

SWF Committee Meeting 24.3.22: Minutes

Present

Tony Mayer, Peter Kirby, Paul Francis, Stephen Custance-Baker, Andru Blewett, Brian Wilson, Linda Shaw

1. Minutes of last meeting

- a. Agreed as correct

2. Matters Arising

- a. All actions have been completed except Paul and Peter have still to discuss coaching expenses.

3. New Committee appointments – to be confirmed

- a. The following were confirmed in post as agreed in earlier email discussions
 - i. Paul is Regional Coaching Officer
 - ii. Andru is Regional Safeguarding Officer
 - iii. Development Officer support: Brian is already supporting and Klim Seabright has agreed to support in the north of the region
- b. We still have no Handicapping Officer. **Action: Tony** to approach a possible candidate
- c. Two further potential members identified. **Action: Linda** to contact

4. Treasurer's report

- a. Previously circulated and may be found below – no significant issues for discussion.
- b. Mileage rates were reviewed and it was agreed these remain at 40p per mile in line with CA rates
 - i. This will apply to mileage undertaken on Federation business and to bursaries offered by the Federation.
 - ii. It was agreed that this apply to all cars: petrol, diesel and electric.
- c. Membership
 - i. Noted that Newton Abbot and Tisbury have not yet joined. Action: Paul to follow up

5. League Secretary's report

- a. Previously circulated and may be found below.
- b. Amended League rules agreed for proposal at the AGM.
 - i. Clubs attention will be drawn to the proposed amended deadline for submitting entries when entry forms are issued
 - ii. Noted that we will also need to discuss using AGC in handicap leagues next year.
 1. Agreed that clubs be encouraged to trial this for themselves during the year so an informed decision can be made.
- c. AGC updates
 - i. Separate table for H14+ is available
 - ii. Concerns over the large range at the low end of the handicap spectrum will be reviewed at the end of the season when results are available

6. Development Officer's report

- a. Previously circulated and may be found below
- b. The Bears
 - i. Assets are largely being disposed of to Bradford-on-Avon and Tisbury
 - ii. No further news about them confirming closure or disposal of financial assets.
Action: Linda to follow up

7. Coaching

- a. Following our request, the CA CC will be correcting their minutes Nov 2021
- b. Three people have indicated an interest in undertaking a coaches' training course but it was noted that only informal notice of this has been issued
- c. The CA CC are unable to come to a decision on the role of the Examining Coach at this stage and it was agreed not to plan for further coaching along these lines for this year but to await their decision
- d. Agreed Stephen will run a GC Rules update session on Tuesday 19th April at 7.00pm
 - i. He noted that he is preparing an updated appendix to his second book which he will send electronically to all who purchased this originally

8. Safeguarding Officer's report

- a. Andru is studying Child Safeguarding policy and procedures
- b. Brian informed us that both the Child and the Vulnerable Adult Safeguarding policies have been reviewed and agreed by Council, but no notification has been issued
- c. **Action: Andru** will let Brian know if he doesn't hear anything within a couple of weeks

9. Cygnet

- a. Next issue imminent – **Action: all** - articles to Linda within a week please

10. CA Council Update

- a. See Brian's report below

11. AOB

- a. Noted SC Tournament at Nailsea 8th – 10th April – there should be a SWF presence each day
- b. Swindon holding GC C Class tournament for the first time and have 17 entries.
 - i. Noted it seems virtually impossible for someone who hasn't played in this series before to get a place due to the conditions of entry
 - ii. Long discussion revealed apparently contradictory guidance for entry and selection procedures and the following guidance was noted:

Dealing with players who don't have a ranking

It is quite likely that some players entering the new C-Level (7+) Series tournaments will not have a ranking, and likewise for some entering B-Levels (3+) too.

For these players, use the 'trigger point' index number that relates to their handicap.

Use it as that player's Ranking Grade number, for the purpose of ordering your entrants.

This is very clear and totally consistent with my recommendation and, as far as I can see, there is therefore no need for further discussion.

- iii. The possibility of holding a Zoom for people interested in playing this series was identified but no decision made.

