

# Herts West Badminton Development Group

## Minutes of Meeting 23 September, by Zoom

### 1 Present and Introductions

Dave Bartlett, [DB] Herts Badminton Assn Development Coordinator; Acting Chair & Sec. HWBDG	Dave Hill, [DH] Harpenden Badminton Club and HWBDG Treasurer
Helen Hopkins, [HH] Community Sports Officer, Hertsmere Borough Council	Frances Morrison, [FM] Coach, BE Tutor-Assessor, Chiltern Junior Badminton Club
Julie Pike, BE Relationship Manager	Ryan Watson, Sports Development Officer, Community Services, Three Rivers District Council
Chris Samway, [CS] Project Officer HSP	

### Apologies

Phil Adams, [PA] Coach, Watford	Tanya Angus, [TA] School Games Organiser (St Albans) and School Games Programme Manager
Liz Bateman, [LB] Coach, Gadebridge BC	Natalie Barton, [NB] St Helen's Junior and Senior Independent school: Teacher, Coach
Emmanuel Boyd, [EB] SDO for InspireAll Hertsmere - Bushey Grove (Bushey), The Venue (Borehamwood), Furzefield (Potters Bar).	[KB] Keith Burns, Coach & Abbey BC
Kirsty Jones, [KJ] Active Communities Manager for Everyone Active, Decorum & St Albans	Billy Johnston, [BJ] General Manager South Oxhey LC & William Penn LC
Clare McCawley, [CM] Cavendish School, & Dacorum School Sports Network	

Reports from Natalie Barton, and Tanya Angus who had previously been circulated with the agenda.

### 2 Treasurer's Report

DH explained that he had been treasurer of Herts West Community Badminton Network (HW CBN) for several years until it came to a standstill in 2017. He had considerable problems and spent many months in persuading the bank (Barclays) to revive the account.

The current funds for this group are £3159.75. They are currently held in a ring-fenced account of Harpenden Badminton Club (HBC) to which only DH has access. Signatories are DH and HBC chairman Gill Manningham. DH uses approved accounting software.

JP confirmed that were BE planning to financially support this group it would be on a per-project basis and holding the funds in HBC account would not be a problem.

**All agreed** that it would be too onerous to set up a new bank account for this amount. Until further notice funds are to be retained in the HBC Herts West Development Group (HWDG) ring-fenced account.

Herts Badminton Association and Herts Junior Badminton Association to be asked if they concur with any future support funds they might provide being held in HW BDG section of HBC account.

**ACTION DB**

### 3 Aims and format of the Group

The structure of the group was discussed and the constitution on the HW CBN webpage: <http://www.hertsbadminton.net/herts-west-community-badminton-network/> briefly reviewed.

**All agreed** that the aims of the group were to support club and community badminton development

JP proposed that the group meets to discuss and approve developments and then in a year if the attendance increased it might be possible to recruit a formal committee.

JP said that when they, BE, have funding available again it would be based on the validity of project management irrespective of whether by CBN, club, coach, leisure centre, or other organisation.

Need to check that HBA and HJBA would be happy to fund a less formal group. **ACTION: DB**

**All agreed** there was a need for some agreed management document and a quorum number for deciding funding applications.

CS suggested, and it was agreed, that a representative for the LA would need to support the application in their area.

Before the next meeting:

DH to produce a draft Statement of Operation to be circulated, reviewed and if possible agreed at the next meeting (see below). **ACTION: DH**

DB to provide a draft Development Application form for approval. **ACTION: DB**

Statement of Operation and Development Application form to be reviewed **ACTION: All**

Previously development applications were for a few hundred pounds, for example, for starting No strings, or new junior clubs/sessions, and after school sessions. The £3159 approximated to £600 per LA.

FM and NB both reported junior need in Three Rivers area.

RW will discuss the need in, for example, South Oxhey LC & William Penn LC with BJ before any potential funding request. JP will liaise with RW regarding BE resources, e.g. for No strings, if/when required.

KB, after reading NB's report, had emailed DB: "Both Phil Adams and I run sessions in Watford. I'm looking to start more .... I'm happy to run sessions through my club if we can get some level 2s on board to run them, i Will do admin and marketing etc."

HH reported that a mosque in Boreham Wood wanted badminton. Facilities were a problem that she would address. Court lines could be funded for the community hall if needed. JP is keen to discuss the project with HH.

To FM's query regarding PlayWaze (club management software), PJ said she'd send a link and contact.

#### 4 Frequency of meetings

Agreed that there would be one meeting per term. Additional meetings could be held by mutual agreement.

#### 5 Quick wins, now?

All agreed there was a need to have an impact as soon as possible. A meeting to review and approve the Statement of Operation, the Development Application form and any applications should be held within the next few weeks.

**ACTION: All**

#### 6 AOB

No AOB

#### 7 Date of next meeting

**12:30pm, Wednesday 13 October by Zoom.**