

Poole Town CC – Committee Meeting

MINUTES

FEBRUARY 20, 2018

7:45 PM

PARKSTONE CLUB, ASHLEY CROSS

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| TYPE OF MEETING | Monthly committee |
| CHAIR | Nick Williams (NW) |
| NOTE TAKER | Andrew Milner (AM) |
| ATTENDEES | Dave Miller (DM), Nick Heckford (NH), Dave Spencer (DS), Joe Wilson (JW), Aaron Power (AP), Ben Pocknell (BP), Tom Robinson (TR), John MacDiarmid (JM) |

Agenda topics

APOLOGIES AND OPENING REMARKS

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| DISCUSSION | AM received apologies from Pete Dooker and Mark Allen | |
| <p>NW recognized that, with the exception of the Secretary error in not inviting a full set of committee members that the first meeting had been a good start and provided a base to move pre-season forward.</p> <p>Committee were happy to trial the minute / agenda format. Secretary (AM) welcomes comments about the minutes, the sooner the better, why wait until next meeting?</p> <p>Where completed Actions will be removed. If they are still on the minutes, they are still live and require completing.</p> | | |
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| CONCLUSIONS | Actions cannot be left hanging to “someone”. There will be a name attached and an expectation. | |
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| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
| Website to be updated to include Committee minutes | AM | 20/3/2018 |

PREVIOUS MINUTES AND MATTERS ARISING

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| DISCUSSION | Minutes from Committee meeting 23/1/2018 |
| <p>Minutes of 23/1/2018 were signed as a true record by NW.</p> <p>With the exception of assessing the impact of Jo Pilley resignation from the committee, which was moved to AOB in order to try and get through the agenda, debate focused on the actions taken at previous meeting.</p> <p>NH advised that the meeting with Jan Hill regarding Poole Park Pavilion did not take place and he has the action to rearrange. DM added he would like to be included in that meeting so he could talk both about pavilion and pitch preparation.</p> <p>AM advised DBS process not yet finalized, but confident of moving through process.</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>NH reported balls ordered and stock take done. Will need to be collected post 1st March.</p> | |

| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
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| Arrange meeting with Jan Hill Borough of Poole | NH | 20/3/2018 |
| Complete online ID verifier set up for DBS process | AM | 20/3/2018 |
| Publicise DBS verification process once in place and target audience | NW / AM | 20/3/2018 |
| Progress conversations around filling 2 nd team captain vacancy - TBC | DM | 20/3/2018 |
| Publicise nets and promote all round game structure to them | TR | 20/3/2018 |
| League balls to be collected from Leaze from 1 st March | NH to co-ordinate | 20/3/2018 |
| Converse with Angie Mason from Borough of Poole regarding pitch bookings and liaison expectations | NW | 20/3/2018 |

CORRESPONDENCE AND ADMIN

| DISCUSSION | <p>AM introduced correspondence received. Mainly in email form.</p> <ol style="list-style-type: none"> 1. Notices – Mumbles CC had written to request transfer of JP Cronje registration. Club had no objection. 2. There had been no further correspondence outside progressing the DBS On-line Verifier <p>NW advised he had applied to Dorset Cricket Small Grants to support Ladies Softball and was expecting to be awarded £300 towards costs of sessions being run at Carter Community on Monday evenings (5th March next).</p> <p>NW further advised that Get The Game On grant funding would not cover our requirements for new boundary rope or pitch marking equipment and we would have to look elsewhere.</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 did not achieve this clarity.</p> | |
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| CONCLUSIONS | | |
| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
| Progressing sports bid with BoP requires firm proposal. Committee welcomes ideas at next meeting | ALL | 20/3/2018 |

WELFARE MATTERS

| DISCUSSION | <p>JM gave committee an overview of his role. He is fully up to date with ECB Safe Hands programme and attends regular refresher. He is concerned that he does not have the capacity to immerse fully in the activities of the club at all levels to be a proactive and fully functional Welfare Officer, but is happy to be a confident and competent point of contact should the club encounter welfare issues. His candour was appreciated and in the interim we fully accept the current situation with a commitment to make some changes where possible.</p> | |
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| 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 | 20/3/2018 |

MONEY MATTERS

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| DISCUSSION | NH reported indoor league fees paid to end Jan, league entry and DCB fees paid, insurance quote paid including 10% upswing. | | |
| | DM reported that having spoken to Gray Nicholls contact he had re-instated previous credit and that combined with current credit would give the opportunity to purchase a dozen club caps. | | |
| | NH reported that he had not met with P Dooker to conduct 250 club draws and that t was rescheduled for Thursday 22 nd . It was suggested that the “BIG ONE” be drawn at Quiz Night on 23 rd March. | | |
| | Club dinner reconciliation was complete resulting in 15 attendees who owed. | | |
| Club dinner and 2017 outdoor match fees need to be reconciled as a matter of priority | | | |
| ACTION ITEMS | | PERSON RESPONSIBLE | DEADLINE |
| Full list of debtors for NW – TBC | | NH | 20/3/2018 |
| Club Dinner debts to be resolved. | | JW / NH | 20/3/2018 |
| Reconcile outstanding match fees 2017 | | NH and 2017 Captains | 24/3/2018 |
| Procure club caps with Gray Nicholls credit | | DM | 24/4/2018 |
| Get link to club Gray Nicholls shop linked to the Poole Town CC website | | AM | 20/3/2018 |
| Full list of club members and list of 250 members to enable MA to target prospective number owners | | NH | 20/3/2018 |

