

# Poole Town CC – Committee Meeting

## MINUTES

SEPTEMBER 25, 2018

8PM

PARKSTONE CLUB, ASHLEY CROSS

<b>TYPE OF MEETING</b>	Monthly committee
<b>CHAIR</b>	Nick Williams (NW)
<b>NOTE TAKER</b>	Andrew Milner (AM)
<b>ATTENDEES</b>	Nick Heckford (NH), Ben Pocknell (BP), Mark Allen (MA), Joe Wilson (JW)

## Agenda topics

### APOLOGIES AND OPENING REMARKS

DISCUSSION	AM received apologies from Pete Dooker, Dave Spencer, Dave Miller, Aaron Power, Tom Robinson		
<p>NW requested an open ended Action to accept minutes of each meeting as a true record.</p> <p>Where completed Actions will be removed. If they are still on the minutes, they are still live and require completing.</p> <p>AM to record here by exception if minutes are not agreed or accepted.</p> <p>.</p>			
CONCLUSIONS	Actions cannot be left hanging to “someone”. There will be a name attached and an expectation.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Committee happy to accept minutes as a true record of meeting		AM	On going

### PREVIOUS MINUTES AND MATTERS ARISING

DISCUSSION	Minutes from Committee meeting 20/2/2018		
All open actions were considered as an opening review.			
NW reports that contact with Steve Town of Whitecliff Sports Foundation was made. They have offered a place on their board however details of that commitment were not available and as such no volunteers were forthcoming.			
AM reports that DBS checks are complete for THeckford and DMiller and JWilson and CLeggatt and CRochford and in progress for BPocknell			
It was very briefly reported that no further action on working with BoP on pavilion lease had been undertaken.			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Meeting with BoP re: Pavilion lease arrangements on hold		None currently	No deadline
Contact Steve Town to understand Whitecliff Trust Board commitment		NW	30/11/2018

## CORRESPONDENCE AND ADMIN

<b>DISCUSSION</b>	There was no correspondence to review and all actions for previous had been completed.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

## WELFARE MATTERS

<b>DISCUSSION</b>	No welfare matters were discussed. Will need to be addressed more formally at AGM. Current strategy in place for compliance with Clubmark regulations, not a proactive commitment.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Welfare Matters poster for clubhouse	NW	30/11/2018

## MONEY MATTERS

<b>DISCUSSION</b>	<p>250 Club draw –  August - 1st prize P Warne 2<sup>nd</sup> A Milner, 3<sup>rd</sup> A King 4<sup>th</sup> B Curtis 5<sup>th</sup> S Barton  Sept - 1st prize M Talbot 2<sup>nd</sup> A R Milverton, 3<sup>rd</sup> B Dominy</p> <p>NH advised 2017 reconciliation has stalled due to other matters requiring attention. That getting the information of who was involved in the games was a sticking point.</p> <p>BP advised that he had the evidence of the 3s match fees and would be paying in shortly. NH happy to receive accounting evidence and the money to folloe</p> <p>Main discussion focused on sustainable financial model. Outline breakdown of outline cricket year was costed at approx.. £9,000 (Indoor and outdoor and nets). AM proposal was in line with junior model of monthly subscription priced to reward loyalty and availability. Committee responsibility would be to come up with an attractive package including (No match fees, Dinner ticket, Golden BBQ ticket, net practice) which could be sold at a price and split across 10 monthly direct debits. Would need marketing and commitment and of course management to ensure people were not abusing the system, but it had initial merit.</p> <p>It was agreed that something like this would need greater detail and acceptance at AGM as well as a planned changeover timescale.</p> <p>Using WiFi in pavilion to help with bar and food takings was discussed. There are products on the market which can be deployed. Need to understand fully our requirements and how much we are prepared to hand over for this service.</p> <p>i-Zettle and Sum up to be evaluated against ability to create product set for ease of adding up bills and payment through to account, reliability of device and link up to Tablet / Laptop, produce reports to assist stocktaking and auditing.</p> <p>Review of Teamo was undertaken. Committee welcomed the introduction and recognized there was much more to do in terms of refinement. In terms of information available to players, notifications and consistency amongst Captains / Team organisers reporting to it that fees had been made.</p> <p>How to guides need preparing to help in this regard.</p>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

How to guides to make our use of Teamo more consistent and efficient	DM / BP / NH	1/4/2019
Research Wifi payment options	NH / AM / DM	1/4/2019
More in depth look at financial membership model in preparation for AGM	AM / NH / NW	30/11/2018
3s Match fees reconciliation actions	BP / NH	30/11/2018

## PLAYING MATTERS

<b>DISCUSSION</b>	<p>Focused on award nominations for outdoor season 2018. A full list was not achieved but input received as follows</p> <p>1s POTY – Tie Joe Wormington, Badrul Alam  2s POTY – Not conclusive, though Chris Nutt and Aryan Mehta were most favoured  3s POTY – Mathew Hobbs  4s POTY – Crispian Stewart. Jack Matthews to collect and possible live link up  Young Player – Aryan Mehta  Performance – Awaiting Casting vote from DM  Clubman – Joey Wormington</p> <p>Nets will be booked at Carter Community starting on week commencing 4<sup>th</sup> February 2019 – either Wednesday or Thursday</p>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Complete list of awards	DM, NW	30/1/2018
Carter Community nets booking completion	NW	30/11/2018

## JUNIOR MATTERS

<b>DISCUSSION</b>	<p>AM advised that an approach had been made to use Poole Park on the last term Friday of July 2019 and that as this was the day of the very successful All Stars event in 2018 PTCC should consider booking a time that suits for a repeat attempt</p>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Contact JW about All Stars 2019 use of Poole Park	NW	30/10/2018

## SOCIAL MATTERS

<b>DISCUSSION</b>	<p>Club dinner being publicized and managed through Joe Wilson.  Quiz to be organized for March / April 2019.  Not much take up from 1s / 2s reported for dinner – J Wilson to target that group</p>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

Publicise Summer Sizzler	AM, TR, JW	20/7/2018
Publicise Junior Park event	TR, NW	20/7/2018
Organise Tour Match with Caterham CC (Pitch booked)	Badrul Alam	22/7/2018

## ANY OTHER MATTERS

DISCUSSION	NW reported that an apology and donation to Symene Cricket Club would be made following our 4s no show for the last game of the season. Committee were fully behind this act and need to ensure that this cannot be repeated.		
	Chairmans Game went very well, great turn out and use of bar / food / BBQ.		
	MA advised that 250 Club poster for Bricklayers was drafted and now needed some help with publication. NW apologized for not getting to this.		
	NH raised that Pavilion and scoreboard needed some TLC. AM also wondered about the possibility of investing in pop-up gazebo style cover for scorers and a mobile scoreboard containing necessary information might be possible, using the Score Box itself then as a storage facility (accepted and in keeping with park look and feel).		
	There were no other matters raised.		
	Next meeting Tuesday 30 <sup>th</sup> October – Conservative Club, Parr Street 8pm		
	Items for agenda in addition to Actions, Correspondence etc...		
Club Dinner review			
AGM Preparation – agenda, notification, venue, date			
Subscription model – more detailed proposals			
<b>ACTION ITEMS</b>			
Arrange next batch of committee meetings		AM	On going
Provide computer support for production of 250 Club poster for Bricklayers		NW	30/10/2018
Donation to Symene		NW / NH	30/10/2018
Scoreboard alternatives for Park – ideas		All	30/10/2018