

Nailsea and District Croquet Club

14th February 2018

Present

Andrew Wimshurst, Mike Tracy, Peter Dyke, Brigit Clayton, Coral Harrison, Linda Shaw, Meriel Forshaw

In attendance: Joan Timmins

Apologies

Brian Roynon

Minutes of the meeting 17th January 2018

Agreed as correct and signed.

Matters arising from the above meeting

- **Treasurer:** - A bill of £48 for covering the mallet handles has been received and will be paid this month. Need to be more specific on what is bought in future.
- **Property:** Outstanding work has now been completed.
- **CA Matters:** Meriel has contacted Kathy.
- **2018 SW League Teams:** These have now been agreed and the first draft of the calendar has been completed.
- **Constitution:** Andrew still to organise a working party to review the constitution.
- **Handbook:** work on the handbook is in progress; Brigit has sent information to Mike to post on the website.
- **Mad Monday:** Meriel has contacted Tony Hinchliffe.
- **Purchase of a dishwasher:** Meriel has contacted Doreen.
- **PAT testing:** Brigit confirmed that we can use the risk assessment as a checklist and sign it off as the required written record. The risk assessment process will be undertaken prior to the start of the season.
- **GC handicap:** The final will be held on Sunday 30th September 2018.
- **Club reports:** Meriel to remind committee members, that reports need to be written and sent to her prior to committee meetings. John and Kathy Wallace to be informed of committee meeting dates and invited to submit reports for this.

Treasurer's Report

Report noted and attached.

Payment has been made to the Masonic Hall for the 2018 Christmas lunch.

Andrew asked whether the club's finances could withstand a drop in income and was assured that the club's finances are in good shape.

Property Report

Noted and attached

Lawns Report

No report. Meriel to contact John prior to committee meetings.

Action: Meriel

Membership

Nothing to report.

CA Matters

All England competitions will be covered under club competitions.

Meriel to contact Kathy re items for future committee meetings.

Action: Meriel

2018 SWF League Teams

Andrew will be Captain of the GC Level Play North Team.

Peter has taken over as Captain of the SW Federation Central League team.

Linda will circulate information to members regarding league fixtures, dates and teams asking for expressions of interest in playing for a team.

Action: Linda

2018 Club Competitions

Following discussion it was agreed that those competitions attracting four or fewer entries last year would not take place this year due to pressure of time .

Action: Linda

Coaching

Dave Kibble will run a coaching session on 'The Mental Approach to Croquet'; this will take place during the fortnight commencing 9th April 2018.

A coaching programme is being developed.

A SW handicap workshop will take place in Cheltenham on the 11th March 2018. Brigit, Jim, Pat, Peter and Linda will attend.

Action: Linda

Recruitment

No report. Meriel to contact Kathy in future prior to committee meetings.

Action: Meriel

Constitution

Andrew to organise a working party.

Action: Andrew

Handbook

The secretary has the responsibility to ensure the handbook is updated and to inform committee members when changes need to be made.

The present version was updated in 2017.

Meriel to check which version is on the website.

Meriel and Linda will meet to discuss further.

Action: Meriel

Data Protection

Following discussion on the club's position regarding Data Protection it was agreed that Mike and Coral would prepare a working document for discussion at the next meeting. Meriel would email the CA office regarding guidelines for clubs on Data Protection issues.

Action: Meriel/Mike/Coral

Safe Guarding

Peter to contact Jean Hargreaves re: 'The Updating Service' in relation to Erica.
Peter

Action:

Skittles

The evening has now been organised for the 17th March 2018.
Brian and Brenda will organise the teams.
Mike will update the website with dates of forthcoming social events.

Action: Brian/ Mike

AOB

Peter -Federation League 7th July – Abbey club are unable to present a team for this year.

Linda – asked if Kathy or Meriel had received a questionnaire from Dave Gunn re: - recruitment and development....

Response –

Kathy has completed the questionnaire.

Mike has given his comments regarding information on the club's website.

Linda will receive all responses and update the committee. Linda and Ros Key-Pugh are collating responses and a report on findings will be circulated by Dave Gunn in due course.

Calculation one ball handicaps - it was agreed to adopt the CA guidelines.

Newsletter - Andrew agreed to send a newsletter to all members ASAP to keep them informed of club news.

Action: Andrew

Next meeting: 21st March 2018 at Mike's.

Meeting closed at 12 noon.

Signed as a true and accurate record

Name.....

Signature.....

Date.....

DRAFT