



**Cambridgeshire Archery Association**  
**22 October 2018**  
**Huntingdon Town Football Club.**

### Attending

George Sykes, John Gorman, Philip Watson, Kevin Streeter, Gill Millward, Linda Peach, Richard Brasher, Paula Langton.

### Apologies,

Steve Millward, Mary Watson, Amanda Bakewell, Jack Atkinson, Stephen Dace, Simon Matthews.

### Notes of the previous meeting

The notes of the last meeting (3 September 2018) were approved.

### Matters arising

- PW indicated he would discuss the lack of ARU information with James Cudmore. PW reported this has been done and delegated to a colleague to complete, the details will be submitted by end of November.
- **JA indicated he would pass on the numbers from University of Cambridge. JG reported this item is still outstanding.**
- PW indicated he would send out additional information about the ATC including links to the YouTube video. PW reported this item has been completed and JG has forwarded the information to club secretaries.
- **PW requested Chair and Secretaries to advise CAA who their coaches are** so they can be added to a mailing list. PW reported no responses have been received to date, GM indicated coaches who have been renewed recently are not appearing on the list.
- PW to discuss website account access. PW reported he has website access and has been uploading information, advertising shoots etc.
- KS reported donations rather than flowers were requested for Chris Jones funeral but has not yet received details.

### Reports

#### *Chair*

PW reported he and PL attended the September SCAS Council meeting in London. The primary focus of the meeting was the discussion of the use of SCAS funds to support a Development Officers role. A number of concerns were raised at the meeting regarding the example contract. Arran Coggan indicated the distributed paper was a stock AGB contract and the final contract will be modified e.g. location of work will be within the SCAS region. The variation in responsibility clause will stand and the line management concerns raised were not changed. However, the Development Officers project workload will be partially defined by the SCAS Council. SCAS holds significant funds which are not being used for the members benefit and the decision was made to support a 3-year contract. The Council agreed the post and increased the funding provided for it. It is appreciated by the Chair

this role is experimental and will be reviewed if required. Documents for the role are being written by Katy Lipscombe and Alex Purser who will also be on the interview panel.

#### *Vice chair*

GS provided a verbal report for the End of Season shoot held at Parkfield. The shoot went exceedingly well, was well attended and well organised. The only item of note was the medals were given to teams rather than individuals, which will be rectified.

#### *Webmaster*

No report at this meeting.

#### *Secretary*

Report provided by John Gorman

- **JG requested clubs provide records of past County Champions along with archers who have represented the county**, where known, to assist with building a more comprehensive record.

JG indicated information is being added to the website, improved content includes the EGM and AGM minutes and event details where they have been provided. JG highlighted input from archers/clubs will be required to make the website work.

- **Parkfield Archers were requested to provide an event report for the End of Season shoot for publication.**

#### *Treasurer*

Report provided by John Gorman.

The figures submitted to the meeting were the financial position on 6 October. The current balance is standing at approximately £8,400 however some affiliation fees are still coming through with 7 clubs still to pay. Cambridge University Bowmen have paid but the CAA has not yet received the list of members as previously agreed.

JG reported the final membership figure for 2017/8 was 718 members (excluding Anglia Ruskin University).

#### *Team Manager*

Report provided by Stephen Dace.

- **JG reported the document on team selection is to be distributed to club secretaries for comment.** Please could any comments be returned directly to Stephen Dace. JG indicated Jolly Archers had reservations to be considered, indicating the process might be a little bureaucratic which may put people off.

JG indicated there are no planned matches as yet, and unfortunately the indoor match with Bedfordshire was not able to be arranged. Discussions about matches for 2019 are ongoing.

JG indicated training camps for archers for the county team including assisting developing archers to gain experience are being planned.

PW and JG indicated they would like to be in a position to vote on this item at the next Executive meeting.

### CCO

PL announced Philip Watson has passed his Senior Coach qualification and he was congratulated by the members.

PW reported he is working on making the arrangements for the next coaches meeting.

PW indicated the county has another Level 2 coach, David Pilsworth from Netherhall Archers has recently passed the course. In addition, there are at least two other county members currently taking part in a Level 1 course.

