

**Minutes of the St Ives Hockey Club Management Team on 20 August 2009  
St Ives Outdoor Centre 7.00 pm**

**Present**

Sandra di Lustro  
Simon Fairhall  
John Foxcroft  
Andy Land  
Simon Penney  
Kishor Shah

**Apologies**

Graeme Hammond  
Ben Scarrow  
Julie Slater  
John Tudor

		<b>Action</b>
<b>1</b>	<p><b>Matters Arising from Club Executive Team Meeting held on 20 July 2009</b></p> <p>Club Policies - SF to arrange copies on Club noticeboards/issue to appropriate Club coaches</p> <p>SF to work through the accreditation process.</p> <p>Community Coach – SF to contact Will Tomsett about Friday Academy. If Will is not able to do this then Alyn Meredith will pick up this session.</p> <p>Sports Physio – SF reported on the information he obtained from the Montagu Clinic based in St Ives and 1 day a week at Pidley. Special rates of £35 for the first consultation then £25 for further consultations. There is a possibility of running an introductory session for the 1<sup>st</sup> team squads on a Wednesday evening and the opportunity to attend the Club Day.</p> <p>JS to compare her findings and then CMT to agree provider.</p> <p>Indoor inter club tournament. SdiL queried if 3 January is a good date – JS to consider.</p> <p>Kit Inventories – SF/JT to forward the Junior copy to SdiL. AL to confirm to KS if Men require any replacement kit. SdiL updating inventories with new purchased kit.</p> <p>Kit Cupboards – Meet at the Outdoor on 26 August to rearrange kit cupboards. AL confirmed Rav will help with GK kit check. AL/SP to purchase shelving unit.</p> <p>Barracudas banners – SF is trying track them down.</p> <p><b>Matters Arising from AGM 18 April 2009</b></p> <p>Constitution – SF to pass a copy to BS for the Website.</p> <p>Vacant positions - SdiL reissued an email looking for volunteers which has proved worthwhile as interest was shown in the Press Officer role with Aaron Singh taking this on. The remaining vacant positions will be filled when the season starts.</p> <p>CRB Checks – After a discussion it was agreed that all those involved with working with children need to go through to the vetting and banning procedure (Coaches at Mon, Wed and Fri training sessions, all Captains) SdiL/SF to take the necessary steps.</p>	<p>SF</p> <p>SF</p> <p>SF</p> <p>JS</p> <p>JS</p> <p>SF/JT AL/SdiL</p> <p>AL/SP</p> <p>SF</p> <p>SF/BS</p> <p>SdiL/SF</p>
<b>2</b>	<p><b>Reports</b></p> <p><b>Treasurer</b></p> <p>JF reported that last years Accounts have been finalised and have been checked and agreed with SP. JF to check final accounts are on the website.</p> <p>In respect of imminent costs the East Fees are £75 (invoice received) and Cambs League Fees (awaiting invoice). JF confirmed that Insurance is due for renewal.</p>	<p>JF</p> <p>JF</p>