Meetings 2022: 26th May, 21st July, 20th October, 20th November AGM



South West Federation of Croquet Clubs



Treasurers Report 21st March 2022

Summary of Expected Income & Expenditure for 2022

I refer to the table on page 3, this shows the budget for 2022, the actual income & expenditure for the period up to March 21st, the expected income & expenditure for the full year and in the last column the difference between the expected position and the budget. No further items of income or expenditure are expected in this financial year.

Payment has been received from the CA to cover coaching costs incurred in 2021 and amounted to £313. This income and the associated expenses were not included in the Budget for 2022.

Income (excluding coaching) is forecast to be £43 lower than expected in the budget principally due to a lower than anticipated entry in the Nailsea & Buldleigh Short Croquet Tournaments (51 entries vs expected 60).

Sundry expenses (excluding coaching) are higher than expected due to increase in zoom costs which were not included in the forecast.

In summary the net impact is that there is a projected deficit for the year of around £450 vs the expected deficit of £340. This slightly higher deficit can be adequately covered by reserves.

Creditors / Debtors

None.

Balance Sheet

At January 19th there was £6,897 cash at Bank excluding Judith Moore Bursary (see below),

Judith Moore Bursary

There have been no payments made from the Judith Moore Bursary Fund, and the cash balance remains at £5,000



South West Federation of Croquet Clubs



Cash Reconciliation to 21 March 2022

	2022				
RECEIPTS					
Subscriptions		472.05			
Association league fees		204.00			
Short Croquet league fees		76.40			
Golf league fees		248.00			
Short croquet Tournament fees		782.00			
Adverts		12.00			
AGM		0.00			
CTC Coaching Course		313.57			
CA refund of travel expenses		0.00			
Donations / Bursary received		0.00			
Sundries		0.00			
			2,108.02		
PAYMENTS					
Subs Refund	0.00				
Cygnets production	0.00				
Trophies	0.00				
League finals	0.00				
Short croquet	0.00				
Coaching expenses	313.57				
Travel expenses	0.00				
Bursary travel expenses	0.00				
AGM Workshops Costs	0.00				
SWF Website	135.00				
AGM	0.00				
Administration	0.00				
Sundries	143.88				
		592.45			
RECEIPTS LESS PAYMENTS			1,515.57		
ADD TO OPENING CURRENT ACCOUNT BALANCE (31/10/21)			10,381.69		
CALCULATED CLOSING CURRENT ACCOUNT BALANCE			11,897.26		
ACTUAL CLOSING CURRENT ACCOUNT BALANCE			11,897.26		
CURRENT ACCOUNT BALANCE RECONCILIATION			0.00		
Note : Opening Current Account Balance excludes £12.80 of pre-paid subs for 2022					



South West Federation of Croquet Clubs



Actual and Projected vs Budget for 2022

General Account	BUDGET 2022	Actual Mar-22	Projected 2022	Projected less Budget
INCOME				
Subscriptions	437	472	472	35
League Fees	488	528	528	40
Short Croquet Tournament Fees	900	782	782	-118
Coaching Income	0	314	314	314
Cygnets Adverts	84	12	84	0
	1909	2108	2180	271
EXPENDITURE				
Trophies	234	0	234	0
League finals	616	0	616	0
Short croquet	1056	0	1056	0
Coaching expenses	0	314	314	314
Travel expenses	137	0	137	0
SWF Website	135	135	135	0
Sundries	67	144	144	77
	2245	592	2635	390
SURPLUS / DEFICIT FOR THE YEAR	-336		-455	

League Secretary's report

There is nothing new to report about the leagues.

There will be 335 block matches starting on April 19th and ending on September 4th, followed by 10 semi-finals and 8 finals.

The current arrangements for the representatives and referees at the finals are:

Venue	Date	League	Rep	Ref
Swindon	Sat 17/Sep/22	B League	Tony Mayer	Tony Mayer
Nailsea	Sat 17/Sep/22	Short Croquet Open	Stephen C-B	Stephen C-B
Sidmouth	Sun 18/Sep/22	Intermediate	Paul Francis	Richard Wood
Bristol	Sun 18/Sep/22	GC Level Play	Linda Shaw	Bristol will provide
Cheltenham	Sat 24/Sep/22	Federation	Tony Mayer	Klim to be asked
Camerton	Sat 24/Sep/22	GC High Handicap	Brian Wilson	Brian Wilson
Budleigh	Sun 25/Sep/22	Short Croquet Restricted	Paul Francis	Paul Francis
Bath	Sun 25/Sep/22	GC Handicap	Andru Blewett	Andru Blewett

