

Cambridgeshire Archery Association Annual General Meeting

Monday 27th June 2016

Huntingdon Football Club, Jubilee Sports Field, Kings Ripton
Road,
Huntingdon, Cambs PE28 2NR



Minutes

Present;		
Philip Watson – Chair (Netherhall/Peacock Archers) – PW		
John Gorman – Treasurer (Jolly Archers) - JG	Mary Watson- CCO (Peacock Archers) - MW	
Dianne Searle Secretary (Invictus Bowmen)- Di	James Curtis (City of Cambridge Bowmen)	
George Sykes (Invictus Bowmen)	Paula Langton (Netherhall Archers)	
James Fletcher- Records (Jolly Archers)	Steve Johnson (Ely Archers)	
Steve Millward (Archery GB)	Andrew Nightingale (Netherhall Archers)	
Gill Millward (Archery GB)	John Hoare (Jolly Archers)	
Steve Darby-Smythe (Pathfinder Bowmen)	Luke Tunmer– VC /Webmaster (Netherhall Archers) LT	
J Searle (Invictus Bowmen)	K Streeter (Invictus Bowmen)	
1 Apologies for absence		
	Helen Curtis –Bridges (Ramsay Ravens), David Gayle (Jolly Archers), Sian Thomas, Simon Matthews(Pathfinder Bowmen) All from CUB's(Cambridge University Bowmen)	
2. Agreement of Last Minutes		
	<p>First of all the PW and the entire committee wished to express their heartfelt thanks to Paula Langton, who had created such in depth minutes from her personal notes taken at the last AGM 2015.</p> <p>JG did request a slight alteration on section 8.1 which Di was able to alter prior to meeting so the minutes we are agreeing stand correct.</p> <p>Proposed – James F Seconded – John S Unanimous agreement.</p>	Many thanks Paula
3. Matters Arising		
	<p>It was pointed out that these last minutes saw the new committee created and therefore begin to establish Cambridgeshire as a county.</p> <p>There have been all the bare minimum changes made to the constitution and agreed. JG and PW requested that LT ensures most up to date constitution is available on website.</p> <p>PW took this opportunity to thank everyone on executive committee for being part of bringing the County back from the brink of folding. He extended special thanks to JG as treasurer and Di as secretary. We also took the opportunity to thank PW for an excellent job as Chair.</p>	LT
4 Committee Officers and Post Holders Reports		
4a	Chair - Philip Watson	
	The last year has been one of consolidation following	

	<p>some significant changes within the County. I'd like to personally thank everyone in the team we assembled for their effort, dedication and support as we've worked to bring the County back from the brink. Particular thanks to John Gorman as Treasurer (a role he has fulfilled with dedication and skill), Paula Langton who stepped in to take meeting notes while we found a permanent Secretary and Di Searle as Secretary who's cheerfulness, diligence and organisational abilities have ensured that I've been kept on the straight and narrow and the County well informed.</p> <p>Highlights of the year for me include another successful County Indoor championships (thanks due in spades to Jolly Archers and their team) and Netherhall Archers for hosting our Outdoor Championships and doing it with skill and efficiency.</p> <p>Although we lost one club (Parkfield Archers) to Norfolk we've gained two new ones in the form of Invictus Bowmen (Peterborough) and Peacock Archers (Bottisham). I'm sure everyone will join me in wishing them every success as they grow and develop their clubs.</p> <p>Together, we've made a great start in stabilising the County. Our task now is to help develop strong clubs with opportunities for archers of all ages and abilities to grow in the sport. Key to this I believe will be coaching and I'm delighted to see that the County coaching group is back up and running with a great programme of meetings and events. I would urge all coaches within County to get involved and add their skills to those already engaged in coaching activities for County.</p>	
<p>4b</p>	<p>Treasurer - John Gorman (*Financial Statements Attached Appendix A and B.) 1 April 2015 - 31 March 2016</p> <p>Action Taken in Period:</p> <ul style="list-style-type: none"> • The bank signatories to the CAA bank account were updated during the year to show the newly appointed Chairman, Secretary and Treasurer as signatories. Following the subsequent co-option of Dianne Searle as CAA Secretary the account details have been revised accordingly. • The CAA accounts for 2015/16 financial year were audited again by David Gale (Jolly Archers). I am very grateful for his prompt turn round of the accounts. The auditor recommended a revision to the accounts to include a payment made out, but not issued, to Parkfield Archers in respect of their invoice for holding the 2015 End of Season Shoot. The revised accounts are shown in Appendix A. • The Executive Committee decided at their meeting in September 2015 that the Beginners Equipment purchased during 2014 should be offered for sale to the clubs 	

