

Hertfordshire Badminton Association

Minutes of the committee meeting held on 2 December 2019
at the University of Hertfordshire

Present:

Paul Kempster	PK
Dave Bartlett	DB
Aleisha Challands	AC
Doug Clark	DC
Simon Gouldstone	SG
Brian Jackson	BJ
Eddie Lintott	EL
Mike Newlove	MN
Jim Robson	JR
Colin Walker	CW
Steve Willis	SW

1. Apologies for absence

Apologies for absence were received from Gill Bartlett (GB), Bob Green (BG), Andy Walden (AW) and Paul Widdicombe (PW).

2. BE update

AC reported on the following issues:

- a) The membership system had now moved to the revised starting and finishing dates but there were some outstanding issues such as the constituent clubs of an amalgamated club remaining on the system. The insurance documents still referred to the dates of the previous membership season but AC assured the meeting that insurance covered the revised season.
- b) Competitions would now be based on a five tier structure:
 1. Gold
 2. Silver
 3. Bronze
 4. Tier 4/Club level
 5. Tier 5/Social

AC felt that there was a massive appetite for Tier 5 events, primarily from No Strings players. There had been three tournaments in Herts; some league players had entered and they needed to be steered towards Tier 4 events. It was suggested that Tier 4 and Tier 5 events could be run at one venue on different dates, possibly leading to a reduction in the amount of publicity that needed to be circulated.

For Tier 5 Social events, there was a £20 BE sanction fee, dedicated software was available which could manage payments, record scores and obviate paperwork, and the person organising the event would retain the entry fees and manage expenditure. Entrants would not need to be BE members and the tournament fee would cover insurance. The expectation was that there would be more tournaments as you go down the tiers and that Tier 4 and 5 events would be run by counties using the tournament software. It was suggested that, in Herts, both Tier 4 and Tier 5 events could be run by the CBNs.

The changes would be incorporated in a redesign of the Discover Badminton page on the BE web site.

- c) AC responded to a question about membership cards. She stated that BE had no plans, in view of the cost, to reintroduce them but that she would follow up the issue with her colleagues.
- d) The Regional Planning and Delivery model was still being trialled in two areas, the North West and London & South East. Herts was in the East Region, along with Suffolk, Norfolk, Bedfordshire and Cambridgeshire. No deadline had been set for the completion of the trial and AC did not expect any decisions about future progress to be made until the BE AGM.
- e) AC explained that BE wanted to ensure that all counties explicitly adopted BE's safeguarding policy by, for example, minuting the adoption of the policy and giving it prominence on counties' web sites. Additionally, counties should ensure that welfare officers had completed the training and that their DBS certification was up-to-date.

It was explained that the Herts Constitution clearly stated that it followed BE policies but it was agreed that a specific reference to safeguarding should be made on the web site. For practical purposes, it seemed appropriate for there to be a short statement with links to any relevant BE documents. The committee was satisfied that the accreditation of the Herts welfare officer was up-to-date.

Action: SG to make the necessary changes to the web site

3. Actions from the previous committee meeting and the AGM

- a) SG had produced a paper on the issue of Vice Presidents to be discussed as a separate agenda item.
- b) SG had further investigated the question of the composition of BE circulation lists. He was aware that the person who sent out the papers for BE meetings actually listed the recipients. He has been in touch with BE's competition manager who had agreed to follow the same practice. There was no further action to take on this issue.
- c) The statistics provision had been restored to the web site software and SG would report on this as a separate agenda item.

4. Reports on activities

Chairman

PK explained that PW had circulated some notes of the BE counties' meeting in October. There was nothing of direct impact on Herts although counties could send observers to the two regions in which pilots were taking place.

Secretary

SG did not submit a report but thanked DB for securing accommodation, free-of-charge, for committee meetings and the AGM.

Treasurer & Membership Secretary

CW reported that the decline in membership over the past four to five years was continuing. Currently there were 54 affiliated clubs, compared with 71 in 2016, and the number of individual members was 1243, a reduction of 100 on the previous year. CW was actively chasing a number of clubs and a few more may affiliate over the coming weeks.

The financial position was unchanged, with some £21k in hand, although the charges for using Queenswood, which we expected to be around £3,700, still had to be included.

