



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

WCTSA BOARD of MANAGEMENT MINUTES

Date: Wednesday 20th December 2023
Venue: Video / Telephone Conference @ 7:00pm

PRESENT

<i>President:</i>	<i>Vacant</i>	<i>FITASC:</i>	<i>Stuart Hart</i>
<i>Chairman:</i>	<i>Robert Harrison</i>	<i>FITASC</i>	<i>Vacant</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>Vacant</i>
<i>Treasurer:</i>	<i>Vacant</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>Social Media Secretary:</i>	<i>Zea Purnell</i>	<i>Olympic Trap:</i>	<i>Rhys Humphreys</i>
<i>ABT:</i>	<i>Richard Hillier</i>	<i>Olympic Trap:</i>	<i>Vacant</i>
<i>ABT:</i>	<i>Sarah Nichols-Weaver</i>	<i>Sporting:</i>	<i>Joshua Keeble</i>
<i>DTL:</i>		<i>Sporting:</i>	<i>Daniel Rees</i>
<i>DTL:</i>			

The Chairman opened the meeting by introducing ZP as the new Social Media & Marketing Secretary. She was appointed after a very successful interview & will be taking over the running of all our social media platforms and will assist with updating the website. ZP advised she is looking forward to working with us & asked Reps to send her news items and to encourage members to get in touch.

1. Apologies for absence

- Elis Jones & 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 8th November 2023

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

4. Matters arising from the minutes.

- **5012** - On agenda for further discussion.
- **5a.** - Done.
- **6iii.** - NW confirmed membership forms have been updated accordingly & will be sent to AJ for use from the 1st January onwards. NW asked ZP if she would look into updating the "Membership" page of the website. AJ raised concern a lot of membership standing orders coming in are for the wrong amounts. Members have not updated them since the fee increase last year. ZP suggested posting a reminder on social media to ask members to check they are set up for the correct amount. AJ also mentioned he has to send letters to chase for the extra amount as we are lacking a lot of email addresses for members. RLA commented we need to ensure we are collecting up to date information, especially email addresses to reduce the cost of postage. She also asked should we be collecting gender information. At present, the

allocation of categories is based on the members title or name, which isn't always obvious. RJH advised he will contact the WTSF to see what their view is on this matter, but aside from this, we do need to look at modernising our membership database & undertake a data cleanse. NW suggested a sub-committee be set up to review this as it is a sizeable project. RJH asked if anyone, other than those who are key players (RLA, AJ, NW & RJH), would like to volunteer to be part of the sub-committee. RHu & DR duly volunteered. It was agreed to hold the first meeting on the 24th January.

- **6iv.** - NW advised the ground membership forms for 2024 have been updated accordingly and will be sent out next week.
- **7** - On agenda for further discussion.

5. Correspondence

- None.

6. Business matters

- **5025 - No. of selection events per discipline & scores to count for 2024** - Discipline Representatives were asked to confirm the number of selections and scores to count for 2024:-
 - **ABT** – 6 selection shoots with 3 scores to count
 - **DTL** – 6 selection shoots with 3 scores to count
 - **NSK** – 10 selection shoots with 4 scores to count (TBC)
 - **OSK** – 6 selection shoots with 3 scores to count
 - **OTR** – 6 selection shoots with 3 scores to count
 - **Sporting** – 6/7 selection shoots with 4 scores to count (TBC)
 - **FITASC** – 5/6 selection shoots with 3 scores to count (TBC)
- **5026 - Allocation of 2024 selection shoots** - Discipline Reps reviewed the list of applications received from grounds and allocated the events out accordingly. RT noted there was no application listed from Gloucester C.S.C. NW confirmed an application form was sent to Paul Tudge, but he had not replied. RT to contact him to see if he is interested. DR requested permission to hold a Sporting qualifier outside of Wales. He advised Barbury Shooting School is interested in hosting a qualifier and felt this could be a very well attended event generating some much-needed extra levy income. He also noted the owner of Barbury S.S. is a long-standing WCTSA member & regular Wales team member. It was agreed the precedence for using grounds outside of Wales has been set in recent years with some of the other disciplines and, providing this does not disadvantage any grounds in Wales, it is acceptable. SW raised concern about ABT selection events being held at Crynant S.G. as there is only one proper functioning layout. RJH advised a lot of development is ongoing at the ground and expanding the ABT facilities may be part of it. He suggested NW contact Chris @ Crynant to get confirmation in writing he will have 2 fully operational layouts in place. It was noted this year there are 3 disciplines with only 2 grounds willing to host shoots, which makes it possible for shooters to qualify for a team place by only attending one ground. This could give an unfair advantage as a shooter may attain all their best scores from a ground they regularly attend over someone who does not have a local / regular ground. RJH commented shooters should be encouraged to support all grounds, especially if we want them to continue to hold events for us. He proposed a rule be introduced which stipulates shooters must count scores from at least 2 different grounds for team selection. This was seconded by AJW with 8 votes in favour & 1 abstention.