	<p>within the County. Only one bid was received and the bows were sold to Jolly Archers. The £200.00 received for the equipment is shown in the accounts under “Other”. Although the revised figures shows Income exceeded Expenditure by £543.56, this is not a true reflection of the activities undertaken by the Committee during 2015/16. The figure includes £614.35 that was transferred into the account by the Coaching Group. If that figure is excluded, there is a deficit of £70.79 for the year.</p> <ul style="list-style-type: none"> • The Cambridgeshire Archery Coaching Group have closed their bank account and transferred the balance to the CAA account where the funds have been ring-fenced for coaching group activities. The year end status of the Coaching Group funds is shown at Appendix B. • 2 new clubs affiliated to the County during 2015/16 – Invictus Bowmen (including Invictus Bowmen – Disabled) and Peacock Archers. Unfortunately, Parkfield Archers (and Parkfield Hotshots) decided to affiliate through Norfolk County Archery Association for the 2016 membership year. Current memberships stands at 433 adults and 133 juniors. A total of 566 members, 23.5% of whom are juniors.
<p>4c</p>	<p>Secretary - Dianne Searle CAA Secretaries Report; AGM 2016 - So far, so good. Great support from Philip and John, in fact from everyone on the committee – Thank you all. Happy to continue on current basis. Apologies if I get technical stuff wrong.</p>
<p>4d</p>	<p>Vice-chair Report - Luke Tunmer - June 2016 - Nothing to report; Chair’s report covers the necessary information.</p> <p>Webmaster Report - Luke Tunmer - June 2016 - Website. We suffered a major outage a few months ago when our provider (123-Reg) erroneously deleted thousands of their customer machines with a buggy script. This made national headlines, but we were still left without a website and without any email forwarding. Their communications to the affected customers was ambiguous at best, and I was left for a week being assured that they could recover the machine image intact. Eventually they conceded that they could not.</p> <p>I therefore had to go through the process of a manual recovery. It turns out that we had no data loss on the website, but the email aliases database was all gone, and they needed to be re-created by hand. I have moved the machine to a different provider, and added more of the machine state to the backup dataset (now at a different provider from the machine itself). Since then things have been running smoothly again.</p> <p>- Email. The email bounce problems seem to be diminishing. Many email providers run blacklists of spammers, and it can prove to be quite difficult to get off a list once you get on it.</p> <p>I have made the criteria for our own spam detection a little more stringent, but some will inevitably still get through.</p> <p>- Twitter has been used effectively for a while, but I have to admit that it has tailed off in the past few months. It would be great if other clubs could use the @CamsArchery tag if they use Twitter as part of their communication or publicity efforts.</p>

4e	Shaun Jacobs - Team Manager	
4f	<p>Records Officer Report - Luke Fletcher There have been 24 records claimed in the last year, these were for:</p> <p>Ladies Compound: American, Western, Long Warwick, WA 1440 (L), 70m distance, 60m distance, 50m distance, 30m distance, Bray 1, Portsmouth, Double Portsmouth, Stafford, Vegas, WA18m</p> <p>Gents Compound: American, York, Short Metric, 90m distance. Bray 1, Vegas</p> <p>Gents Longbow: WA 70m</p> <p>Junior Gents Recurve: WA 60m</p> <p>Junior Ladies Barebow: Portsmouth, Double Portsmouth</p> <p>LT also advised that he did not, as yet have the recent County Champs results but understands there was a new record LB score. LT explained that if he remains in post he would like to introduce a new scoring system that results in people only being able to claim a record if shot within a recognized competition. This will go to next exec meeting.</p>	Di - agenda
4g	<p>CPO - Simon Matthews PW was able to report on SM's behalf that there were, happily no Child Protection issues at all in County. PW also made us aware that SM has attended all Archery GB recommended Child Protection courses.</p>	
5 Approval of CAA Subscriptions 2016/17		
	<p>Proposed CAA Fee increase agreed by Executive Committee 18th April 2016.</p> <p>£2.50 Adult, £1.50 Junior - £12.50per junior club</p> <p>£75.00 per university club and £0.00 for disabled club.</p> <p>Carried unanimously by committee.</p> <p>These fees are to be increased to invigorate our County Squad and Improve Coaching facilities for <u>ALL</u> Archers.</p> <p>JF queried if all clubs will merge into one and therefore do we still need junior club fees stated. JG confirmed that there are still some junior only clubs choosing to remain, such as Wisbech Grammar School.</p>	

