

Poole Town CC – Committee Meeting

MINUTES

MARCH 20, 2018

7:45 PM

PARKSTONE CLUB, ASHLEY CROSS

TYPE OF MEETING	Monthly committee
CHAIR	Nick Williams (NW)
NOTE TAKER	Andrew Milner (AM)
ATTENDEES	Dave Miller (DM), Nick Heckford (NH), Ben Pocknell (BP), Tom Robinson (TR), Mark Allen (MA)

Agenda topics

APOLOGIES AND OPENING REMARKS

DISCUSSION	AM received apologies from Pete Dooker, Aaron Power, Joe Wilson, Dave Spencer	
	Committee is comfortable with style of minutes and agenda. Where completed Actions will be removed. If they are still on the minutes, they are still live and require completing. AM apologized for not having completed the actions relating to the website. Website login details received, but other work and social affairs have got in the way of action.	
CONCLUSIONS	Actions cannot be left hanging to "someone". There will be a name attached and an expectation.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Website to be updated to include Committee minutes, Captains pages	AM	24/4/2018

PREVIOUS MINUTES AND MATTERS ARISING

DISCUSSION	Minutes from Committee meeting 20/2/2018
	<p>Debate focused on the actions taken at previous meeting.</p> <p>NH advised that the meeting with Jan Hill regarding Poole Park pavilion has not yet been diarised.</p> <p>AM advised his DBS process has completed and Greg Parsons is aware.</p> <p>NW has full list of people to have DBS checks, numbers around 20. Once process is understood, we can target those on the list.</p> <p>Report that first 3 nets were being well attended and committee was pleased with all round game structure applied to the sessions. Money is coming in and that is excellent start. AM asked TR to publicise the structure of nets when going out with Social Media updates.</p> <p>Cricket balls will be collected from The Leaze at scorers event on 28th March</p> <p>NW reported back on conversations with Angie Mason and Groundsman. Covered a number of topics. Pitches booked for Saturdays in Park including friendlies at start and end of season. Whitecliff pitches booked. WEL fixtures have been released.</p> <p>NW reported that Poole were open for in season practice on square and discussion on boundary lines. Further meeting is to be planned for Easter holidays with groundsman to try and finalise.</p> <p>NW reported that Poole felt they were 3 weeks behind with preparation given the snow.</p>

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Arrange meeting with Jan Hill Borough of Poole	NH	24/4/2018
Advise club when online ID verifier set up for DBS is complete	AM	24/4/2018
Progress conversations around filling 2 nd team captain vacancy - TBC	DM	24/4/2018
League balls to be collected from Leaze 28th March	NH	24/4/2018
WEL pitches to be booked for Poole Park	NW	24/4/2018
Meet groundsman to finalise plans for boundaries, pitch preparation rotation and in season practice	NW / DM	24/4/2018

CORRESPONDENCE AND ADMIN

DISCUSSION	<p>AM introduced correspondence received. Mainly in email form.</p> <ol style="list-style-type: none"> 1. Notices – Scorers event on 28/3. NH advised he would go. AM also would be interested. DM noted P Quinn should also be invited. 2. League Captains meeting – DM to attend as a minimum 9th April <p>NW advised he had applied to Dorset Cricket Small Grants to support Ladies Softball and had been awarded £300 towards costs of sessions being run at Carter Community on Monday evenings (5th March next). 9 ladies were currently involved and thoughts were turning to carrying on outdoor in the summer months.</p> <p>NH advised that boundary rope solutions were around £800.</p> <p>NW further advised BoP sports club grants process was very involved and complex, so a clear idea of what we wanted was needed to progress. Committee under AOB discussed the merits of progressing practice facilities in Poole High School which could have a community benefit and would therefore be more appropriate to the Poole Council Sports Club funding stream.</p> <p>DM spoke to P Macdiarmaid about play cricket administration. It does need to be handed over as we are not expecting to see P Mac this season much.</p>	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Book a place for P Quinn on scorers event at Wimborne	AM	22/3/2018

WELFARE MATTERS

DISCUSSION	NH advised that Theresa Heckford was also happy to continue in the capacity of Club Welfare Officer along the lines that John MacDiarmaid had outlined at the previous committee meeting.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Publicise, including photographs of Club Welfare Officer and role on website and in pavilion. Extend the photos of officers on website and pavilion notice board to include all.	AM to co-ordinate	24/4/2018

