

South West Federation Committee Meeting Agenda and Papers	
Date	23 <sup>rd</sup> March 2019
Time	10.00 - 3.00
Venue	Nailsea Croquet Club
Present	Brian Wilson, Klim Seabright, Paul Francis, Stephen Custance-Baker, Linda Shaw, Richard Jackson
Apologies	Robert Moss, Neil Morrison, Maureen Smith
Not present	Marcus Evans

### 1) Minutes of last meeting

- a) Minutes previously circulated and available on website
- b) Agreed as correct but unable to sign them as no hard copy available

### 2) Matters arising

- a) AGM
  - i) Agreed that venue hire costs be met from our own resources
  - ii) Agreed to run afternoon event based on local clubs' experience of implementing Croquet Matters
    - (1) Paul to co-ordinate and liaise with Dave Gunn. **Action: Paul**
    - (2) New committee members
      - (a) One member expressed an interest in joining but has since decided against this
      - (b) Agreed that while we do need more committee members we are also seeking to increase involvement through delegation of agreed tasks to members
        - (i) List of tasks to be compiled and agreed by email. **Action: All**
        - (ii) To be promoted in Cygnet. **Action: Linda**
- (3) GC rules workshop at Nailsea
  - (a) Delegates from Bristol, Nailsea and Weston so far
  - (b) Reminder has been sent
  - (c) Clubs will be informed more spaces available if required
  - (d) Agreed handouts would be helpful for people to refer to subsequently
    - (i) These to be requested from Kevin. **Action: Linda**
    - (ii) Stephen has some which were well received and scan be available. **Action: Stephen**
    - (iii) Delegates to be asked to cascade within their clubs via Cygnet. **Action: Linda**
    - (iv) Chair of N&DCC to be asked to thank Kevin on behalf of SWF. **Action: Linda**

### 3) Treasurer's report

- a) See appendix 1
- b) Noted: Neil should have received Jay's expenses claim by now
- c) Noted letter of welcome from the Chair refers to the website which needs updating.
- d) Discussed level of funds
  - i) Noted these are not extravagant given anticipated level of expenditure over the coming year

- ii) If we do build up significant levels we can consider:
  - (1) Reviewing bursary / development funds
    - (a) Existing draft to be circulated. **Action: Linda**
    - (b) Need to ensure it has been spent on what it was awarded for
  - (2) Holding 40<sup>th</sup> anniversary event
- iii) Agreed we continue to monitor these to ensure they do not build up too much
- iv) In the meantime Paul is aware of an interest-yielding account we might want to consider and will forward details to Neil. **Action: Paul**

#### 4) League Secretary's report

- a) Not a lot to report with the Leagues apart from a couple of date changes
- b) Fed representation at league finals agreed:

Saturday Sept 21 <sup>st</sup>	Bristol	GC High Handicap	Brian
Saturday Sept 28 <sup>th</sup>	Nailsea	AC Federation	Linda
Saturday Sept 28 <sup>th</sup>	Taunton	AC B League	Stephen & ref
Saturday Sept 28 <sup>th</sup>	Camerton & Peasedown	GC Level Play	Brian
Sunday Sept 29 <sup>th</sup>	East Dorset	AC Intermediate	Maureen Jack ref
Sunday Sept 29 <sup>th</sup>	Budleigh Salterton	GC Handicap	Robert Moss

- c) League entries down a little: 137 last year to 128 this year
- d) Discussed introducing a new format for the beginners' league in the light of a certain degree of 'stagnation'- e.g. changing the base, playing time restrictions
  - i) Agreed a proposal be drafted for presentation to the AGM. **Action: Stephen**
- e) Short croquet survey update - John happy for AC hcaps SC hcaps and results to be collected and analysed by Stephen
- f) Autumn SC: Friday - Sunday 11<sup>th</sup> - 13<sup>th</sup> October at Budleigh which John will be organising

#### 5) Publicity Officer's report

- a) None received

#### 6) Coaching Liaison Officer's report

- a) Richard is compiling a list of coaches who will travel further afield to coach
  - i) Noted outlying areas are more difficult to provide for but we only failed to meet one request last year
- b) Discussed the limitations on club coaches - they are not supposed to be coaching in other clubs
- c) Noted the high failure rate for people attending referee courses
  - i) Not everyone attending intends to become a referee anyway

- ii) Discussed that most decisions requiring referee input come from a small range of issues and explored the idea of assistant GC refs with no decision / action agreed
- iii) Discussed Coaches Training Course and the range of things coaches need to be assessed on: coaching skills, knowledge of play, knowledge of laws / rules
  - (1) Agreement that the whole system needs thinking about and that we could usefully bring ideas together amongst ourselves to be fed back to the CA Coaching Committee. **Action: Richard**

