



Wymondham Archers

Minutes of Committee Meeting

8th July 2019 19:00

Record of Attendance:

Date	Pete Hill	Sarah Hubbard	Daron March	Dave Tonnison	Sandra Edwards	Amy March	Dan Parnham	Gillian Harris	Iain Pautard	Jo Tonnison	Nigel Bailey	Peter Aldridge	Damien Lewington	Mark Brookes
May														
June	-	-	-	-	-	-	-	-	-	-	-	-	-	-
July														
August														
September														

Present; Apologies submitted; Absent

Item/Comments/Actions	Person/s responsible	Due Date	Progress
<p>1. Guests Present None</p>			
<p>2. Minutes of the Last Meeting The minutes of the meetings which took place on 20th May 2019 were agreed.</p>			
<p>3. Action Points Action points will be dealt with within minutes.</p>			
<p>4. Secretary Report Pete is dealing with club applications, all electronically. The space between the two ranges needs to be altered to adhere to AGB best practice guidelines. It is currently 20m along the range. It needs to be 25m at shooting line and 30m at 100m line. ACTION: The range lines need to reflect the above line spacing requirements. There is an increasing pile of documentation from beginners and new members. We do not want to keep hardcopies however the forms will all be scanned and kept electronically, for the appropriate period, as a backup. ACTION: Documentation will be scanned and stored electronically. Once documentation has been successfully</p>	<p>Pete</p> <p>Pete/Sarah</p>	<p>ASAP</p> <p>August 2019</p>	<p>Ongoing</p> <p>Ongoing</p>

<p>scanned the documentation can be shredded and disposed of.</p> <p>Sarah is getting quotes from different suppliers for club shirts and will report back to the committee once received. Action: Sarah to obtain quotes for club shirts and report back to the committee.</p>	Sarah	August 2019	
<p>5. Treasurer Report 91 members (72 Senior, 19 Junior) 44 Beginners The club is in a good financial position. See treasurer's report for full breakdown.</p> <p>Welcome to Mark Brookes who has taken up the role of assistant treasurer.</p>			
<p>6. Records Officer Report Data is up to date and backups are being transferred to a club USB on a monthly basis.</p> <p>Members have been earning 252 badges which is fantastic however we are going to need to purchase more badges very soon. Stocks are lowest for 20y, 30y and 40y. Action: Sarah to send quote for more badges to Pete/Daron and then order if agreed.</p> <p>Members would like to have more details regarding classifications. There is information available on the club website and through AGB however a blog will be written to cover the topic briefly with reference made to information sources. Action: Pete will write and publish a blog about progression and classification badges awarded by the club.</p> <p>The club received a complaint regarding the size of faces to be used for barebow and longbow archers at the NAA Outdoor tournament. This is being dealt with by David Hall, the Tournament Organiser and will be discussed at the next NAA committee meeting. No action required from Wymondham Archers.</p>	Sarah	July 2019	Ongoing
	Pete	July 2019	Ongoing
<p>7. Competition Officer Report</p> <p>7.1 Club Tournament/s a)22nd-23rd June 2019 WA 1st Weekend The tournament went brilliantly and feedback from competitors, judges and spectators was very positive. The organisation, venue and field party impressed. Many competitors said that they will definitely be back next year and they will be encouraging their club members to come too.</p> <p>Well done to everyone who helped to organise, run and make the tournament weekend a huge success.</p>			



<p>b)25th August 2019 NAA Outdoor County Champs</p> <p>i) Update: 19 entries all payment received. ii) Allocation of duties will be assigned prior to the day. iii) David Hall is chasing up County trophies. iv) Pete will organise a generator for the timing equipment</p> <p>7.2 Postal League/s See record officer report for details. It has been challenging to get archers to participate. This past month I was unable to submit three scores for each bow style.</p> <p>7.3 2020 Tournament: Apply to Host a National Tour Stage Proposed dates of 30/31 May. The club can apply. It is not guaranteed that our bid would be successful. If unsuccessful the club will run another WRS weekend with the addition of head-to-head. If successful, it will be the first time that a national tour stage will have been held in Norfolk. This will involve an immense amount of work to organise and run. The committee unanimously agreed to support an application for the club to host a national tour stage. The committee want to take to AGM. Action: Sarah to submit application to AGB.</p>	Sarah	October 2019	
<p>8. Website & Social Media Officer Report</p> <p>Dan has updated the website with an image of our range.</p> <p>The blog continues to be well received.</p> <p>Jordon has agreed to interview club members for the blog. Questions and interviews need to be organised. Action: Pete (Sandra) will assist Jordon in compiling a list of questions which can be used.</p> <p>Action: Club members will be invited for interview, interviewed and blog posts will be written to reflect archer's answers.</p> <p>Need to add our tournaments to the club calendar. Action: Add club tournaments to website calendar.</p>	Pete/Sandra/ Jordon Pete/Jordon Dan	August 2019 August 2019 June 2019	Ongoing Ongoing DONE
<p>9. Junior Officer Report</p> <p>Amy is organising a competition for juniors – Sunday 11th August 2019 has been proposed. Action: Amy to send Pete the details so that he can circulate to members.</p>	Amy/Pete	End of July 2019	
<p>10. Chairman Report</p> <p>10.1 Winter Shooting Option The venue at HOHS may no longer be viable due to their financial situation. Action: We need to find out if the hall is still available, etc.</p>	Pete	July 2019	DONE