MONEY MATTERS

DISCUSSION	<p>Debate focused on progressing to resolution the adoption of technology to support availability, team selection and match fee collection. Committee were introduced to Teamo app and what Treasurer would need in place to support online payments and whether club was prepared to forsake portions of fees to get an easier income flow.</p> <p>2017 Dinner reconciliation is down to 2 or 3 outstanding issues which are under review with DM and NH.</p> <p>DM reported that he had used equipment credit to purchase 13 caps that were in Poole Town CC storage (DM kitchen) DM reported table tennis table had been purchased and was in storage (DM kitchen) DM reported pop up net had been purchased and was in storage (DM kitchen) DM did not advise that storage bill was in the post :)</p> <p>NH reported that outstanding 250 club draws had taken place and MA was given the standing order form details. The big one to take place at Quiz Night 23/3</p> <p>NH noted sponsorship had also not been discussed and that where some of the major areas were covered off there was areas of revenue which needed to be talked to.</p>	
Club dinner and 2017 outdoor match fees need to be reconciled as a matter of priority		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Download Teamo app in order to familiarize	ALL	24/4/2018
Club Dinner debts to be resolved.	JW / NH	24/4/2018
Reconcile outstanding match fees 2017	NH and 2017 Captains	24/4/2018
Get link to club Gray Nicholls shop linked to the Poole Town CC website	AM	24/4/2018
Full list of club members and list of 250 members to enable MA to target prospective number owners	NH	24/4/2018

PLAYING MATTERS

DISCUSSION	<ol style="list-style-type: none"> 1. Purchased as noted above, groundsman open to us using, positive feel to progress. Well done to all involved. 2. Costs of boundary rope appear to be prohibitive and groundsman marking policy may negate the need to worry unduly. 3. DM aired a plan for a pre-season event on Sat 14th April involving outdoor training in Poole Park, opportunities to refresh the pavilion itself for non-players and raise some money through social activity. Warmly received by committee. Publicity will be required once plans are solid. 4. Second XI scorer remains an unresolved piece of the playing fabric. 5. Committee thanked BP for his contribution in brokering a deal for 2 outdoor nets with Baden-Powell, at the cost of 2 Kwik Cricket sets. Committee all in favour of securing and working out any storage issues at a later date. 6. DM has arranged a fixture v Blandford for 21st April at Poole. There is a fixture with Caterham CC in for 22nd April. BP advised that 3s and 4s would like to play two games one where youth take on older players and one where 3s take on 4s. To be played one on weekend 21st and one weekend 28th.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Promote the search for Second XI scorer via junior section	NW	24/4/2018
Planning for pre-season curtain raiser to be co-ordinated by DM. Ideas to him	ALL	10/4/2018
Contact Baden Powell and accept their offer, co-ordinate payment and ascertain how best to get them off B-P site to suitable location (Not DM kitchen)	BP, DM, NW	24/4/2018

JUNIOR MATTERS

DISCUSSION	<p>4 All stars had registered and NW asked if TR was able to support sessions. TR advised it would be possible to supporting running, but Joey Wormington might need to set up without him if traffic did not allow early arrival.</p> <p>We received a text from a junior and details were passed on for NW if there was further contact.</p>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Confirm availability to assist in running All Stars	JR	1/3/2018

SOCIAL MATTERS

DISCUSSION	<ol style="list-style-type: none"> 1. NW has booked pavilion for quiz evening. 2. It was noted by NH that Members Handbook had not been discussed and that April committee meeting may be too late. A brief discussion on the merits of the printed document was held with opinion divided on the return on investment. 3. 19th May post game food to be promoted through Social Media channels. 4. There will be a further newsletter, but not out of this committee. 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Get involved in quiz, get your teams together, fill the room.	ALL	20/3/2018
Committee straw poll on Members Handbook	AM	23/3/2018

ANY OTHER MATTERS

DISCUSSION	<p>NH advised scoreboard requires weather proofing, possible job for 14/4 curtain raiser event..</p> <p>The Bob Massey friendly and Chairmans game are not so urgent. Will remain committee actions, but not as urgent.</p> <p>TR was asked to publicise Katie George success as the most talented cricketer in age group.</p>
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MA publicized the outline drawings received from Bobbie with respect otthe Whitecliff pavilion scheme. NW advised he had a copy and thanks.

NW advised that as a result of double booking issues with St Edwards he had been looking at alternative solutions to getting venues for junior practices. This had led hi to look at Poole High School and a more grand scheme noted earlier in the minutes regarding implementing cricket nets at Poole High. No further action attributed at this time.

There were no other matters raised.

Next meeting Tuesday 24th April Parkstone Club Parr St. 7:45pm

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Bob Massey game – contact Swanage CC	AM	20/6/2018
Arrange next batch of committee meetings	AM	24/4/2018