



# Committee Wymondham Archers

## Financial and Membership Status Report

### Metrics - Committee Scorecard

12/Mar/2025

**Total Number of Wymondham Archers Members, including Associate Members this is the total membership including those that have left and is recorded here because of the cost element associated with each paid for member.**

340

No./%/Units/as of/up to

### Safeguarding and Health and Safety

Number of Safeguarding Concerns Raised in Period / Date

1

06/Mar/2025

Number of Ongoing Safeguarding Concerns in Period / Date

1

06/Mar/2025

Number of Safeguarding Concerns Resolved in Period / Date

0

06/Mar/2025

Latest Safeguarding escalations or actions - See Below

1 safeguarding concern raised which is being monitored. Risks to club mitigated and Peter Hill providing pastoral support.

06/Mar/2025

Number of Health & Safety Concerns Raised / Date

2

02/Mar/2025

Number of Ongoing Health & Safety Concerns Raised / Date

0

02/Mar/2025

Number of Health & Safety Concerns Resolved / Date

2

02/Mar/2025



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Latest Health & Safety escalations or actions - See Below

Equipment Failure: The accident happened around 3:50 PM on February 15, 2025, at the Wymondham Archers indoor range. The injuries were not life-threatening.

Preventing a Fall: To avoid falling, the archer extended her left hand to stop herself and caught it on the hook on the back of the door. This incident occurred at approximately 4:10 PM on February 20, 2025, at the Wymondham Archers indoor range. The injuries were not life-threatening. Both accidents were thoroughly investigated.

02/Mar/2025

The above information shows how Wymondham Archers tracks the number of safeguarding and health & safety concerns raised, ongoing, and resolved within the period (Sept onwards). It provides a snapshot of how effectively the Club identifies, addresses, and resolves potential risks to individual wellbeing and safety.

### Income and Expenditure

|   |                    |                    |
|---|--------------------|--------------------|
| Cash at Bank (All Accounts - Including Restoration Fund)                      | £ 49,024.32        | 10/Mar/2025        |
| Estimated Restoration Fund  | £ (20,000.00)      | 12/Mar/2025        |
| <b>Cash at Bank minus Restoration Fund</b>                                    | <b>£ 29,024.32</b> | <b>12/Mar/2025</b> |
| Credits in year (Sept) to Date of Report including Transfers between Accounts | £ 66,246.32        | 10/Mar/2025        |
| Debits in year (Sept) to Date of Report including Transfers between Accounts  | £ (64,176.07)      | 10/Mar/2025        |



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|  |                    |             |
|--|--------------------|-------------|
| Income Minus Expenditure showing Net Income over Period  | £ 2,070.25         | 10/Mar/2025 |
| WRFC Expected Rugby Club Associate Membership Costs over Period Remaining - Yet to pay               | £ (5,612.48)       | 10/Mar/2025 |
| Expected Showground Rental Costs over Period Remaining - Yet to pay                                  | £ (1,487.32)       | 06/Mar/2025 |
| Cost of Members Leaving in Year (September onwards) and No. left.                                    | £ (2,330.00)       | 29          |
| Cost of Electricity in Year (at £0.34 per Kwh x Units used) yet to pay                               | £ (1,950.24)       | 5,736       |
| Cost of NAA and SCAS Fees yet to Pay and No. members causing debt                                    | £ (492.00)         | 45          |
| Combined Current and Expected Debt (Cash net value of Club) plus cash at bank minus Restoration Fund | <b>£ 19,222.53</b> | 10/Mar/2025 |
| Combined Annual Current and Expected Income/(Debt) per member - To Date                              | £ 56.54            | 10/Mar/2025 |

Above shows that The Club currently has a positive cash balance at bank. The Club factors in a Restoration Fund, to return our rented premises back to their original state. Current expenses combined with an estimated Restoration figure, future expenses relating to rugby club fees, electricity, and NAA/SCAS fees are factored into the Club's financial planning. If the 'Combined Current and Expected Debt per member' is a minus figure the Club is currently in debt per member.