PW reported he has recently attended a session at Lilleshall for potential coach educators. The attendees have been invited to apply for a limited number of places and the interviews will take place later in the new year with the successful candidates going through an induction process to be able deliver content from September 2019. There are potentially 2 coach educators from within the county who may go through this process.

PW reported potential changes to the L1/L2 courses which are still in discussion at AGB. The project is being led by Hannah Bussey and Lloyd Brown. Any existing courses and qualifications will remain valid and the proposed changes should not be seen as a barrier to development.

### PRO

No postholder.

### Records officer

Report provided by Jack Atkinson and delivered by JG.

JG reported Tournament Organisers have been requested to print off the County records to assist archers in claiming a record in a timely manner.

JG indicated SCAS are updating their records and need to know when and where the record was set. This data is not usually held by CAA and many mean some historic records may be lost.

JG indicated the current County Record Claim Form asks for the score sheet to be submitted. Jack Atkinson has put forward a proposal to amend the form to allow a copy of the official tournament results and/or link to the results to be allowed as confirmation.

The members discussed the proposal and **voted unanimously** to retain the requirement the submission of the score sheet is always required, although a photo of the signed sheet would also be permitted in line with the SCAS procedure.

- **JG agreed to send a reminder to club secretaries that score sheets will be required for county record claims.**
- Members agreed to **amend the County Records Claim Form to add the signature of a club executive**, which will need to be provided in addition to the score sheet for a record shot on target days only.

### CPO

PW confirmed Simon Matthews has indicated there is nothing to report at this meeting.

## Other items

### CAA Privacy Policy

JG indicated this matter was originally raised from a request for an individual's name to be removed from the county records. JG is seeking approval at this meeting from the committee to draft a CAA Privacy Policy which is to be distributed for comment and submitted for approval at the next EGM.

**Agreed** by all members present.

### SCAS Junior inter-counties proposal

JG reported there has been a proposal submitted for running a SCAS Junior inter-counties tournament in 2019 for which they are seeking a response from counties. The proposal is to be submitted to the January SCAS Council meeting.

PW indicated a concern about removing the gender element for all age groups. There would be a gender difference in performance for the higher age groups which would not be significant in the Under 14 age category. The proposed format would be very familiar to performance pathway archers which could increase the popularity of the tournament.

- **Members to send concerns to JG to be summarised and sent off to Christopher Fletcher Campbell.**

### CAA Indoor Championships – Trophies

JG indicated the County is short of trophies for the County Indoor Championships and provided information to the group on entrants and whether a trophy is in existence. JG is submitting a proposal seeking donations or to purchase trophies for individual adult categories and team trophies.

PW suggested seeking donations for the team trophies and whether the juniors would prefer a resin trophy they could keep instead of a medal.

Members **agreed** the purchase of trophies for the senior bare bow/ long bow categories and seeking a donation for the required team trophies.

- **PW agreed to seek the opinion of junior archers at Peacock and Netherhall and whether they would prefer medal or trophy.**

### Online booking seminar

PW is proposing arranging a seminar to introduce the Eventbrite booking system to interested members of the CAA. The system can be used for tournaments, events, target day shoots and can include money collection in several formats to make payment easier for the attendees. PW indicated there is a shift away from paper forms to online entry for competitions. The seminar would be intended for Tournament Organiser's, Club Secretaries, Records Officers etc. but would be open to all. It would be a one/two hour seminar on our experiences.

Members **agreed** to go ahead with the seminar.

### AOB

JG reported an email has been received regarding an indoor inter-counties archery league, which is based on expanding the Herts/Beds postal Portsmouth league with the addition of a face-to-face 'final' at the end. JG indicated has sent a copy of the information to Stephen Dace. Members discussed the proposal and **agreed** CAA would be interested.

- **JG agreed to reply indicating the CAA are interested and will seek further details.**

[Next meeting](#)

14 January at 7:30pm, Huntingdon Town Football Club.

**Minutes approved 14<sup>th</sup> January 2019**