Senior County Coordinator

AW submitted a written report, the main points of which were:

- a) The four teams had had a challenging first weekend of matches, the highlight being the fourth team winning both its matches.
- b) The training sessions had been reasonably well attended and that had supported the decision to reduce the number of sessions. As the fees had increased, AW expected the sessions to be self-financing.
- c) Although the Senior County relied on financial support from HBA, AW anticipated that it would be less than last season.

Herts County League

There was no report although the meeting noted that DK Way had withdrawn two teams.

Hertford Area League

No report

North Herts and Letchworth League

BG submitted a written report. All the local junior clubs were doing well, Hitchin x2, Letchworth, Baldock. Anna Collis had started another junior session at Fearnhill School in Letchworth on Wednesday evenings. Anna would also be starting a session in Melbourn near Royston in the new year.

South West Herts League

No report.

Masters Coordinator

SW explained that Herts had, for the first time, entered seven teams. The results to date were:

O45	Played 1 - Lost 1
O50 (1)	Played 4 - Won 4
O50 (2)	Played 4 - Won 1, Lost 3
O55	Played 3 - Won 3
O60	Played 2 - Lost 2
O65	Played 2 - Won 1, Lost 1
O70	Played 2 - Won 1, Lost 1

For the Masters Challenge in January, there would only be three teams: O45, O50 and O55.

Herts players had performed well in the recent Nationals.

Tournament Secretary

EL had produced reports on both the Open and Restricted Tournaments which were on the web site.

Development Coordinator

East Herts CBN

DC submitted a written report which is attached to these minutes.

Welwyn Hatfield CBN

DB submitted a written report which is attached to these minutes. He also mentioned that the facilities at Gosling left much to be desired.

Coaching Coordinator

BJ reported that the 13 candidates on the Level 1 coaching course were all from Herts and had all passed. He had received no recent requests for coaches although that might be because interested parties were using the BE search facility.

Social Media/Publicity Officer

No report.

HJBA

MN had no issues to report, although there had been some logistical problems with running two teams at three of the age groups and ensuring that the players were at the correct location.

5. Vice Presidents

SG had circulated a paper about the role of, and appointment process for, Vice Presidents (VPs). The main points were:

- a) The HBA Constitution made only a brief reference to VPs, that they were elected at the AGM for a three year period. There was very little in previous AGM and committee meeting minutes about VPs.
- b) It appeared appropriate that there should be a more structured process for nominating individuals and that nominations should be considered by the committee before candidates were put forward for election at the AGM.
- c) Once elected, the achievements of any successful candidates should be recognised more formally by a record in the AGM minutes and a prominent statement on the web site.

The committee's view was that there did not need to be any major changes to the present system but that there did need to be a more formal nomination process. It was therefore agreed that:

- (i) Nominations should be submitted to the HBA Secretary no later than one month before the AGM together with a supporting statement about the nominee's contribution to Herts badminton.
- (ii) The committee would decide whether to proceed with the nomination and would inform the nominee and the person/organisation who submitted the nomination.
- (iii) Nominations supported by the committee would be raised, as an agenda item, at the AGM and the Chair would describe the person's, or persons', achievement. That would be recorded in the minutes and on the web site.

The committee considered that it might also be appropriate to reflect in some way, perhaps by way of a letter from the Chair, the contribution made by individuals to, for example, one club rather than Herts-wide.

Action: SG to add to the web site a brief description of the amended process

6. Web Site

SG reported that the statistics facility on the web site software indicated a lower level of visits than previously; in March 2019 it was running at 20 to 30 visitors a day but recently that had fallen to about 16. Those figures reinforced the importance of ensuring the site was up-to-date and that the wide range of events/activities in Herts was reflected on the site. He encouraged committee members to submit anything that might be of interest to the wider badminton community.

7. Other Business

- a) PW had made the committee aware of his concerns about Queenswood, in particular the lack of changing facilities.

The committee was aware of the problem and noted that it was brought to the attention of visiting teams before the date of a match.

- b) It was reported that DK Way seems likely to have made a substantial profit from running a recent Tier 4 tournament which HBA had authorised. It was felt that next season HBA should charge either a fixed fee or a percentage of the profit on all sanctioned tournaments requiring HBA approval. That should be discussed and agreed at the next meeting.
- c) HBA still needed to respond to the points raised by Tracy McLeod Hawkins and PK would draft a response for the committee to consider.

8. Dates of future meetings

Next committee meeting: 16 March 2020

AGM: 1 June 2020.

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