RJH advised he will organise the All-Round Welsh Open fixture again this year & SH volunteered to arrange the dates for both the Super-Sporting & Compak Sporting Welsh Opens.

RJH asked Reps to proceed with arranging their shoot dates for all events, including County finals, and to send them to NW for ratification. They will be publicised on the website & social media as soon as they are finalised.

All Reps & NW to action.

- **5027 - MQS's for 2024** - At a previous meeting, it was suggested to change the MQS from a set minimum score to either points or a percentage from high gun instead. After discussion, majority of the Disciplines Reps felt the current MQS's work fine & should remain as they are, although EJ & WP had indicated by email, they were in favour of a percentage from high gun system. It was agreed the system must be the same for all disciplines to prevent any confusion & therefore voted to keep the current system for 2024. With EJ & WP unable to attend the meeting, RJH advised he will contact them to ask if they wish to change their current MQS's.

RJH to action.

- **5028 - Rules update** - RJH advised the revised version he sent out a while ago now needs to be updated again to include all the recent rule changes. He proposed holding a separate meeting with the original sub-committee before the next Board meeting to have a final check through before presenting them for ratification.

RJH to action.

- **5029 - Ground safety audit form** - A proposed version was circulated prior to the meeting for review. RJH advised the form has been created using the CPSA version as a template. Its purpose is to give new grounds some guidance & direction as to what they should consider and what is required for running shoots. It will also serve as a check list for when Board members carry out an inspection. AJW commented he felt the criteria was too harsh & many grounds would not comply. RJH stated it is not a hard & fast document which if grounds fail to fully comply with will result in them not running shoots. RLA suggested there may be mitigating circumstances why grounds do not fully comply & these can be noted as part of the inspection. RJH suggested AJW review & amend the form and bring back a revised draft for approval at the next meeting.

AJW to action.

- **5030 - ABT HCIT & British Open 2024** - Entry fees for both the HCIT & British Open have been obtained from Mike Faux (HCIT - £95 & British Open - £50). The HCIT entry fee includes the provision of a referee per layout, but the British Open refereeing will be done by shooters to keep the entry fee down. It was suggested to add a small amount to each fee to try to cover some of the event running costs (HCIT - £100 & British Open - £60). These will be sent to the ICTSC for approval. NW advised she has contacted the Crowne Plaza, Chester & provisionally booked the King's Suite for the 7th September. The meal will be £37.50 per person. RJH suggested we move forward and confirm the reservation so the official invites can be sent out as soon as the fees have been agreed.

RJH & NW to action.

- **5031 - NSK HCIT 2024** - Mike Faux advised the entry fee would be £70 & include the provision of a referee per layout. It was agreed to add a small increase of £5 for the reasons stated above. NW again advised the Crowne Plaza, Chester has been provisionally booked for the 24th August. RT advised shooters have asked if the OSK nets at Fauxdegla could be remove for the HCIT as they can be a distraction. RJH advised he will ask Mike Faux the question.

RJH & NW to action.

