

WANSTEAD & SNARESBROOK CRICKET CLUB

Minutes of the Management Committee Meeting held on Monday 25th January 2010 @ 8:00pm.

Present: M. Pluck (Chair), C. Hurd, T. Hebden, L. Enoch, K. Lloyd, P. Staniford,
S. Andrews, N. Baldwin, N. Hutchings, S. Batra, J. Palmer

1.0 Apologies for absence

1.1 Apologies for absence had been received from Ms K. Byrne and Arfan Akram.

2.0 Minutes of the previous meeting

2.1 The minutes of the previous Management Committee Meeting (30th November 2009) were agreed as a true and accurate record of proceedings. The Committee were happy to publish these on the club website.

3.0 AGM Notice

3.1 Agenda

Some minor changes were proposed to the agenda. These related primarily to the Subscription and Match Fees paragraphs where it was agreed that we should highlight the fact that these remained the same as 2009. Some changes to the wording of the Juniors/Ladies cricket section report were also agreed.

3.2 Committee Report

The Committee reviewed the report handed out by Chris Hurd and this was accepted with a few minor amendments.

3.3 Circulation

The deadline was for club members to have access to a copy of the agenda no later than 2 weeks before the AGM. The following would need to be done:

1. Email a copy to all club members via the website
2. Publish the agenda on the website itself
3. Put a copy on both Overton Drive and Nutter Lane notice boards
4. Post the AGM agenda to all members that did not have access to email

Action Martin Pluck to run off copies of the agenda for posting to club members

Action Nigel Hutchings to produce address labels for all members without email access

Action Martin Pluck to arrange for agenda copies to be posted to members

Action Nigel Hutchings to put a copy of the agenda on Overton Drive and Nutter Lane notice boards

4.0 Actions from the previous meeting

1. **Reapply for Gannett Foundation grant** – window still not open. *Carry forward*

Action Chris Hurd to follow up on grant applications for Gannett Foundation

2. **Research into the availability of grants to fund the new Nutter Lane scoreboard** – it may be possible to obtain a grant for this from Sportsmatch. *Carry forward*

Action Chris Hurd to follow up on Sportsmatch grant application both for scoreboard and other potential capital expenditure

Action Len Enoch to provide Chris Hurd with details of potential capital items/special projects that the club is considering so that these can be included in any grant application

3. **Contact the Landlords about the damaged access road and car park at Overton Drive** – Chris Hurd had sent a letter to the Landlords to raise this issue. Chris would contact Mullalleys to obtain contacts details of a company who could provide a quotation for repairing the damage. Once this was done he would go back to the Landlords to discuss financials

Action Chris Hurd to contact Mullalleys to get the name of someone they can recommend to provide a quote for repairing the access road/car park at Overton Drive

4. **Carry out further research on alternatives for a new scoreboard at Nutter Lane before making a final recommendation** – Martin Pluck had contacted 3 companies regarding the supply of electronic scoreboards. The prices quoted were as follows:
 - i. £1800 (+VAT), Shutters cost extra – £945 plus £350 to fit
 - ii. £2,595 (+VAT). This does not include installation
 - iii. £3,150 (+VAT)

The specifications varied between suppliers in terms of the display type/size and the shutter/cover mechanism. The Committee agreed that a basic display would suffice – total runs, wickets, number of overs and 1st innings score – and that a galvanised security shutter was a prerequisite. The shutter did not need to be electronic.

John Sankey had generously offered to contribute towards the cost and Chris Hurd would also look into options for grants (see action item above)

5. **Provide Chris Hurd with estimated costs for the new scoreboard at Nutter Lane** – completed

Action Martin Pluck to contact electronic scoreboard supplier who quoted £1,800 to ascertain shutter costs/options (we do not need this to be electronic) and to attempt to negotiate a more competitive price

Action Paul Staniford to connect up electricity supply to the scoreboard when it is fitted

6. **Look into finding a replacement for the clock presented by Tony Pluck that originally stood on a wooden plinth in the main hall at Overton Drive – carry forward**
7. **Agree composition of steering group to oversee the development work on the nets** – this was in hand. Trevor Hebden was currently liaising with the Club Turf regarding scheduling of the nets' installation work. The proposed start date was 29th January.
8. **Send formal acceptance letter, cash flow forecast and construction plans for the new nets to the ECB** – completed
9. **Contact ECB to discuss mechanics and timing of the publicity effort required to promote the new nets facility** – Trevor Hebden had spoken to the ECB about this. They wanted to see any publicity documents/press releases before they were sent out. The ECB were very happy for James Foster or any of Arfan Akram's celebrity cricket contacts to attend the grand opening of the nets. Martin Pluck had already sounded out James Foster about participating in this event and he would happily attend unless his cricketing commitments prevented him from doing so.

Len Enoch recommended an international evening for the nets' opening event. A date of 7th May was agreed at this stage although this may change according to availability of well-known cricket VIPs
10. **Speak to Arfan Akram to ask him to sound out the celebrity cricketers he knows (including James Foster) to see if any would be available to attend the 'grand opening' of the nets** – completed

Action Martin Pluck to contact James Foster to see if he is available to attend the nets' opening ceremony on 7th May 2010

Action Chris Hurd to check if Ebony Rainford-Brent would be available to attend the nets' opening ceremony on 7th May 2010 – *carried forward*.