	<p>JF issued a preliminary budget for 2009/10. The expense levels agreed at the AGM have been checked and it was agreed they would remain as:</p> <p>Petrol – 18p per mile, Teas - £20, Umpires - £5  Coaching costs were agreed as:  Volunteer coaches - £10 per hour  Simon Shorter and Alyn Meredith - £15 per hour</p> <p>Simon will run the weekly 1<sup>st</sup> squad session 2 hours on pitch and 1 hour whiteboard.</p> <p>Alyn will run the Club session 2.5 hours on Monday and possibly Academy if Will is not around.</p> <p>The purchase of the new shirts, shorts/skorts and socks will wipe out the equipment reserve and some of the free balance leaving £2,500</p> <p><b>Ladies Club Captain</b>  SdiL queried what rates applied for the Ladies 4<sup>th</sup> team where there may not be a full season of games and it was agreed full rates for subs and match fees.</p> <p><b>Men’s Club Captain</b>  AL reported that the 1<sup>st</sup> team had played some friendly games in August which have been self funding.</p> <p>BS reported through AL that the Monday fitness sessions are well attended, worthwhile and again are self funding – possible profit making!</p> <p><b>Mixed Captain</b>  Nothing report</p> <p><b>Junior Officer</b>  Nothing report.</p>	
<p><b>3</b></p>	<p><b>Training</b>  Issues raised by Ladies about the timings of the Wednesday 1<sup>st</sup> squad training sessions. SF will call a meeting to discuss with Ben and Vicky.</p> <p><i>Outside meeting it was agreed that the following schedule would be followed (SdiL has made amendments to pitch booking).</i>  7.00 – 7.30 ladies board session and warm-up  7.30 – 8.30 ladies pitch  8.30 – 9.30 men’s pitch  9.30 – 10.00 men’s board session</p> <p>SF/JF to meet regarding the Junior Development Coach/Manager role.</p>	<p>SF</p> <p>SF/JF</p>
<p><b>4</b></p>	<p><b>Social Events</b>  SP confirmed the following has been arranged</p> <p>Picnic event on Saturday 29 August on the Meadow next to the Dolphin Hotel along with fun games (football/cricket etc).</p> <p>Club Day – 5 September – Pitch booked 1200 – 1600 hrs. Hockey Tournament with mixed teams. KS to email members and ask them to confirm if they wish to take part with JS/AL. SP agreed to supply/prepare food picnic/buffet. BS had offered to help – team selection/running of the day. Agreed £5 match fee for all.</p> <p>Club Day – 10 April 2010 (SdiL to book the pitch)</p> <p>End of Season Dinner booked at Cambridge Golf Centre at Hemingford 7 April 2010</p>	<p>KS/JS/AL  SP/BS</p> <p>SdiL</p>

5	<p><b>Website/Database/Phantasy Hockey</b> BS has confirmed the Phantasy Hockey Competition to check interview for this season.</p> <p>SdiL/BS to meet to run through Website/Database</p>	<p>BS</p> <p>SdiL/BS</p>
6	<p><b>Kit Order</b> KS confirmed that a further supplier (Kukri) came to light just before the order was placed with Zoti and this Company are UK based, they will handled the ordering process for us and there is little in the price between Zoti (£7200 + £720 carriage) and Kukri (£7237) It was agreed that we should proceed with Kukri order the Ladies 1<sup>st</sup> sponsored shirts first. KS to place order.</p>	<p>KS</p>
7	<p><b>External Reports</b> Outdoor Centre – the Centre is being refurbished over the next couple of months which includes the provision of new noticeboards for all Clubs. SF and SdiL met with Michael Knights and confirmed that we would not happy with this as the noticeboard was donated by Tony Goulding and we wish to retain it. Also we were not happy with the repositioning of the board to the corridor which leads out the pitches. Our proposal was to split our board and reposition on the wall opposite the Squash Court entrance – this has been accepted by the Centre.</p> <p>SF to arrange for the noticeboard to be split so it is ready for repositioning.</p> <p>Sponsorship – KS has collected sponsorship from the Montaz £150 and the Sultan (£50).</p> <p>Clubmark – SF progressing with this.</p>	<p>SF</p> <p>SF</p>
8	<p><b>August Tasks</b> <b>Membership Letter</b> - SF to compile ready for the Club Day.</p> <p><b>Notes to Captains</b> – AL has a prepared script which he will forward to SdiL/JS.</p> <p><b>Keys to Kit Cupboards</b> – SdiL to collect in from Ladies Captains/Simon Shorter</p> <p><b>Standing Order Form</b> – KS to update</p> <p><b>Membership Forms</b> – Juniors need additional information SF to supply to KS. SdiL/BS to look at database.</p> <p><b>Database</b> – BS to create the option of archiving data when players are no longer active members.</p>	<p>SF</p> <p>AL/SdiL/JS</p> <p>SdiL</p> <p>KS</p> <p>SdiL/BS</p> <p>BS</p>
9	<p><b>Development Plan Objectives</b> The objectives were reviewed – gaps closing with the Mens 2<sup>nd</sup> team and the Ladies 1<sup>st</sup> training is now on par with the Mens.</p>	
10	<p><b>Any Other Business</b> SdiL was asked to update our information on the HDC and Cambridgeshire.net websites.</p>	<p>SdiL</p>
11	<p><b>Meeting closed at 8.15 pm</b> Next meeting – Thursday 24 September – Club Executive Team.</p>	<p>SdiL</p>