

## MINUTES OF THE COMMITTEE MEETING HELD ON THURSDAY 13 SEPTEMBER 2018 AT 6.00 PM AT PONTEFRACT SQUASH CLUB

PRESENT: Mike Clemson (Acting Chair), Peter Keen, Steve Ridge, Nicky Horn,  
Mike Robinson, Richard Antcliff and Matt Stephenson (part)

APOLOGIES: received from Robert Field, Gill Choyce and Mark Shipley

MINUTES of the meeting held on 19 June 2018 were approved

RECORD of the discussions at the meeting held on 18 July was noted, although not as an AGM, since the meeting was inquorate. It was suggested that consideration could be given to reducing the number of attendees required for the AGM to be quorate in the Constitution

### FINANCE

The audited accounts for 2017-18 had been circulated and were approved, with thanks to Peter Keen and to Robert Field for undertaking the audit. There was some discussion on our financial strategy in relation to increasing our sources of income, and on whether we should consider employing a paid worker, and for what purposes. Concern was expressed about the lack of communication with the North East Regional Forum, especially in relation to the allocation of regional funds made available by England Squash. Mark Shipley would be asked to follow this up

Peter tabled a draft budget for 2018-19. It was agreed to add £1k for junior squads and £1k for subsidising coach training courses. Mark Shipley would be asked to submit proposals and costings for coach CDP

It was agreed that the signatories to the National Westminster Bank account should remain the same for the time being

In his Auditor's report, Robert Field, having reviewed the accounting processes, was happy to say that everything is in order. He had again, however, drawn attention to the need to change to an electronic system for handling the accounts, especially if funding increases both in size and complexity, and therefore the need to consider succession planning. This would be considered by the Hon. Treasurer, and will be left to the next County Treasurer. Assistance on establishing an electronic system was offered by Richard Antcliff



## AREAS OF RESPONSIBILITY

It was noted that, since Marc Thomas' withdrawal, a number of people had offered to take on tasks which he had previously performed. The full list of areas of responsibility was approved with thanks to all. Matt Stephenson indicated his agreement to be proposed as Chairman at the AGM

## YORKSHIRE LEAGUE

It was noted that YL team players must be members of England Squash, either directly or through an affiliated club. Richard Antcliff advised that they do not need to activate their membership, although failure to do so would mean they did not qualify for ES insurance cover and their results would not be fed in to SquashLevels

Richard Antcliff offered to assess the level of interest in a County Racketball league

## MAILING LISTS

The two Mike's had divided the overall mailing list compiled by Marc Thomas into a number of specific headings to enable clearer communication with each sector of the squash community in Yorkshire. With reference to the list of venues with squash courts, it was agreed that we should seek to identify an up to date contact at each one, with an email address and telephone number and the number of courts, who gives a commitment to read and respond to communications from Yorkshire Squash. Mike C would do an initial mailing to the venues mailing list asking for updated contacts, and would circulate the list to all Committee members for their assistance with venues known to them

## SUPPORT TO COACHES

Nicky and Peter updated the meeting on the continued compilation of an up to date list of the active coaches in Yorkshire, including membership of England Squash and DBS clearance information, and reviewed the current situation as regards Coaches courses being held or planned in Yorkshire. It was agreed that we would only offer funding to coaches who are members of ES or who meet the requirements of a registered coach as regards having passed a recognised coaching course, DBS checks, First Aid Certificates and Insurance cover. Kevin Stewart at ES would be consulted about a Level 2 course at Wakefield

## LEGAL AND CONSTITUTIONAL MATTERS

- (a) It was agreed that the Unincorporated Association known as Yorkshire Squash and Racketball Association should be dissolved, and its assets transferred to the Charitable Incorporated Organisation with the same name
- (b) It was agreed that the initial members of the CIO would be those venues with squash courts who are currently affiliated to England Squash
- (c) It was agreed that Marc Thomas, having not attended meetings for a period exceeding six months, should be removed from the list of Trustees, and that Mike Robinson should become a Trustee in his place



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- (d) It was agreed that the reconvened AGM should take place following the next Committee meeting, and that members of the Committee would make every effort to ensure there is a quorum at that meeting

## GENERAL BUSINESS

- (a) Jayne Robinson had reported that she was in touch with England Squash about her registration as County Welfare Officer, and was ready to do another circulation to clubs when appropriate
- (b) It was agreed that Robert Field's title be that of Compliance Officer
- (c) It was agreed that we should compile a Calendar of Yorkshire events to complement and extend the ES Calendar of Competitions and Events, and make it available on the website
- (d) Mike Robinson was gathering material for what it was hoped would be the first of a regular newsletter, to be distributed through our various mailing lists. He was also updating the website and the Yorkshire Squash template to accord with the change to our legal status and compliance with Data Protection requirements
- (e) It was agreed that the list of members of the Committee who are registered with England Squash as Administrators ie to be able to access the county dashboard on the ES website, should remain the same
- (f) It was agreed not to create a category of Vice-President of Yorkshire Squash

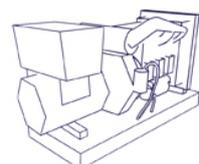
## NEXT COMMITTEE MEETING AND AGM

It was agreed that the next Committee meeting would be held at 6.00 pm on Wednesday 21 November, to be followed by the reconvened AGM at 7.30 pm

The meeting closed at 8.15 pm



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