#### 7) Handicapping report

- a) See report Appendix 2
- b) Discussed appointment of Federation handicapper and what their role would be
  - i) Richard agreed to take on the role, continuing his annual analysis and having any necessary discussions with clubs as a result of it. But, if anyone contacts him asking for the help of a CA handicapper, he would field the request to a CA handicapper living near the club.
  - ii) That leaves the possibility of appointing area handicappers (this could be all CA handicappers) to be available for day-to-day requests. **Action: For further discussion.**
  - iii) Noted Nailsea CC's suggestion that a Fed handicapper be present at all League finals but this was felt to be unrealistic and of limited use as handicapping is a process not an event.
- c) Discussed table of results prepared by Richard - confidential to committee
  - i) Stephen has dealt with the Taunton issues
  - ii) Feedback to other clubs has not been agreed but that it should be supportive to encourage consistent and good practice
  - iii) That further steps would normally only need to be taken if results are extreme for 2 consecutive years

#### 8) Youth Officer's report

- a) None presented.
- b) Marcus to be asked for a report in the light of CA developments and to establish if there is anything we are or could be doing. **Action: Linda**

#### 9) Development Officer's report

- a) See report Appendix 3
- b) It was noted
  - i) Bath developing longer term strategy for club development based on Club Matters framework
  - ii) Grants - clubs who were not awarded any should be encouraged to apply again
    - (1) Availability of grants to be promoted in Cygnet. **Action: Paul**
  - iii) Laser kit for lawn levelling can be rented with financial support from CA
- c) Discussed whether development support should be available to SWF affiliated members
  - i) It was agreed they should be charged for workshops, travel costs and expenses for any development support they receive
  - ii) Proposal on this to be drafted to go to AGM. **Action: Paul**

d) Update from Brian noted - circulated with agenda

**10) Federation Rep's report**

- a) Klim reported from the Marketing Committee
  - i) They would like to enhance its support for corporate work at clubs if there is the demand. Article in Cygnet. **Action: Klim**
  - ii) Klim has the remit to increase Gazette advertising and is exploring suitable sources for this and to explore potential for using an Agency for this
  - iii) Ways of using new technology in marketing are being explored

**11) Website**

- a) Noted many updates required including those identified by Robert in agenda papers
- b) Could everyone please check and send suggestions to Linda who will collate and send to Alison. **Action: All**

**12) SWAN**

- a) Noted we hadn't had the opportunity to proof-read this before it was sent to publishers
- b) Agreed further clarity is required concerning shared responsibility and timescales for this
- c) Maureen to be asked for clarification. **Action: Linda**

**13) Cygnet**

- a) Next issue scheduled for a couple of weeks after the committee meeting - articles to Linda please. **Action: All**

**14) CA Constitutional Changes**

- a) Discussion in the light of recent email discussions with Ian Vincent and other Federations - circulated with agenda
- b) Concerns expressed about our capacity to undertake the voting process roles apparently assigned to us
  - Agreed clarification be sought from CA and Brian would voice our concerns at the AGM. **Action: Brian, Linda**

**15) AOB**

- a) Discussion item from Brian re Northern Training Hub - see Appendix 4
  - i) Noted that lawns care is also a coaching issue
- b) To be explored further including discussion with SWCA. **Action: Brian**
- c) National croquet day posters should be on their way but later than hoped for
- d) A library of youtube mini videos on specific shots is being developed
- e) Stephen is re-formatting his GC coaching manual as a series of modules as a resource for clubs
- f) Paul has downloaded the free Coaches Eye app onto his phone which enables frame by frame analysis of play
- g) Brian noted low take-up of standard CA membership by some club members
  - i) He will contact clubs to encourage take up **Action: Brian**

## 16) Date of next meetings

- a) Agreed an additional meeting may be needed in the light of CA changes
  - i) To be provisionally arranged for 12<sup>th</sup> July in the Taunton area. **Action: Stephen**
- b) Meeting scheduled for 12<sup>th</sup> October to be re-arranged for 4<sup>th</sup> October at a venue to be confirmed. **Action: Stephen**

<b>Signed as a correct record</b>	
<b>Name</b>	
<b>Signature</b>	
<b>Role</b>	
<b>Date</b>	

## Appendix 1

### **Accounts**

The balance sheet for the accounts up to the 20<sup>th</sup> March 2019 is shown on the next page. If committee members need further information on any entry, please email me.

Income and Expenditure shows a small increase in income as all full memberships have been paid otherwise there is little change in the accounts since the last committee meeting.

At this point in time I am expecting invoices from Robert Moss and Budleigh of approx. £25.00 for the latest Handicapping Workshop and £54.40 travel expenses from Jay Dyer for the Cheltenham workshop.

### **Club Membership Returns**

40 Club Returns have been received showing a total of 1933 club members and League Fees are in accordance with the League Secretary's team entries. There are 31 Full members and 9 affiliated members with 1732 Full members and 201 affiliated members.

The following clubs have not yet submitted their returns or paid their fees:

#### **Full Member Clubs**

**Yetminster** – is the only Full Member club who has not submitted their return or paid their fees

#### **Affiliated Clubs**

##### **Caldicot Castle Chastleton House**

These two clubs have indicated they will re-join this year but have not yet submitted a return or paid their fees.

