

SWF Committee Meeting 26th May 2022: Minutes

1) Present

- a) Tony Mayer, Paul Francis, Stephen Custance-Baker, Peter Kirby, Brian Wilson, Linda Shaw

2) Apologies

- a) Andru Blewett

3) Minutes of last meeting

- a) Confirmed correct as agreed by email

4) Matters arising

- a) 2a Coaching expenses – Peter, Paul; this has been completed
- b) 3b handicapping officer – Tony: no success in finding anyone for this role as yet
- c) 3c 2 potential committee members – Linda: the two people approached are not in a position to take on this role
- d) 4ci membership – Paul: Tisbury has joined the SWF but Newton Abbott has not

5) Treasurer's Report

- a) Report from Peter (see below) received and noted.
 - i) There were no questions
- b) The Bears – our understanding is that this has now folded and they are in the process of disposing of financial and material assets – no further action required from us.
- c) Policies Review
 - i) The following were reviewed and agreed and will be placed on the website and promoted in Cygnet **Action: Linda**
 - ii) Development Grant – Peter was unaware this grant exists but it was agreed as correct with minor changes to the title and review dates
 - iii) Qualifications Bursary – car sharing expectations clarified
- d) Expenses Claim – this will be replaced with the following statement
 - i) Reasonable expenses incurred in the course of undertaking responsibilities on behalf of the SWF will be re-imbursed in line with precedented expenses.
Any unprecedented expenditure will be referred to the committee for decision.
- e) Privacy statement - minor amendments to this were made
- f) Judith Moore Bursary – not due for review until the end of the season

6) League Secretary

- a) Stephen reported
 - i) About 63 matches have been played and 1 (B League) conceded.
 - ii) Abbey withdrew GC level play – entered in error and this was done in good time not to upset the blocks
 - iii) Incident reported where it was believed the extra stroke rule may have been incorrectly applied
 - (1) Dave Kibble is writing an article for Cygnet clarifying this and some other points in the new Rules
 - iv) Incident reported where one club queried the decision of another not to provide lunches in a League match – they have been informed of SWF position on this
- b) Promotions and Relegations in the Advanced League
 - i) A member from East Dorset set out a potentially anomalous situation that might arise between Divisions 2 and 3 in the Advanced League and that the promotion and relegation of 2 teams from each Division might counteract this

- ii) The situation was thoroughly discussed and the suggestion found no favour amongst the committee
- c) Open League Trophy
 - i) It was agreed that this be bought from SWF funds
 - ii) **Action: Stephen** to discuss and order from Stuart Smith

7) Tournaments

- a) GC Class tournaments and entry criteria – discussion continued from previous meeting
 - i) Consensus that the current selection (not entry) criteria (achievement of D Grade) mitigates against new players and that the same group of people are likely to fail to be selected each time
 - ii) Also noted that rankings are achieved in AC and GC by playing in a ranking event which could be a CA recognised level-play tournament (e.g. Inter-Counties), a Federation level-play league match or the final of a national level-play competition.
 - iii) Discussions have been held with Chris Roberts, including the suggestion that 1 or 2 places are reserved for such players in each event as is the case for Under 25 entrants, but to no avail
 - iv) One concern appears to be that such players are likely to want to play locally and not to travel
 - v) The SWF Committee agree this is not an inclusive approach and agreed a letter be written to the Chair of the GC Tournaments Committee
 - vi) **Action: Tony** to draft this

8) Development Officer

- a) See Paul's report below
- b) It was also noted
 - i) Moreton in Marsh plan to host a commemorative walk and game of croquet in liaison with the NT at Chastleton House – details will appear in Cygnet.
 - ii) Nationally 7 new clubs have been established this year – 4 are croquet / bowls clubs

9) Coaching Report

- a) Report from Paul – see below
- b) Noted that Paul is on working group to develop strategy for all players – hopeful for next year – and looking at the role of examining coaches

10) Feds' Forum Feedback

- a) Defibrillator Survey – 100 responses – 40% have one or access – Paul Brown researching sources and support
- b) Revitalising AC – Tony reported on a presentation given at the last Forum meeting on 'sequence' AC as a method of introducing GC players to AC
 - i) It was noted that this is one of several methods that might be used and that ultimately guidance should be issued by the Coaching Committee
 - ii) **Action: Linda** to draft Cygnet article on ways of doing this and encouraging beginners
- c) Noted that East Anglia had failed to return a Rep to Council and that the CA recognised that no sanctions could be applied as they had done their best – this clause will not appear in the new constitution

11) Safeguarding

- a) Andru advised us *in absentia* that he had nothing to report
- b) Linda raised concerns about how the CA is managing the Safeguarding processes

- c) **Action: Linda** to raise at Feds Forum meeting

12) Website

- a) Noted that a Budleigh member has offered to cast an eye over our website and will give us some feedback but she no time to take anything else on at the moment.
- b) **Action: Linda** to follow up

13) Cygnet

- a) Items to Linda please in the next week or so.
- b) **Action: All**

14) Council Feedback

- a) See Brian's report below

15) AOB

- a) What system do clubs follow in making CA diploma nominations?
 - i) This has been raised by one club and it was noted there are various considerations clubs may wish to take into account
 - ii) **Action: Linda** to draft article in Cygnet raising awareness of the scheme and of the considerations
- b) Discussion as to whether there is sufficient interest in the Region to host a Charity One Ball regional final
 - i) **Action: Paul** to devise a Survey Monkey poll for member clubs

16) Next meetings:

- a) 21st July, 20th October, 20th November AGM
- b) Noted that two people will be unavailable for the July meeting and Peter will not be available for the October meeting
- c) **Action: Linda / Paul** - alternative dates to be agreed

Treasurer's Report



South West Federation of Croquet Clubs



Treasurers Report 22nd May 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 May 22nd, 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 & Budleigh 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 £500 vs the expected deficit of £340. This slightly higher deficit can be adequately covered by reserves.

