



Wymondham Archers Committee Meeting

6 July 2020

Zoom Meeting

Minutes

1. Apologies

Sandra Edwards, Lee Meacock, Chris Norburn

2. Approval of Previous Meeting Minutes

The minutes were approved as drafted.

3. Matters Arising/Action Points Update

Nothing to report.

4. AGM

- Proposal of date – 24 August 2020

The proposed date was agreed. The meeting will take place at 8pm via Zoom. Pete will send an invite to all club members to encourage as many to attend as possible. He will also circulate a Google form to allow those who want to apply to become committee members to do so. It was proposed and agreed that those existing committee members who wanted to re-stand should also complete the form but would not need to be seconded. In normal circumstances committee members only generally need to state their intention to re-stand.

Action: AGM invite and Google form to be circulated to club members.

- Constitution Changes

Sarah had drafted a number of changes to the current constitution. These were as follows:

1.6 – it was agreed that this would be amended to allow the address to be that of the Club Secretary or any other person agreed by the committee. Pete is in the process of checking with AGB as to whether the address can be changed to that of the outdoor range.

3.5 – clarification to the wording of what constitutes an Honorary Life Member. Agreed as drafted.

3.10 – removal of sentence regarding new member ratification. This is a redundant process, which would technically mean no new members could join until agreed by the committee. This process is too slow. Any issues with new archers would be raised to the committee in any event. The archery community is small, and any archers with a questionable record would likely be known. Amendment agreed.

5.2 – The word “member” to be changed to “officer” throughout to ensure consistency. Agreed.

5.3 – It was proposed that the number of posts that could be held by and executive officer of the committee should be increased to two. Damien was concerned the change would mean that an Executive Officer could hold many positions which could lead to an unfairly balanced committee. After discussion on the point it was agreed that to maintain fairness the section would not be amended, but that activities could be delegated where necessary.

5.7 – proposed that “member” be changed to “officer”. There was an error noted in that “7.2” should read “5.2”. The final sentence should be removed as a new section 5.8 is to be added regarding the election of new members by the committee. This agreed to be amended and added to read that a majority of the remaining officers can elect a person.

The remainder of the numbering in section 5 is to be amended.

Jo noted that 5.10 should read “at least one executive officer”. This was agreed. Dan stated that “Quorum” in 5.9 did not need to be capitalised. This was agreed.

6.4 – Given that withdrawals are now mainly done electronically “signed by” is to be amended to “authorised by”. Agreed.

Jo noted some other other small grammatical issues that could be amended, such as the capitalisation of “The” when referring to “The Club” in some instances. Jo stated she was happy to look over the document once amended.

Mark agreed he would laminate a copy of the final version and place in the shooting shed.

ACTION: Sarah to amend the constitution as agreed and send to Jo for proof reading, and then to the Committee for agreement. Mark to laminate and place in shooting shed.

- Club Fees

Pete proposed that Club fees for 2020/2021 should remain the same. This was agreed.

The guest shooting fee for the indoor season is to be reviewed once the indoor season has begun and we know where we are with numbers. It is highly likely that social distancing will still be in place at least at the start of the season, which will severely limit the number of archers we can have in the college hall. It is likely we will only have 12 lanes available for club sessions (splitting the sessions in 2, 6 lanes in each session). For at least the first month we would not be in a position to open to guests until we know our own members are able to shoot. The ticket system will have to remain in place to allow for track and trace.

Pete is to continue speaking with the CEO of Easton College and raise the possibility of us having extra sessions. The College are very supportive of having us back.

The outdoor guest shooting fee is to remain at £3.

Pete has had to spend time lately chasing payment of club fees from those who pay by BACS or cash. He proposed that those who pay by that method (as opposed to standing order or direct debit) should pay a higher fee. Mark stated that this would not be compatible with becoming a CASC should that happen in the future. It was generally felt that this would be difficult to suggest, and it was agreed that from the AGM onwards the only methods of payment would be in full, or by direct debit or standing order. No other method of payment would be available. Missed payments would mean that person is no longer a member of the club, and they would have to reapply as per the constitution. The Club would also seek to recover costs that have already been paid out, such as AGB or WRFC fees.

ACTION: Indoor guest shooting fee to be reviewed once season has begun.

- Reports

The Secretary, Treasurer, Safeguarding and Welfare Officer, Chairperson, Competition Officer, Records Officer, Junior Officer, Coaching Officer and Website and Social Media Officer are to give reports at the AGM.

- Election of Officers

Most members of the committee indicated that they would look to remain at the AGM.

Pete has drafted a Google form for club members to complete should they wish to become part of the committee. There is also space for them to ask up to 3 questions at the AGM.

Polls have also been drafted for people to vote upon, such as the amendments to the constitution and club fees. Pete advised that WRFC are increasing their membership fees by £3. It was Pete's proposal that this fee could be absorbed by the Club, as there may be savings in fees paid to NAA, SCAS and AGB. Pete and Mark will discuss the fee once we have a better idea of the fees to be paid to the aforementioned associations.

Club members are to be told that to vote at the AGM they will need an appropriate device to do this. Pete and Sarah are to test how the polls can work via telephone.

ACTION: Pete and Sarah to test telephone voting. Pete and Mark to discuss club fees. Google form to be circulated.

5. A.O.B.

Damien has requested that meeting minutes are published on the website. Sarah is in the process of arranging this.

There had been several emails in the preceding days about allowing guests/spectators at the range. The AGB risk assessment currently states that spectators are not permitted. Pete is to speak with them about changing that. Some archers, such as juniors, must have someone with them. Should AGB agree to the amendment, then it was agreed that archers would be allowed to bring one spectator/guest with them.

Pete had made an enquiry about an indoor venue that had previously been mentioned, but this was not available to us. Easton College is still our only option for this indoor season.

Damien stated that he and other archers he had spoken to at the range were concerned about shooting when beginner's courses were being run and asked whether the club could be told when the courses would be so that those concerned did not book sessions at the same time. Those who have discussed it with Damien have raised concerns about the safety of it. Pete stated that there would only be one beginner per course and that this would not cause disruption to others who were shooting. Pete is endeavoring to book the courses at more quieter times at the range, but it is important the courses continue as they bring in money and membership to the Club.

Dan suggested that the beginner's courses could be added to the club calendar on the website so that others can see when they are booked for. This was agreed.

ACTION: Pete to add beginner's courses to the club calendar.

The next meeting will be the AGM on 24 August 2020.

The meeting closed at 10pm.

*Following the meeting, Sarah sent out further proposed amendments to the constitution to the Committee. These were amendments to sections 3.12, 3.17 and 5.11. These amendments were agreed by the Committee.

This is a true record of proceedings.

Signed

A handwritten signature in black ink, appearing to read 'Pete Hill', written in a cursive style.

Name

Pete Hill

Date

1st September 2020