



# Wymondham Archers

## Minutes of Committee Meeting

22<sup>nd</sup> Oct 2018 7:00pm

**Present:** Pete Hill (Chair); Dave Tonnison (Vice Chair); Dan Parnham, Iain Pautard and Sandra Edwards (Minutes; Records Officer).

### 1. Apologies for Absence

There were apologies from Daron March and Peter Aldridge.

### 2. Approval of Previous Meeting Minutes

The minutes of the meetings which took place on 25<sup>th</sup> July 2018 and 10<sup>th</sup> September 2018 were agreed.

### 3. Matters Arising

See action points update.

### 4. Action Points Update

6 action points have been COMPLETED. 0 new action point have been raised.  
10 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

No report.

### 6. Treasurer's report

No report.

### 7. Records Officer Report

Data is up to date. Awaiting word from Sarah as to when the Portsmouth badges will be available.

### 8. Competitions Officer Report

No report.

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

No report.

## 10. Junior Officer's Report

No report.

## 11. Chairperson's Report

### **General**

No report beyond discussion of action points.

### **Mail Chimp Database**

Pete is now using Mail Chimp.

### **New range**

First Arrows – Open day for Wymondham Archers at the new WRFC to be held on 27<sup>th</sup> October 2018 (10:00-15:00).

Club members have been asked to support and assist with the open day and 'have-a-go' sessions.

Tea, coffee and cake will be available, free of charge on the day.

The induction documentation is complete and club members will be able to have their inductions carried out on the 27<sup>th</sup> October 2018. Committee members will assist Pete in the induction process as required.

## 12. Plans for WRFC

- a. **Induction to WRFC Site:** The induction documentation will be held on file by the club. Inductions will commence on the 27<sup>th</sup> October 2018.
- b. **Membership Cards:** Will be provided by the WRFC. The club membership details have been updated at the WRFC however until Wi-Fi is available at the WRFC the cards will not be available.
- c. **Guests Archers (non-partner clubs):** May attend with a club member and must provide proof of membership (Archery GB) and may only attend on Club shooting sessions (Monday and Wednesday nights and Saturday Mornings).

## 13. Any Other Business

### **Additional Training**

Suggestions for additional training of club members to include:

- Dan mentioned that there may be the possibility to have compound archery training from James (Clickers) for around £50 per hour.

**Shooting Shed**

As per meeting held on 15th October, 19:30 at Wymondham High club night:

- Attendees: Pete Hill, Dan Parnham, Dave Tonnison, Damien Lewington, Amy March and Sandra Edwards. Peter Aldridge, Daron March and Jo Tonnison by proxy after previous discussions.
- Propose having a large (40ft) container altered for use as a shooting shed.
- Chris Parnham has agreed to carry out the required work to transform the container into a shooting shed. To include:
  - Removal of one long side.
  - Addition of window on one short side.
  - Addition of a door on remaining long side.
  - Alteration of roof to add Perspex.
- The club as secured grant monies which will cover the above and painting of the container.
- The committee unanimously agreed to go ahead with this proposal and to payment for work to Chris Parnham to be club membership for one year.
- The committee also unanimously agreed to use any remaining grant monies on bosses.

**14. Date of next meeting: TBC** November, 7:00pm.

This is a true record of proceedings.



Signed .....

Name **Peter Hill** .....

Date **22/10/2018** .....

# ACTION POINTS

Action	Comments
<b>Pete to look into writing an article.</b>	<b>Ongoing. Update at next meeting.</b>
Induction documentation to be finalized and implemented.  Appropriate training for committee members to deliver induction for other club members. Pete to lead.	COMPLETED  COMPLETED
<b>Begin member induction for WRFC range. Pete to lead</b>	<b>Ongoing. Update at next meeting</b>
Pete to write to Hingham and CONA partner clubs to inform them of all pertinent information regarding use of the new Wymondham Archers' facilities at the WRFC.	COMPLETED.
<b>Sarah/Sandra to consider how to 'project manage' organisation of the 2019 tournament and communication with club members.</b>	<b>Ongoing. Update at next meeting</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>  <b>Pete will be doing a one-day course soon.</b>
<b>Pete to arrange viewing/discussion of 'pitch hero' utilisation by the club for consideration.</b>  <b>Pete to send Dan the relevant information</b>	<b>Ongoing. Update at next meeting</b>
Sarah to complete updating Mail Chimp and show Pete how to use the database.	COMPLETED
Pete to organise working party for new range at WRFC.	COMPLETED – those assisting on the 27 <sup>th</sup> October to meet at WRFC, 0830.
<b>Pete to arrange for lines to be painted on the new range in April 2019.</b>	<b>Ongoing, waiting for grass to grow. Update at next meeting</b>
<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>Iain to determine club equipment routine maintenance requirements and devise a schedule of work for working parties to undertake in 2018/2019. Pete to assist in organising working parties to undertake</b>	<b>DEFERRED until the move to WRFC has been completed. Update at next meeting</b>

maintenance work.	
Sarah/Pete to investigate whether other clubs are willing to share their intermediate training course structure with the club.	Ongoing. Update at next meeting
<p><b>All committee members to consider:</b></p> <ul style="list-style-type: none"> <li>• How to improve retention of members....</li> <li>• How to entice more beginners to join the club after completing their beginners' course....</li> <li>• How to manage guest (non-local) shooting at the new range. Can only accompany club member at club shooting sessions.</li> </ul>	<p>Ongoing. Update at next meeting</p> <p>Ongoing. Update at next meeting</p> <p>COMPLETED</p>