	<p>SJ queried if this increase was necessary within current climate and with the fact that Archery GB have changed their system and now disabled archers pay and all fees have increased. It was noted that SCAS have chosen to keep their fees as they are 2015/16 for the coming 2016/17 year.</p> <p>PW and JG reminded the membership that this increase had been decided at the last executive meeting. It had been decided to increase after the fees were reduced dramatically in 2011 from £5 to £2 and had not increased since then despite inflation. The overall income profile over the years has been one of no profit but equaling minimal expenditure. However the rejuvenation of County means we need to invest in trophies, coaching etc to improve morale and motivate our members.</p> <p>PW reminded us that we could question if the increase was enough to support the county squad and all the County coaching needs. MW pointed out that we do not need to go into negative balance before we consider asking members for more money, better to do it slowly and steadily. GM pointed out that compared to many other counties our fees are cheap as most charge minimum £5.</p> <p>SJ asked if there were budgetary forecasts for expenditure and how this was agreed. PW and JG reminded us all that we are a newly invigorated committee and so have really begun from scratch on ensuring we have this in place. It will be decided and discussed in detail at the next meeting.</p> <p>PW proposed the new fees agreed, JG seconded the motion.</p> <p style="text-align: right;">15 for the New Fees 0 Against 2 Abstentions</p> <p style="text-align: center;">Motion Carried - CAA new fees</p>	
6	Election Of Officers for Cambridgeshire Archery Association (CAA)	
	<p>PW reported we had received some nominations for posts :-</p> <p>Chairman - Philip Watson - Nominated Di Searle, Seconded by John Gorman</p> <p>Treasurer - John Gorman - Nominated David Gale, Seconded by Richard Bowles</p> <p>Secretary - Dianne Searle - Nominated John Gorman, Seconded by Philip Watson</p> <p>CPO - Simon Matthews - Nominated Philip Watson, Seconded Di Searle</p> <p>All these posts were voted</p> <p>Members Voted For: 17</p> <p style="padding-left: 40px;">Against: 0</p> <p style="padding-left: 40px;">Abstentions: 0</p>	

	<p>Motion Carried</p> <p>PW then asked each officer in turn if the would be prepared to remain in their roles.</p> <p>Vice-Chairman - Luke Tunmer Records Officer - James Fletcher Team Manager - Shaun Jacobs (<i>Shaun has agreed to remain in role since the AGM so has resumed this position</i>) Webmaster - Luke Tunmer County Development Officer - remains vacant</p> <p>All these posts were voted Members Voted For: 17 Against: 0 Abstentions: 0</p> <p>Motion Carried</p> <p>County Coaching Officer - will remain a shared role divided into 3 parts covered by John Searle (Coach Education), Mary Watson (Administration), Philip/Mary Watson (Archer Development).</p>	
<p>7</p>	<p>Just a quick word from the acceptance of Netherhall hosting the End of Season Shoot. This will be on 24th September. A closed County shoot Eventbright online booking system - this will allow people to choose categories. FREE ENTRY - short metric rounds to encourage novices, juniors etc. We must encourage lots of people to enter and have a try at a tournament. They also need volunteers to help.</p>	
<p>8</p>	<p>Meeting closed at 8.12pm (world record timing)</p>	

Next Meeting 25th July 2016

At: Huntingdon Football Club, Jubilee Sports Field, Kings Ripton Road, Huntingdon, Cambs PE28 2NR

Early start 6.30 pm for 7pm start prompt!

***2 attachments**

Appendix A

2015/16 Financial Year

I attach below the audited end of year Income and Expenditure Statement for the Cambridgeshire Archery Association.

Balance brought forward as at 1 April 2015

£6,551.72

Income

Affiliation Fees	£2,339.50	
Shoots	£190.00	
Coaching Group	£614.35	
Coaching Fees	£344.00	
Other ¹	£241.00	
		£3,728.85

Expenditure

Payments to SCAS	£1,171.50	
Affiliation Fee Refunds	£68.50	
Shoots	£1,031.94	
Committee Expenses	£89.35	
Room Hire	£214.00	
Coaching Group Room Hire	£260.00	
Previous Years Creditors	£350.00	
		£3,185.29

Profit/Loss 2015/16

£543.56

Cash Book Year End Figure

£7,095.28

Bank Statement as at 31/3/2016

£7,473.65

Unpresented cheques from before 2013/14² £25.00

Unpresented cheques 2015/16³ £353.37

Available Funds

£7,095.28

- 1 This includes £200.00 received from the sale of the beginners kit; £40.00 for the refund of a Paydraft issued in error; and a £1.00 donation.*
- 2 These cheques are at least 3 years old. The amounts will be written back into the accounts in 2016/17.*
- 3 This includes the invoice from Parkfield Archers for £203.12*

Appendix B**Coaching Group Funds as at 31 March 2016**
(All money is included in the above Income and Expenditure Statement)

Coaching Group Income		
Coaching Group Initial Deposit	£614.35	
Coaching Group Fees	£344.00	
Total		£958.35
Coaching Group Expenditure		
Room Hire	£260.00	
Fees	£0.00	
Total		£260.00
Available Coaching Group Funds		£698.35