7. Treasurer's report

- Since the last meeting, the only applicant for the Treasurer vacancy has since advised they are no longer interested in the role. Our Accountant has advised there is a general lack of bookkeepers out there, so it is very difficult to find them. RJH advised both he & NW will oversee finances in the short term. He suggested the role be re-advertised in the new year outside of the shooting world, via avenues such as LinkedIn, to see if it generates some interest. The job description will also need to be reviewed due to some of the recent decisions i.e. no team expenses.

RJH & NW to action.

- RJH noted he has been through all the paperwork collected from JS, disposed of any accounts over 7 years old & set up a new filing system. He suggested started the accounts from scratch with a clean sheet rather than trying to replicate the old system which seemed complicated. He advised we will need to purchase our own copy of Sage as JS was using her own copy & charging us for the use. He will obtain some quotes.

RJH to action.

- Bank details have now been updated; new credit & debit cards received & weekly bank statements requested. RJH also now has online access to the accounts.
- Wages have been paid up to date for NW and HMRC contributions filed.
- RJH confirmed all HCIT team expenses requests received by the deadline have been paid.
- RJH requested permission to be reimbursed for his expenses of £370.55 for stationery, postage stamps & trophy engraving. All were in favour. RJH advised the postage stamps were for AJ for posting out membership cards. He suggested the membership sub-committee should review whether membership cards are still required especially given the cost to produce & send them.

8. Membership update

- AJ advised the membership total is currently at 689 which by category is as follows:-
Colts - 30 / Lady Colts - 6 / Juniors - 23 / Lady Juniors - 3 / Ladies - 31 / Veterans - 176 /
Lady Veterans - 13 / Super Veterans - 185 / Seniors - 222

9. Executive decisions

- None.

10. WTSF report

- Last meeting was held on the 4th December & Sport Wales announced there will be a reduced budget for 2024 due to a 20% cut across all funding streams. This will mean a reduction in our WTSF grant.
- Gavin Childwell was introduced as the new WTSF Social Media officer.
- AJW advised the WTSF are organising a course for anyone interested in becoming an ISSF qualified referee. It will be held at Southend & District Gun Club. 5 Olympic Skeet shooters have already expressed an interest and AJW extended the invite to the Olympic Trap members. RHu advised he will make enquires to see who may be interested.

RHu to action.

- Next meeting is scheduled for the 4th March.

11. BICTSF report

- Nothing to report. Next meeting is scheduled for the 9th January.

12. ICTSC report

- Last meeting was held on the 5th of December where HCIT entry fees and banquet ticket prices for 2024 were discussed. Banquet tickets have been set at £45 but entry fees are still being negotiated with some of the host grounds. What has become quite apparent though, is that entry fees for all HCIT's are going to be significantly increased, so the decision to suspend team expenses feels justified. Prices will be confirmed via email over the next few weeks. RJH advised he will forward the figures for the ABT & National Skeet events to the ICTSC for approval.

RJH to action.

- A review of team sizes was suggested and will be discussed in more detail at a later date.
- The UCPSA advised the Olympic Skeet HCIT will be steel shot only.
- Deputising for Team Managers & Captains is not permitted unless there are extenuating circumstances.
- Transfer requests will be discussed at the next meeting.
- Next meeting is scheduled for the 20th February.

13. ICTSF report

- Nothing to report.

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

- If team selection shoots are held at more than one ground, then shooters must count scores from a minimum of 2 grounds. Discipline Reps may also stipulate additional team selection criteria where necessary.

15. Any other business

- NW reminded Discipline Reps that selection shoot dates are not to be released until they have been ratified by the Board and advertised via our media channels first. Reps to also ask Grounds not to publish them until ratified.
- RJH suggested the Discipline Rep vacancies be advertised in the new year.


16. Date & venue of next meetings

- 31st January 2024 - Video / Telephone Conference @ 7:00pm

With no further business the chairman wished everyone a Merry Christmas & Happy New Year and declared the meeting closed at 9:29pm.

Minutes agreed and signed by:-

Signed:-



R. J. Harrison
WCTSA Chairman

Date:- 31/01/2024