<p>Discussions around purchasing an indoor venue have included WRFC and BAL training all of which are interested in having an indoor venue, onsite.</p> <p>Action: Discussions will continue and now involve new parties. This venture will not be decided upon soon and will therefore be removed from the minutes as an action until such a time that progress is made.</p> <p>Wymondham High Academy has asked that the club container is removed from their site indicating their wish that Wymondham Archers no longer use their facilities. Therefore it is extremely unlikely that the club will be returning to Wymondham High Academy.</p> <p>The committee unanimously agreed to using Easton & Otley College for our next indoor season.</p> <p>Action: Pete to pay for the season.</p> <p>Sarah, Pete and other club members have fixed all the club bosses prior to moving them to the new indoor venue. The club now has 9 bosses. It is likely that only three of these will last the indoor season. The club requires a program for reparation and/or purchase of new damage bosses.</p> <p>Action: Committee to consider how the club can fund repair/purchase of bosses.</p> <p>The club container and indoor equipment needs to be moved to the new venue before the indoor season commences. Unanimous committee agreement for Pete to action.</p> <p>Action: Pete to arrange moving the container, equipment and payment. Cost in the region of £150.</p> <p>The position for the container at the new venue is slightly downhill from the door and therefore moving the trolley of bosses will usually require two people.</p> <p>The club sessions will be as follows (agreed by committee): 18:30-21:30 – Monday or Wednesday 18:00-21:00 – Monday or Wednesday Saturday 13:30-16:30</p> <p>10.2 Fundraising Grant monies are coming in and the club thanks all those involved including Chris Norburn for all of their hard work.</p> <p>10.3 CASC Pete has suggested that the club should consider becoming a community amateur sports club (CASC). The pros and cons of becoming a CASC will be discussed at the AGM as the decision needs to be made by the club as a whole. Unanimously agreed by the committee.</p>	<p>Pete/ Committee</p> <p>Pete</p> <p>Committee</p> <p>Pete</p>	<p>21st June 2019</p> <p>ASAP</p> <p>September 2019</p> <p>September 2019</p>	<p>DONE</p>
<p>11. AOB</p>			

<p>11.1 Tournament training Daron will arrange provision of tournament information sessions for members who are interested and for those who will be attending tournaments. The training has been written and dates need to be arranged. Action: Training sessions to be advertised and run. Initial uptake was disappointing.</p>	Daron	June 2019	DONE
<p>11.2 Equipment training Daron/Peter will arrange provision of equipment training sessions for members who are interested. Action: Training sessions to be designed, advertised and run. Action: Invite David Long, Jason Mills and arrange for equipment sessions to include string making, tuning and arrow repair.</p>	Daron/Peter	July 2019	Ongoing
	Pete/Daron	July 2019	Ongoing
<p>11.3 Equipment Inventory Iain will organise for a complete inventory of club equipment to be made. Peter offered to assist. Action: Complete club inventory to be compiled.</p>	Iain/Peter	June 2019	DONE
<p>11.4 Have a Go Sessions Volunteers have been identified and these sessions are going very well. We need to purchase more arm bracers. Action: Purchase more arm bracers.</p>	Pete	June 2019	DONE
<p>11.5 Extra Voluntary Contributions Club members will be given details of how they can donate to the club should they wish to do so. This will include details of awards available as part of the scheme or outside of the scheme. Action: Pete to write to club members.</p>	Pete	July 2019	Ongoing
<p>11.6 Supporting Coaches Pete has suggested seeking volunteers to become supporting coaches who will assist the current coaching team. This will allow members to consolidate their own development and the development of other club members whilst also alleviating some pressure on the current coaching team. The committee supports this idea and believes that it will facilitate greater resilience within the club coaching team in the face of continued club growth. Terms of reference are required Action: ToR need to be written for supporting coach role. Action: Invitation to become supporting coaches to be sent to club members</p>	Pete/Daron Pete	July 2019 July 2019	Ongoing Ongoing
<p>11.7 Annual Archers Fundraising Dinner It has since been decided that regular lunches after shooting once a month would be more attractive to club members. These will be paid for upfront by members (£5 each) for themselves and any guests they wish to invite. The plan is for lunches to be held on the first Saturday of each month after shooting.</p>	Jo	June	DONE

<p>Action: Jo to organise with WRFC (menu) and will publicise to the club for participants. These lunches are very well received. Thanks to Jo for organising on behalf of the club.</p> <p>11.8 Family BBQ Proposed to be held towards the end of the season.</p> <p>11.9 Shoot to the Moon with Nelson's Journey 20 archers shooting on Sunday 28th July. Actions: Sarah will run the day and provide rules for shooting on the day Club members need to be notified of the club range being closed throughout the shoot. Dan is working on a scoring system for the shoot. Volunteers requested to help set the field up on Saturday 27th.</p> <p>11.10 Wymondham Community Network Pete asked for volunteers to attend this event to represent the club and publicise what we have to offer. Date is 27th July.</p> <p>11.12 AGM Date of next meeting – 19th August, WRFC. Officers agreed to present their reports individually. Actions: Sarah to circulate agenda and accompanying documentation All committee members are to encourage club members to attend</p> <p>11.13 Other Business a) The club requires more leaflets. Pete has already organised and is awaiting delivery. b) The question of how to encourage more club members to help with all aspects of running the club came up. Action: Committee to think about how this can be achieved. Mention at the AGM is a possibility. c) Update records with Jo's new and preferred email address. d) Request for additional lines to be marked on the range: 60m, 40m and 20m. Action: Pete will organise</p>	<p>TBC</p> <p>Sarah</p> <p>Pete</p> <p>Dan</p> <p>All</p> <p>All</p> <p>Sarah</p> <p>All</p> <p>All</p> <p>Pete</p>	<p>27 July</p> <p>27 July</p> <p>27 July</p> <p>27 July</p> <p>27 July</p> <p>July 2019</p> <p>August 2019</p> <p>August</p> <p>August</p>	
<p>14.0 NEXT MEETING AGM 19:00, 19th August, WRFC</p>			

This is a true record of proceedings.

Signed   Name Date