



# Wymondham Archers

## Minutes of Committee Meeting

8<sup>th</sup> December 2018 10:00am

**Present:** Pete Hill (Chair); Dave Tonnison (Vice Chair); Sarah Ruth Hubbard (Secretary), Daron March (Treasurer), Dan Parnham, Amy March, Jo Tonnison, Iain Pautard, Peter Aldridge, Damien Lewington and Sandra Edwards (Minutes; Records Officer),

### 1. Apologies for Absence

There were apologies from Nigel Bailey.

### 2. Approval of Previous Meeting Minutes

The minutes of the meetings which took place on 22<sup>nd</sup> October 2018 were agreed.

### 3. Matters Arising

See action points update.

### 4. Action Points Update

4 action points have been COMPLETED.

6 new action point have been raised.

4 action points have rolled over and are highlighted in bold on the last page.

Action points discussed as appropriate within minutes.

### 5. Secretary's Report

Sarah has been very busy outside of the club and Pete has been dealing with the administration of new members.

The number of club members is steadily increasing by 2-3 archers per month.

Beginners are enjoying the atmosphere at the club: social, fun, informal with obvious help for each other within the club.

Largest club in Norfolk.

## 6. Treasurer's report

*Financial summary for FY2018/2019 (QTR1)*

50 members (39 Senior, 11 Junior)

21 Beginners

Beginners courses are going well, and the club will continue to push these in order to meet minimum required senior members (50, to be comfortably viable) and to maintain the club's very reasonable membership fees. Income generated from beginner courses is £825 to date.

See treasurer's report for full breakdown.

## 7. Records Officer Report

Data is up to date.

Sandra now has all the progression badges (252 and Portsmouth). These are being rewarded as and when achieved by archers upon submission of qualifying scores.

The scoring instructions have been updated for progression badges and are available within the club.

The committee agreed that information regarding outdoor and indoor classifications should also be provided to club members and that appropriate badges be purchased for archers to be awarded upon submission of qualifying scores.

The committee agreed that the club will pay for archer's classification badges (£3, indoor and £2.75, outdoor) but that archer's will continue to pay for their progression badges (£2 each). **Action Point.**

See record officer's report for more details.

## 8. Competitions Officer Report

Currently the club is participating in two postal leagues, BA (Gillian) and NAA (Sandra). See record officer report for full details of scores. It is challenging to organise all archers on the team to shoot on the same day. As part of his work within the NAA, Pete will be seeking relaxation of requirements to facilitate increased participation of archers.

The club is running a tournament on 22-23<sup>rd</sup> June 2019: Wymondham Archers 1<sup>st</sup> WA Weekend. This will involve Double 720, WA 1440 and Metrics.

- Sarah confirmed that the new range is already registered with AGB.
- Sandra will be submitting the World Record Status Tournament Application soon. **Action Point.**
- Sarah and Sandra have yet to provide a project plan for organising the

tournament. Costs to the club will include trophies.

The club has agreed to host the 1440 County Outdoor Champs on behalf of the NAA, 25<sup>th</sup> August 2019. The committee agreed to hosting this tournament.

Other members of the club will be invited to learn how to organise club tournaments. Damien is happy to help in 2019 and Daron in 2020. **Action Point.**

The club will postpone holding a Frostbite Challenge this year as the committee does not feel there will be enough interest.

## **9. Website and Social Media Officer's Report**

The new website is now up and running. Huge thanks to Dan who has worked extremely hard to get the new site going.

A sub-group will be set-up to assist with the running of the website and to deal with any requests regarding the website. The sub-group: Daron, Sarah, Dave and Gillian.

Committee agreed to move club emails from Gmail to the club website. These will include: Chair, Vice Chair, Secretary, Treasurer, Safeguarding and Information.

Now that the site is secured it will be possible to add member's scores, etc. to the members only section of the website.

## **10. Junior Officer's Report**

Currently have 11 junior members. The junior members are enjoying themselves, socialising and having fun.

Currently have 2 junior guests (both of which are British champs).

It is likely that hosting a 2-day tournament will encourage more junior archers to attend.

## **11. Chairperson's Report**

### ***Feedback regarding outdoor range***

Feedback has been extremely positive from both the archers and the rugby club. The rugby club has reported that the archery warning signs have not always been placed out on the field. **THIS MUST BE DONE.** Archers will be named and shamed in addition to running the risk of having membership revoked. The rugby club staff have been encouraged to confront archers to ensure that signs are always put in place.