### **Projected and Current Income from Sources**

|  |            |             |
|--|------------|-------------|
| Income Trybooking Net Sales in Period Beginners Courses, Tournaments               | £ 4,153.08 | 13/Jul/2025 |
| Income SumUp Net Sales in Period Badges, Gift Tokens, Guests, Have a Go's, Tasters | £ 750.69   | 09/Mar/2025 |



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|   |             |             |
|---|-------------|-------------|
| Income Summary of Net Income from GoCardless (Membership and Hire Bow income in current year) | £ 31,870.90 | 14/Mar/2025 |
| Income by Standing Order from Members   | £ 330.09    | 12/Mar/2025 |
| Total Expected and Received Income from combined available sources - Up to date shown         | £ 37,104.76 | 13/Jul/2025 |
| Projected Income from Membership and Hire Bows - Over Period (Sept - Aug)                     | £ 54,635.83 | 12/Mar/2025 |

The above figures indicate the expected or received income up to the indicated period. For Trybooking, this includes tickets sales for tournaments and beginners courses past and future. For SumUp this includes sales from Badges, Gift Tokens, Have a Go's and Tasters. For GoCardless this includes Club Memberships and Hire Bow income.

### **Coaches - DBS - Child Protection - Membership Due**

#### **No.s/Dates**

|   |             |             |
|---|-------------|-------------|
| Number of WA Coaches with DBS Qualification                     | 10          | 2.94%       |
| Number of WA Coaches with Child Protection Qualification        | 10          | 2.94%       |
| Next DBS Qualifications about to Expire - Date                  | 22/Apr/2025 | 12/Mar/2025 |
| Next Child Protection Qual about to Expire - Date               | 23/Apr/2025 | 12/Mar/2025 |
| The next anniversary of the next Member to Rejoin to Archery GB | 31/Aug/2025 | 12/Mar/2025 |
| Next date a Coaching qualification goes out of date             | 22/Apr/2025 | 12/Mar/2025 |



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Above shows how we track coach numbers and percentages is a governance requirement. New memberships and upskilling are essential for maintaining a thriving club.

### Demographics

|  |     |        |
|--|-----|--------|
| Seniors                                | 254 | 74.71% |
| Juniors                                | 74  | 21.76% |
| Disabled (includes disabled juniors)   | 12  | 3.53%  |
| Full Club Members                      | 314 | 92.35% |
| Associate Members                      | 26  | 7.65%  |
| Female Archers                         | 113 | 33.24% |
| Male Archers                           | 227 | 66.76% |
| Members forming part of a Family Group | 154 | 45.29% |

The above data provides a comprehensive overview of Wymondham Archers, informing strategies for membership, programs, and resource allocation.

### Joiners, TODO's, Leavers/Paused, Average Years in Archery



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|  |      |             |
|--|------|-------------|
| No. new Archers who Joined in Current Year (Sept 2024 onwards) | 61   | 17.94%      |
| Members to Join to AGB   | 0    | 0.00%       |
| Members to Subscribe to MailChimp                              | 0    | 0.00%       |
| No. of Archers paused or left Club in Period (Sept) onwards    | 29   | 8.53%       |
| Members Archived on MailChimp - Left or by Request             | 27   | 93.10%      |
| Feedback from Leavers  | 7    | 12/Mar/2025 |
| Average No. Years Archers are Members of Club                  | 3.17 | 12/Mar/2025 |

The above shows the new and returning archers, indicating club growth. Monitoring paused memberships helps manage costs and identify trends, while average years in archery reflects member engagement and wellbeing.

### Sponsored/Funded Archers

|  |       |   |
|--|-------|---|
| % and No. of Sponsored Archers (If greater than 3% cell will notify) | 1.18% | 4 |
|--|-------|---|

"Sponsored Archers" include members who receive free membership for significant contributions, perform essential tasks, receive elite athlete support, or hold honorary life memberships. These categories impact club income.

**Actual No.s Archers, Risk Assessments TODO, Non AGB Status**



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|   |     |        |
|---|-----|--------|
| Number of Registered AGB Members including Associate Members minus those who have left.<br>Current Actual Members | 311 | 91.47% |
| Number of Registered Club members who have not completed a risk assessment  | 4   | 1.18%  |
| Total Number of Associate Members not indicating they are registered with WA and/or AGB                           | 0   | 0.00%  |

For the above, all of Wymondham Archers 1st Club Members are affiliated to Archery GB. This means we are all covered by the provision of what Archery GB provides, including insurances. It is key for the Club to know who and who is not a member of the Club, whether they are 1st or Associate members. Any member not indicating they are part of Archery GB will be excluded from the Club until they are able to prove this. The above data is a Governance matter.