Creditors / Debtors

None.

Balance Sheet

At May 22nd there was £6,863 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 22 May 2022

RECEIPTS	2022				
Subscriptions	480.05				
Association league fees	204.00				
Short Croquet league fees	76.40				
Golf league fees	248.00				
Short croquet Tournament fees	782.00				
Adverts	18.00				
AGM	0.00				
CTC Coaching Course	313.57				
CA refund of travel expenses	0.00				
Donations / Bursary received	0.00				
Sundries	0.00				
			2,122.02		
PAYMENTS					
Subs Refund	0.00				
Cygnets production	0.00				
Trophies	0.00				
League finals	0.00				
Short croquet	0.00				
Coaching expenses	361.57				
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				
		640.45			
RECEIPTS LESS PAYMENTS			1,481.57		
ADD TO OPENING CURRENT ACCOUNT BALANCE (31/10/21)			10,381.69		
CALCULATED CLOSING CURRENT ACCOUNT BALANCE			11,863.26		
ACTUAL CLOSING CURRENT ACCOUNT BALANCE			11,863.26		
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 May-22	Projected 2022	Projected less Budget
INCOME				
Subscriptions	437	480	480	43
League Fees	488	528	528	40
Short Croquet Tournament Fees	900	782	782	-118
Coaching Income	0	314	314	314
Cygnets Adverts	84	18	84	0
	1909	2122	2188	279
EXPENDITURE				
Trophies	234	0	234	0
League finals	616	0	616	0
Short croquet	1056	0	1056	0
Coaching expenses	0	362	362	362
Travel expenses	137	0	137	0
SWF Website	135	135	135	0
Sundries	67	144	144	77
	2245	640	2683	438
SURPLUS / DEFICIT FOR THE YEAR	-336		-495	

Development Officer Report

Allocation of FDO role across the federation

I am delighted to report that Klim Seabright and Brian Wilson have been recruited to assist in club development.

- Klim will take the North of the federation
- Brian the Central and East of the federation
- Paul will continue to oversee the whole federation but will be the first point of contact for clubs in the West.

New clubs

- Both Tisbury and Bradford on Avon (BOA) continue to make good progress. BOA plan to enter a team in the October Short Croquet at Budleigh and have friendly matches organised.
 - Brian and Paul to visit Tisbury for an AC introduction day.
- BOA has just received a CA grant for a new storage shed for croquet equipment.
- Elizabeth College in Guernsey has joined the CA and will be joining the SWF.

Next Generation progress

- The Glass House Academy (Bath Recreation Trust) is incorporating croquet in its schools sports programme in April 2023.
- St Laurence School in BOA is incorporating croquet in its year 11 P.E. curriculum for six weeks next May.
- PF attended a junior coaching day at Cheltenham and came away with lots of new croquet activities which could be used for all ages.
- Next Generation Development Officer interviews in June.

Corporate Development

- The Newt near Bruton is very keen to develop croquet for its guests. There is a hotel championship in August. At present this is a CA project (PF is leading it) but we can expect the SWF to become involved.
 - Paul to write something for Cygnet
- Tisbury open event with Brian May

Coaching Report

- No progress on a SWF series in 2022.
- CA working group to review existing coaching provision and future strategy
- In addition to the above working group. The following changes are being considered by the CACC for 2023
 - Review of the role of the Examining Coach in delivery of courses.
 - The use of online learning to deliver part of coaching courses
 - The role of the Academies

Paul Francis

Report from Brian Wilson SW Rep to CA Council

CA Constitution

- CA Council has produced and agreed a new constitution that reflects the guidance of the Charity Commission as the CA moves to become a CIO
- Background notes - that includes a rationale for the move to become a CIO and the resultant new constitution – has been produced and will be published
- There will be a Members Forum (likely in mid-June) where all CA members can raise points of interest or seek clarification
- There will be a SGM (likely in July) where the final vote to become a CIO will be taken
- Then the CA will make the necessary application and await the response from the Charity Commission
- NB: all the above dates are being finalised – so what this space – updates will be coming out soon

5-year survey

- There has been a 56% increase in responses - some 2,269 members
- The Exec Board are 'crunching' the data and they will be making a report in the near future
- Exeter CC and Tisbury CC were picked out of the hat and gained £150 to be spent in the CA shop

Scrutiny

- Dave Kibble and BW presented a paper outlining the problems in determining the status of Council's Policies and Strategies
- They identified that such Policies and priorities are not clear and, in many cases, are not easily accessible
- Council supported our recommendations that, as the CA is moving toward becoming a CIO with a new structure, that this was an excellent time to review Policies and identify the way forward for the next 5 years
- Hence, a small working party (3 from Council and 3 from Exec Board) will identify all current policies and collate them into one list. It will then review and update them to meet current and future needs
- This group will then identify any new Policies
- Further work is envisaged

Club Levy

- BW questioned if the current differential between 'larger' and 'smaller' clubs was still valid (the current rate is £14/playing member for 'larger' clubs and £9/playing member for 'smaller' clubs)
- BW asked for views from the Federation and clubs