#### **Affiliated Clubs that have joined this year**

##### **Mumbles**

##### **South West Croquet Academy**

**Lansdown** – has indicated it wishes to join but has not submitted a return



## Appendix 2

### Handicapping notes

Robert writes:

We need to appoint a new Federation Handicapper. When Don Gaunt finished, Cliff Jones took over but we have not appointed anyone since Cliff left. In the Handicapping Workshops, we talk about the duties of the Federation Handicapper but it is not comfortable to admit that we don't currently have one. When we discuss the new structure, one possibility would be that we could invite all CA handicappers within our area to be responsible for one of the "Hubs". However, I think there should be a central point of contact for the CA if nothing else.

Peter Moore is the new Club Handicapper for Budleigh Salterton CC for both AC and GC. Please can his name be added to the Fed's list.

With the new committee, who should now be responsible for compiling and maintaining this list? I think John used to do it because the name was asked for on League Entry Forms.

I would ask John Grimshaw first as that may be the quickest route to follow but there is no rush for this.

The second item from the 2016 AGM (above) includes the following statement:

*3. The SWF should consider appointing 5 Federation Handicappers for Golf Croquet and 5 Federation Handicappers for Association Croquet. Each would be responsible to cover the clubs within their division of the Federation. They should visit each club at least once a year and assess any individuals the Club Handicapper wants to be reassessed. They should also meet together once a year and ensure that they are in agreement over their standards.*

This was proposed by Ros and I feel it would be a good way forward. Please can we discuss this at the committee meeting. If it is agreed that we try to appoint X Federation Handicappers, we would need to approach them all to find who would be happy to take this on. Perhaps 5 AC and 5 GC is a bit ambitious but it would fit well with the principle of Hub Clubs. I am not sure about the bit about visiting every club each year - I can't see this being workable.

Richard writes:

You may have discussed/taken action on handicap discrepancies shown by the analysis of last year's league results at the last meeting. Please could you add this as an agenda item for this meeting in case further discussion or action is needed.

Appendix 3  
Development Officer's report March 2019

**Grant bids 2019**

- Nothing to report, there are no existing bids or new bids in progress.

**Croquet Matters**

- Two sessions completed, Cornwall and Bath.
- Feedback on both was very positive and both clubs are developing a strategic plan of action which is looking forward for five years.
- I have had no new enquiries for Croquet Matters sessions.

**CA Awards**

We had the following club applications.

- Townsend Award: Kington Langley
- Apps Heley Award: Nailsea, Taunton, Broadwas, St Agnes

Kington Langley's bid was very strong and was unfortunate to coincide with an even stronger one from Tattenhall. I would advise them to re-apply in two years.

Broadwas' bid did not make the long list, it wasn't helped by the fact that the club chose not to invite us to make a supporting comment. Nailsea and Taunton's bids were serious contenders but couldn't match the progress made by St. Agnes who were awarded the Apps Heley. The club have been informed and I have sent an email to Adam who helped them with their successful bid. I would advise both Nailsea and Taunton to apply again in two years.

Lessons to learn: The process was not as logical as I would have liked and the established criteria was loosely followed. At the meeting each club's statistics on CA members seemed to be a key (unofficial) criterion. This needs to be relayed to any clubs bidding for awards.

**Other news from the meeting.**

Clubs will now get a grant to rent laser levelling kit. This received unanimous support based on the poor quality of the CA's ageing laser levelling kit. This approach will allow clubs to get hold of the latest technology.

I have applied for a budget of £750 to meet our plans for Croquet Matters this year. I am sure that this will be approved.

Paul Francis



## Appendix 4

### SW Federation – Training – Northern Hub?

#### Background: -

- Why not have a 'Northern Hub' to deliver training and to reduce travel costs?
- This build upon Neil's idea of Hub clubs
- I was also impressed by the speed that the SW Fed organised new rules seminars

#### So the questions seem to be: -

- Do we need such a development?
- If we do, then where - Nailsea, Bath, Camerton (I left out Cheltenham as it is a bit further away)?
- To avoid politics e.g. clubs 'fighting' to be the 'Hub', why not designate these 3 clubs as the Northern Hub

#### What about the courses/seminars?

- These could be identified directly by Clubs, by Development Officers (especially that coming out of Club Matters, follow on work with clubs and needs indentified by the Federation
- Courses would be delivered at any these clubs and that would enable more choice of dates as it would be unlikely that all 3 clubs would not be able to host a course as they had other events scheduled
- These clubs would just be the host, but they may also provide the trainers and support staff

#### What does this mean for the SW Federation?

- Someone has to 'put all this together' – organising and scheduling courses and trainers
- So why not someone of behalf of the S.W Federation?
- This will not be yet another job for the committee, but one where we could invite new people to take the lead
- Or should we work in conjunction with the SW Croquet Academy?
- We could start off in a small way with just a few courses

#### Are there any other benefits – yes!!

- Even if we worked with the SW Croquet Academy, I would expect that the SW Federation would take a percentage or fee
- Why look for money – I assume that Clubs will be calling on the Federation for: -
  - More support from people visiting clubs to discuss their strengths/weaknesses and the Way Forward i.e. outside Club Matters
  - Free seminars on key topics

I would value your thoughts and comments

Brian Wilson