### Members Not Paid

|  |   |       |
|--|---|-------|
| Members who have yet to pay for membership | 0 | 0.00% |
|--|---|-------|

The above data is for administrative and governance purposes.

### How we Pay

|                       |     |        |
|-----------------------|-----|--------|
| Pay by Direct Debit   | 314 | 92.35% |
| Pay by Standing Order | 4   | 1.18%  |
| Pay in Full           | 22  | 6.47%  |



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The above shows how people pay for their Club fees and is key to understanding our Club income. The above data indicates how most Archers wish to pay for their Archery.

### How Many Archers are Using our Archery Ranges

| Bookings up to   | 07/May/2025 |
|--|-------------|
| No. of Archers Making Bookings - Outdoor Range - Vs % of Current Available Members                           | 110 35.37%  |
| Total Number of Bookings Outdoor Range (since September new year) - Vs No. of All Available Tickets          | 641 53,760  |
| No. of Archers Making Bookings - Indoor Range (since September new year) - Vs % of Current Available Members | 177 56.91%  |
| Total Number of Bookings Indoor Range - Vs No. of All Available Tickets                                      | 3543 15,456 |

The data above indicates the Number of unique Archers making bookings on our Ranges Vs the Total bookings for each Range. This figure is distorted slightly by friends or relatives booking for others but is provided as a guide on Range usage.

### Members' Changes, Letting us Know, Exit and Beginners



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### Feedback, Ideas and Suggestions Received

|  |     |             |
|--|-----|-------------|
| WA Club Members Informing the Club of Personal Changes (Cell will notify if not Noted by Club) | 0   | 9           |
| Let Us Know Reports - to be Note and Assigned  | 0   | 12/Mar/2025 |
| Let Us Know Reports - To Be Completed  | 0   | 12/Mar/2025 |
| How Did We Do - Feedback from Members that leave in Year - Exiting Club (All Time)             | 32  | 12/Mar/2025 |
| How Did We Do - Feedback from Members that leave in Year Exiting Club - Noted                  | 32  | 12/Mar/2025 |
| Beginners Feedback   | 111 | 12/Mar/2025 |
| Beginners Feedback To Review   | 0   | 25/Feb/2025 |
| Feedback from Archers Hiring a Bow   | 1   | 12/Mar/2025 |
| Ideas and Suggestions Received   | 1   | 15/May/2024 |
| Ideas and Suggestions Unresolved   | 0   | 15/May/2024 |
| Ideas and Suggestions Outstanding  | 0   | 15/May/2024 |

This data, above, demonstrates a commitment to member communication, feedback gathering, and continuous improvement. By tracking member feedback, Wymondham Archers can identify trends, address concerns, and enhance the overall Club member experience.



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### Administration Items

|   |    |             |
|---|----|-------------|
| Admin for Feedback from Archers who have informed us they wish to leave the Club (All Time) | 27 | 100.00%     |
| Admin for Archers leaving in year, on GoCardless Completed (All Time)                       | 27 | 100.00%     |
| Admin for Archers leaving in year Feedback Form sent (All Time).                            | 27 | 100.00%     |
| Hire Bows Owned by Club   | 25 | 12/Mar/2025 |
| Hire Bows available for Hire  | 0  | 12/Mar/2025 |
| Number Percentage of Club Members that hire a bow   | 25 | 7.35%       |
| No. of other Clubs that Shoot at Wymondham Archers  | 13 | 12/Mar/2025 |
| Guests attending Wymondham Archers in Current Year and as % of total membership             | 18 | 5.29%       |

### Officers Reports

Compiled by

Date

Equipment Officer



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Daron March

06/Mar/2025

### Equipment Report

From last meeting:

The NAA bosses have been collected and no longer reside at our range.

2 bows were purchased, we did not need to purchase additional limbs as one of the bows was hired out with the higher poundage limbs, plus we found a spare pair of limbs in the container.

Since the last committee meeting:

The indoor bosses have been repaired and some are now due for repairs again before the indoor competition.

We have enough foam to cover this.