PLAYING MATTERS

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| DISCUSSION | 1. Discussion regarding use of a “pop-up” net to encourage in season practice at Poole Park. Number of solutions raising from £100 to £3000. Committee agreed to move forward with low cost option requiring assembly and dis-assembly with the view it could be stored in scoreboard which would provide best availability and not require additional pavilion access. BP advised Baden-Powell have some roll nets which may be for sale and we await advice form them regarding price. This remains of interest to the club. | |
| | 2. Costs of boundary rope and marking fittings to be estimated to try and come to a resolution. | |
| | 3. NW advised Cricket Force was not being publicized and questioned whether we should get involved in order to achieve Jewsons credit. Committee felt it was not worth it. | |
| | 4. AP demonstrated Teamo app for availability management and also saw Team App used by Dorset over 50s. Discussion resulted in setting up a Team App for PTCC Committee to trial it. All committee members to follow instructions sent out by D Miller. | |
| | 5. Refreshing the pavilion pre-season discussion centred around dates in April, it is not anticipated that an open day will accompany it, but will target the Umpires changing room to make best use. | |
| | 6. Second XI scorer remains an unresolved piece of the playing fabric. | |
| ACTION ITEMS | | PERSON RESPONSIBLE |
| Procure “pop-up” net for Poole Park at approximately £200 | | DM |
| Promote the search for Second XI scorer via social media channels | | TR |
| Boundary rope and permanent square fittings costs investigation | | NH |
| Committee to embrace Team App as a trial | | ALL |

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| Committee members to encourage scorers to come forward. This action will stay on the agenda until resolved. Its an important part of the match day | All | 24/4/2018 |
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JUNIOR MATTERS

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| DISCUSSION | All Stars scheme registered and NW asked TR if he was able to support Joey Wormington in running. . 6 sessions between now and end April. | | |
| | NW talked of the fact that open day for juniors was not going to bring great benefit and was competing with a load of other activity. | | |
| | NW advised that next year indoor might need a 5 th team to accommodate playing needs of a group of current U14s. | | |
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| ACTION ITEMS | | | |
| PERSON RESPONSIBLE | | DEADLINE | |
| Confirm availability to assist in running All Stars | | JR | |
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SOCIAL MATTERS

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| DISCUSSION | 1. Quiz needs pavilion booking for Friday 23 rd March. NW to take this up when dealing with Angie Mason. | | |
| | 2. Table Tennis table prices coming in between £150 and £300. Committee felt that erring on the side of robust was good and that storage factors were very important. Also delivery needs to not be a concern. | | |
| | 3. 19 th May post game food to be promoted through Social Media channels | | |
| | 4. NH asked AM to advise committee of what sort of BBQ we would need in order to procure, remembering that storage is a key issue. | | |
| | 5. There will be a further newsletter, but not out of this committee. | | |
| | 6. JW thanked NH for making himself available to put a quiz together. Its not far away, so now all committee members are requested to get involved and fill the room !!!!! | | |
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| ACTION ITEMS | | PERSON RESPONSIBLE | DEADLINE |
| Get involved in quiz, get your teams together, fill the room. | | ALL | 20/3/2018 |
| Get table tennis table | | JW | 23/3/2018 |
| Promote food for 19 th May | | AM / TR | 5/5/2018 |

ANY OTHER MATTERS

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| DISCUSSION | <p>Discussion focused on Jo Pilley resignation. Impact is far reaching.</p> <p>NW and NH will assume responsibilities for liason with BoP over pitches and pavilion.</p> <p>AM will request user id and passwords from Jo for website to carry on editing</p> <p>DM will talk to Pete MacDiarmid about Playcricket player registration and scorecard upload</p> |
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| | <p>Tom Robinson has social media channel responsibilities</p> <p>Organisation of pre-season premier friendly is an urgent matter. DM and JW will talk to contacts at upper end of Dorset cricket. Ashmore were mentioned as a possible away friendly as were Dorset Over 50s and other League outfits.</p> <p>The Bob Massey friendly and Chairmans game are not so urgent. Will remain committee actions, but not as urgent.</p> <p>There were no other matters raised.</p> <p>Next meeting Tuesday 20th March Parkstone Club Parr St. 7:45pm</p> | | |
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| ACTION ITEMS | | PERSON RESPONSIBLE | DEADLINE |
| Bob Massey and Chairmans fixtures are not to be forgotten | | ?? | 20/6/2018 |
| Premier pre-season friendly options progress | | DM / JW | 20/3/2018 |
| Get User ID and Password for website | | AM | 20/3/2018 |
| Wimborne Evening League co-ordination and pitch bookings once fixtures showing | | ?? | 20/3/2018 |
| Speak to Pete Macdiarmid about player registration and scorecard upload through playcricket | | DM | 20/3/2018 |