I have split the rules for the Association leagues into two documents, one for AC and one for Short Croquet (attached). There are no substantive changes except that I have reduced the time allowed for submitting entries from 14 days after the AGM to 10 days. If you feel that this needs to be approved at the AGM then I will submit it as a proposal. My reason is that I would like to get the blocks circulated earlier in December in order to relieve the pressure on the run-up to Christmas. (In 2021 I wasn't able to send them out until Dec 7th.)

Development Report

Grants Awarded

- £4400 awarded to Bath for levelling lawn 4.

Grants Pending

- £5000 application from Bude for a new club house

New clubs progress

Tisbury

- Brian and I met David Morley and Joe Selby at the club on Monday.
- They are making good progress with recruitment with 17 paid up members at £95 for an annual subscription. There are over 20 more interested in joining. Brian has planned to visit again to assist with the coaching of beginners.
- They are planning to replace part of their club house for £17000 and have already secured a £5000 grant from Wiltshire Council. A lottery application via Sport England has also been made. An application to the CA will also be made.
- The court still needs to improve. The main issue is that they don't regularly cut the grass. They have a decent mower (Dennis) but really do need some more support. I will look to arrange this ASAP.
- It won't stop them playing but the quality of the surface will limit the quality of play.
- Club plans to play AC and GC
- CA booking system in place.

Bradford on Avon

- Play starts on April 10 for the new members. To date, there are 16 signed up. The target for year 1 is 20. There is an Open Day on April 30th. The subs for the summer are £60.
- The playing surface is immaculate!
- Club plans to start with GC only.
- CA booking system in place.

Both clubs benefitted from the inventory offered by the Bears.

Moreton in Marsh

- Pleased to report they have entered for a SWF GC league. I will be visiting them in April and will report back. As the committee will have noted, the club is regularly represented at our monthly Zooms.

Zooms

- Last of the 'close season' is in April when we host Nottingham.
- We might have to consider 'one off' Zooms for recruitment on coaching courses. At present we have had little interest in coaching courses. None for the Club Coach course and three for the level 1 qualification.

Lawn management

- There is a Southern lawn road show sometime this summer. Dennis Mowers will be running it. More info to follow.
- SWF to host another roadshow in 2023?

Young players

- Cheltenham is trialling a Primary Schools programme in June/July. Working towards a tournament in collaboration with Nottingham and High Wycombe.
- Cheltenham also trialling a D of E Bronze programme this summer, working in collaboration with Hamptworth.

SW Rep to CA Council update

Moves continue to becoming a CIO (Charity)

- Provisional dates: Consultation starts 21st May and SGM on 30th June
- Papers then go to Charity Commission
- Become a CIO in Jan 2023

Organisation

- To reflect CC recommendations
- Max 12 on Board/Council
- Means 6 or 7 elected by members plus nominated and independent
- Discussion on how the CIO will be structured

Sport England

- CIO constitution to reflect what SE is looking to see
- Easy to get Tier 1 - must look to get Tier 3 if CA wishes to gain SE funding

CIO Constitution

- Taken current words and moved over to fit in with Charity Commission rubric
- BW wants to change current ' The Regional Croquet Federations within a constituency for which an election is held shall be responsible for ensuring that at least the required number of suitably qualified candidates is nominated' CHANGE TO "The Regional Croquet Federations within a constituency, for which an election is held, shall endeavour to work with their member clubs and the CA, to promote and encourage nominations; so the required number of suitably qualified candidates are nominated.'

CA Scrutiny and CA Policies/Objectives

- DK/BW paper as to way forward
- BW/DK asked to collate current CA Policies/Objectives
- BW considers post CIO that the CA Board i.e. Trustees to carry out a root/branch review to create a new 5 year plan
- Possibly using Croquet matters and other analysis techniques

New Rules

- SW Fed half seminar

Safeguarding

- Vulnerable adults
- Look out for communications with Dr Ron Carter

5 Year survey

- Take part - encourage people to take part