14 Additional foam cassettes and 2 targets have been ordered from Target Tech on 10/2/25, to cover repairs that will be needed before the end of the indoor season, and for stock, there is a lead time of about 2 months.

Some outdoor targets require significant woodwork repairs, these will be looked at in more detail when the weather warms.

We are still looking to carry out a stock check potentially in April/may when the weather is warmer and we can pull all equipment out of the containers.

At the time of writing all hire bows are out and are well used. The bows are serviced and repaired as they are returned, but some have very loose components or are untuned so I recommend to coaches that if his bows are out for a significant time they should advise that the



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bows come back in temporary to be returned or repaired, just as a general health check.  
My personal laptop can't be updated to Windows 11 so will be unsupported later in the year, I will not be purchasing another as I can do all of my personal admin on an iPad or phone. Would the club consider purchasing a Chromebook for club use or shared amongst us?

Daron

**Fundraising Officer**



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Fundraising Report by John Packman

John Packman

09/Mar/2025

This is my first report to the Committee and is based on an hour-long briefing from the Pete Hill on 26th November. The aim of this report is to make some suggestions for a structured approach to fund raising for the Committee to consider.

1. The Club has been successful in raising funds in the past – for the toilet (Sport England Grant), the shooting line and bosses.
2. External fundraising is most effective when it is focused on supporting the delivery of projects which are directed at the overall vision and ambition of the organisation.
3. The Wymondham Archers website is clear about its top priority – inclusivity.

It also states:

“Planning - The committee is committed to reviewing and renewing the Club Development, creating a fresh 3 to 5-year plan based around strategic goals. Collaboration with partners like Wymondham Rugby Football Club and Norfolk Showground Ltd is also a priority in securing the long-term use of both outdoor and indoor archery ranges; supports the Club’s sustainable growth and development.”

The refreshed plan is critical in providing a framework for a Fundraising Strategy.

4. Communication with members, past funders and potential new funders will be important in retaining and identifying potential new funding sources.

### Recommendations

1. Refresh the Club’s 3 to 5-year plan as quickly as possible. Engaging with members so that they feel part of the process and committed to the ambition will be important.
2. Identify the projects needed to deliver the Club’s plan. This will range for relatively low-cost



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items – for example new bosses – to large projects such as the development of new indoor range at the Norfolk Showground.

3. Turn the plan and list of projects into a Fundraising Strategy with clear priorities, costs, potential timescales and a list of potential funders.

4. Develop and maintain a relationship with past and potential funders.

### **Records Officer**

Records continue to be submitted by members so It is really good to see so many people entering their scores. Some really good club records being received and also many using the sum-up link as a way to pay for their badges seamlessly. I do need to find a better way of leaving the badges for Archers after payment and then advertising that way of doing it. Some Archers this year have achieved Master Indoor Bowman badges too which is great for our club!

Jake Francis

03/Mar/2025

### **Tournament Officer**

Things looking good for Tournaments. We have sold out the Saturday and one session on Sunday for our indoor weekend, and only have single figure spaces left in two of the remaining 3 sessions on the Sunday.

David Hall

09/Mar/2025

I have met with Mark and we have done some planning, and some lanseo training.

We are also already taking entries for our Summer weekend shoot and these have flown out.

We have 5 spaces left on the Saturday and 17 on the Sunday, so this looks really promising.



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Due to a family medical situation I may not be able to attend the Indoor weekend, and have Fraser Brown covering for me should this be needed who is fully trained for WRS shoots and is a very competent TO.

We do need to decide on a date and round for the County Outdoors. I will propose some dates at the next committee meeting for this, if anyone has any ideas for a round or type of event please do let me know.

### **Policy & Procedures Officer**

Current policies and procedures are within review dates. No new policies or procedures published.

Sandra Edwards

06/Mar/2025

### **Coaching Officer**

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Wymondham Archers Committee is made up entirely from Volunteers.

We thank the above contributors for their work and committee for bringing Archery to life for Wymondham, Norwich, Norfolk and surrounding areas. Contributors include: - Secretary, Treasurer, Vice Chair, Chair, Safeguarding, Health & Safety, Fundraising, Equipment, Tournaments, Juniors, Records, Policy, Web and Coaching Officers.

**Chair - Wymondham Archers.**