treasurer's Report - See Appendix

- JS ran through the account balances and advised the current account is very low with a number of expenses still to be paid out. There are also no funds available to transfer into the account to float it until the membership renewals come in in December & January. The Close Brothers account has a 90-day notice restriction, so the earliest we could access any of these funds would be late December. This raised serious concern and led to a discussion regarding our finances, and what we can and cannot fund in 2024. NW suggested the next Board meeting be dedicated to focusing solely on discussing all matters financial with some actual figures to help make any decisions. RJH asked JS if she could produce some income & expenditure figures on a monthly & yearly basis and, if possible, a breakdown per discipline for the next meeting. RJH advised the figures will be sent out prior to the next meeting and asked everyone to take the time to review them beforehand, as it may be necessary to make some difficult decisions about how we move forward.

JS to action.

- JS advised the £250 levies from Gloucester S.G. still have not been received. She will chase again.

JS to action.

8. Membership update

- AJ advised the membership total is currently at 664.

9. Executive Decisions

- None.

10. WTSF report

- AJW advised the last meeting was held on the 25th September and further discussions were had regarding Safeguarding. NW advised she has contacted John Dallimore to confirm she is the DSL and sent him a copy of a certificate for an online Safeguarding course which she has completed.
- Plans are still ongoing with regards to the development of the OT & OSK facilities at Crynant S.G.
- Next meeting is scheduled for the 4th December.

11. BICTSF report

- RJH advised the last meeting was held on the 22nd August where discussions regarding funding for 2024 took place.

12. ICTSC report

- RJH advised the last meeting was held on the 12th September and discussions were held regarding entry fees & banquet ticket prices for 2024. Ground fees have increased significantly in recent years and the current entry fees are now too low. All fees / prices will be finalised at the next meeting on the 5th of December.
- A discussion was also had regarding the permit issues experienced this year.

13. ICTSF report

- Nothing to report.

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

- Any ties for team positions will be determined using the highest average score from the 3 best scores.

15. Any other business

- RJH asked Reps to bring any requests they may have for funding in 2024 to the next meeting for discussion and approval.

16. Date & venue of next meetings

- 8th November 2023 - Video / Telephone Conference @ 7:00pm

With no further business the chairman declared the meeting closed at 9:41pm.

Minutes agreed and signed by:-

Signed:- 

R. J. Harrison
WCTSA Chairman

Date:- 08/11/2023

APENDICES TO THE MINUTES

8. Treasurer's Report

WCTSA Ltd as of 26th September 2023

Bank Accounts:-

<u>Account Name</u>	<u>Account No.</u>	<u>As at 25/09/2023</u>	<u>As at 17/08/2023</u>
❖ Current Account	30924024	3,741	8,660
❖ Base Rate Reward	53163849	227	8,205
❖ Saver	33558894	81	80
❖ Paypal	N/A	80	57
❖ Close Brothers Savings		74,498	74,498
Total		£78,627	£91,500

Major movements since last meeting (PAID)

	£
❖ Wages - Secretary & Treasurer (2 months)	2,346
❖ PAYE & Pension (2 months)	688
❖ Accounting Software (Sage)	30
❖ Barclaycard	1,857
❖ Officer payment - A. Jones	325
❖ Officer payment - R. Adlam	413
❖ OSK HCIT - Shoot entries (Fauxdegla S.G.)	1,554
❖ JCTSA - NSK HCIT	3,055
❖ CPSA - OTR HCIT	2,350
❖ SCTA - ABT HCIT	2,496
❖ CPSA - Sporting HCIT	2,688
❖ DTL HCIT - Team expenses	468
❖ OTR HCIT - Team expenses	840
❖ NSK HCIT - Team expenses	1,990
❖ ABT HCIT - Team expenses	966
❖ Sporting HCIT - Team expenses	216
❖ Trophy repair	80

Major movements since last meeting (RECEIVED)

	£
❖ Memberships	3,795
❖ Paypal Transfers	2,300
❖ Levies	3,501
❖ Clothing	362
❖ CPSA - OSK HCIT	2,058
❖ ICTSA - OSK HCIT	84
❖ UCPSA - OSK HCIT	420
❖ ISSF Badge - L. Morris (to be paid to AJW)	5

Due to Receive

❖ ICTSF expenses claim - E. Jones	1,532 (Pending with ICTSF)
❖ DTL HCIT - Extra banquet tickets x 3	49

Due to Pay

❖ Accountancy YE 22/23	1,150
❖ UCPSA - FITASC HCIT	1,820
❖ DTL HCIT - Team expenses	?
❖ OTR HCIT - Team expenses	?
❖ ABT HCIT - Team expense	?
❖ NSK HCIT - Team expenses	?
❖ Sporting HCIT - Team expenses	?
❖ FITASC HCIT - Team expenses	?