### ***Beginners courses***

Going very well. Currently have approximately 30% of beginners joining the club. The club has also adopted the NAA outcomes which state the topics covered during the beginners' course.

No other club has the flexibility that WA does. Our beginners' courses consist of 4 sessions, which can be arranged to suit the beginner.

### **Website**

Considering whether to subscribe to a website 'pitch hero': discharged due to cost.

### **Induction Documentation**

Thanks to Jo for all her work on inductions during the First Arrows Day. Since then Pete, Sandra, Daron and Peter have carried out further inductions.

### **Shooting Shed**

Chris Parnham will be carrying out the works required to transform the container into a shooting shed with the space in between the two containers being made into a specialist range.

### **Purchase of 20 complete bows for Have-a-go, Beginners' courses and for long term hire**

Pete has purchased these bows (and arrows) for £475 and would like to know if the club would like to buy them from him? The committee agreed to purchase all the bows (3xLH and 17xRH) and arrows.

### **Long-Term bow hire agreement**

The committee agree in principle to the long-term hire of bows (and agreed that Suzie Edwards could receive one of these today, with appropriate PPE).

The committee will review the documentation prepared by Sandra and Pete. **Action Point.**

The club will incur the cost of providing appropriate PPE and the committee agreed that this should be undertaken.

The committee agreed that the hire fee will be £30 for three months, £5 per subsequent months and a refundable deposit of £15.

### **Peripatetic Intermediate Coach**

The committee agreed that use of Andy Hood as an intermediate coach would be beneficial for the club and that interested club members would pay for the tuition.

### **Action Point**

Club is increasing the number of coaches. Peter and Daron will be completed their level 1 coaching course. Hoping to have further members (Amy and Chris) undertake coaching courses.

### **Trustee Status Invitation for Pete to WRFC**

Pete has accepted this position, subject to ratification by the WRFC. Committee has no issues with this position if there are no conflicts of interest between the two clubs.

## **12. Any Other Business**

### **Line Painting:**

Will take place in April.

**Membership Cards:**

Will be provided by the WRFC. The club membership details have been updated at the WRFC. Wi-Fi is now available, and the cards will be issued in due course.

**Equipment Work Party**

Pete will email club members regarding an afternoon in January for volunteers to assist with repairing the club equipment. **Action Point**

The working group will work under the guidance of Iain and Sarah.

**13. Date of next meeting:** 4<sup>th</sup> February, 7:00pm.

This is a true record of proceedings.



Signed .....

Name .....

Date .....

# ACTION POINTS

Action	Comments
Pete to look into writing an article.	Discharged.
Begin member induction for WRFC range. Pete to lead	The majority of members have received their inductions and new members will be inducted as and when required. COMPLETED
<b>Sarah/Sandra to consider how to 'project manage' organisation of the 2019 tournament and communication with club members.</b> <b>Sandra to submit application form to AGB</b>	<b>Ongoing. Update at next meeting.</b>  <b>NEW</b>
<b>Pete/Daron/Peter to develop training plan for club. To include standard beginners' courses, one day beginners' courses and additional courses (e.g. equipment) for 2018/2019.</b>	<b>Ongoing. Update at next meeting.</b>
Pete to arrange viewing/discussion of 'pitch hero' utilisation by the club for consideration.  Pete to send Dan the relevant information	Discharged. Too costly at present.
Pete to arrange for lines to be painted on the new range in April 2019.	Arranged for April 2019. Discharged.
<b>Iain to reinstate use of the white board to facilitate dissemination of club information to members.</b>	<b>Ongoing, the white board has been found. Update at next meeting</b>
<b>Pete to email club members in order to organise a club equipment maintenance afternoon/day in 2019. Sarah to assist Iain in organising working parties to undertake maintenance work.</b>	<b>NEW. Update at next meeting.</b>
<b>Sarah/Pete to investigate whether other clubs are willing to share their intermediate training course structure with the club.</b>	<b>Ongoing. Update at next meeting.</b>
<b>Sandra to organise for purchase of classification badges.</b>	<b>NEW. Update at next meeting.</b>
<b>Ascertain whether there are other club members happy to help with tournament organisation. Pete to email members.</b>	<b>NEW. Update at next meeting.</b>
<b>Pete to email committee members the bow hire agreement.</b>	<b>NEW. Update at next meeting.</b>
<b>Committee members to feedback regarding acceptance of agreement</b>	<b>NEW. Update at next meeting.</b>
<b>Pete to finalise arrangements with Andy Hood regarding intermediate coaching.</b>	<b>NEW. Update at next meeting.</b>