



Wymondham Archers Committee Meeting Minutes

16th September 2025 at 19:00

At Rugby club

1. In attendance

Pete Hill, Salina Baboo, Keith Brandon, Daron March, Terry Reeve, Peter Barrett, Sandra Edwards, John Packman, Mark Brookes, Dicken Doe, Dan Parnham, Laura Scott, Chris Norburn, Mark Brookes, David Tonnison, Pat Thompson

Guest

Jake Fancis, Damien lewington

2. Apologies.

David Hall, David Blood

3. Declaration to Read out

In the interests of transparency and integrity, meeting attendees must declare conflicts of interest, abstain from related discussions, and refrain from voting on such matters.

By joining the meeting you consent to the capturing of audio and video recording of your attendance, questions and contributions; for the purposes of accurate compiling of minutes and for Club development and learning. If you have concerns or do not consent, please refrain from participating.

4. Minutes from the previous meeting.

19th August 2025 Minutes- Signed off by the committee

5. Items that the Chair considers as a matter of urgency

Constitution and EGM request

- Jake agreed that he was happy for events preceding the request to be shared with Damien Lewington. Even though the committee felt this as being confidential and asked for permission from Jake before proceeding. Jake provided permission for discussions to continue with Damien Lewington present.
- Jake disagreed with stated events of the post agm meeting. Witnesses were requested to confirm events, when 3 members of the committee raised their hands. Then Laura Scott also verbally stated the events occurred as discussed. There was further objection to this from Jake. However the committee moved on to discuss the EGM request.
- A summary of the request and potential outcomes were shared with the committee
- Guests were then asked to leave so the committee can discuss how they wish to proceed



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- Discussions took place, where every member of the committee provided their views on how to address the request.

Committee decision

Chris N, John P & Mark B will compile a response to the EGM requesters. Obtain sign off from exec. The response will then be sent to Damien Lewington within 14 working days from the secretary.

In between this the secretary will write to Damien Lewington, informing we will be in contact with a decision within 14 working days

CIO update

All signatories are with Community Action Norfolk. The committee was asked how do we communicate our application to the club. The decision was to put a post on the website, send out a mailchimp, post on facebook. Also post on notice boards in both indoor and outdoor ranges

Request for training for trustees, Chair has suggested training from CAN to go through the liabilities of a Trustee. This is to be arranged by Pete prior to confirmation of change of status from charity commission.

Ratifying the Operational Reserve figure calculated on the scorecard - Committee fully agreed to the calculation used for the "Operational reserve figure" on the scorecard. The committee confirmed they were happy with the contents of the scorecard for publication.

6. Treasurer Report

6.1. See attached scorecard report for summary.

7. Main Agenda

Finance and mobility policy documents - Further work is required on these before publication

A Disclaimer statement has been constructed by Peter B, to cover specific archers around their footwear which is open toed based on medical grounds. The two archers will be provided with written permission to wear open toed footwear.

Dan raised that there is an upcoming domain renewal cost. This will be sent to the treasurer to pay.

Thank you to Daron for doing the equipment stock check. This has been reported to our insurance company to ensure we have the correct cover.

Laura Scott, reported on the juniors moving indoors. She requested how she orders specific faces for the bosses. The committee agreed that Laura should stop spending her personal money and to make requests for funds to the Treasurer for the Juniors.



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TR - Has worked on the 252 update for longbow. Dan will update the document on the website. Mark B to work the barebow version for 252 and report back.

The meeting closed at: 21:11

This is a true record of proceedings.

Date of next 11th November 2025

Signed:

A handwritten signature in black ink, appearing to read "Pete Hill".

Name: Pete Hill

Date: 15th November 2025