Action Trevor Hebden/Martin Pluck/Joe Palmer Snr to form a Steering Committee for the nets' publicity project – the first meeting will be at 3 pm after the Players Meeting on Sunday 7th February

Action Trevor Hebden to draft a generic invitation letter for special guests attending the nets' opening ceremony on 7th May 2010 and get this approved by the ECB

Action Trevor Hebden to contact Club Turf Cricket Limited to confirm detailed payment arrangements for the nets' refurbishment

11. **Contact Club Turf Cricket Limited to confirm how they will ensure that no damage will be caused to the outfield by any machinery used in the construction work on the nets** – completed. The contractors avoid going onto the sodden ground to avoid causing any unnecessary damage. Heavy duty matting would be using to limit the impact of any heavy machinery.
12. **Speak to Joe Palmer Snr regarding Social Committee activities planned for next year** – still to be done. *Carry forward*
13. **Respond to Rob Wallace at the Drummond Tennis Club confirming that we are not responsible for the gate used to access the tennis club** – this was still to be cleared. *Carry forward*

Action Martin Pluck to email Ian Jordan to remind him to clear the area between Preston Drive and the tennis club.

14. **Contact the Foundation for Sport and Arts to confirm what the club has committed to spending the outstanding grant money on** – completed. They do not want to spend the £300 of the grant remaining. The club has agreed to abide by this request.
15. **Organise the winter cricket match on Sunday 27th December 2009** – the consensus was that this would have clashed with the club football match on Sunday 3rd January so it was decided not to go ahead with the annual winter cricket fixture.
16. **Goals for Overton Drive** – this is a long term action that would be deferred until later in the year
17. **Publish August 2009 Management Committee minutes on club website** – completed
18. **Make flagpole safe at Overton Drive after it had been blown down by the wind** – a temporary repair had been carried out by Nigel Baldwin.

Action Nigel Baldwin to re-concrete the flagpole at Overton Drive in early March when the weather has improved

19. **Contact members that Stuart Phillips plans to interview as part of Junior Section review to confirm his approval for this initiative** – no further progress on this. *Carry forward*

Action Trevor Hebden to follow up with Stuart Phillips on Junior Section review and associated interviews to agree strategy and schedule

20. **Continue co-ordination efforts with respect to getting a camera put through drains to ascertain reason for blockage** – the exploration work had been done. This had cost around £200 and shown the drains to be generally clear. However, there was one badly broken pipe and another pipe had some tap roots encroaching into it. A liner/sleeve could be inserted into the pipes to resolve this. There may also be another blockage in the pipe that goes under the main pavilion. Once again, it would be inadvisable to carry out any refurbishment to the gents' toilets until this was checked out.

Action Paul Staniford to obtain a quote for additional camera exploration (under the pavilion) as well as for getting a liner/sleeve inserted into the main pipes to repair breaks and prevent incursion of tree roots

4.0 Secretary's Report

4.1 Grant applications

Progress on the nets was covered in the action points minuted above. As stated, the work on the refurbishment was scheduled to commence on 29th January.

The status on the Gannett Foundation and Sportsmatch grant applications was also covered in the action points. It was also noted that we had recently received £1,200 of grant money from the Jack Petchey Foundation.

4.2 Fund Raising

The Committee agreed that once again we should form a Fund Raising Committee to co-ordinate and focus efforts in this area. It was agreed that we should concentrate on a single large project as with the successful Balloon Race last year. Veronica Over was very happy to be involved again and would speak at the Junior registration evenings arranged for March. These sessions had been re-instigated this year instead of asking junior members to register online. These registration evenings would provide an opportunity to highlight key issues such as discipline and the need for volunteers to get involved in all aspects of club activities wherever possible. The importance of fund raising would be emphasised and Veronica would encourage members to participate in these wherever possible.

Action Trevor Hebden to provide Martin Pluck with list of dates/times for Junior registration evenings

Action Martin Pluck to talk to Veronica Over about fund raising plans and ideas

5.0 Development Plan

5.1 Len Enoch noted that the larger cricket clubs are getting bigger whilst the smaller ones are starting to fall by the wayside.

He proposed that Wanstead should have its own accreditation programme for young coaches. This could be carried out before attending the formal ECB Level 1 coaching course, which would mean that it would not be necessary for Juniors to complete these courses at the early age of 15/16 to enable them to participate in club coaching sessions. The advantage of this approach would be reduced costs (a Level 1 course is £150) and better focussed training activities.

The Committee agreed that there appeared to be clear benefits in setting up this scheme and Len Enoch was asked to put together a formal proposal for this.

Action Len Enoch to put together a proposal as to how the suggested club accreditation programme for young coaches would operate. The target for this is the date of the next Management Committee meeting

5.0 Treasurer's Report

5.1 Statement of accounts

There was nothing further to report as detailed annual accounts were provided in the AGM Agenda along with a summary of the club's financial position.

Chris Hurd queried whether Road Tax was required for the club's tractor.

Action **Martin Pluck** to clarify with Ian Jordan whether the club tractor needs to be driven on the public highway and thus requires road tax and insurance

6.0 Bars

6.1 Chairman's report

January had been a quiet month, partly due to the fact that 2 functions had to be cancelled because of bad weather.

From the end of January until the start of the season all Saturdays bar one have been booked for functions – bookings had been received for 2 or 3 days over each weekend during this period.

To date there has been no adverse reaction to the VAT increase. There were no price increases planned by the brewer.

7.0 Grounds

7.1 Grounds report

The bad weather had meant that both grounds were under water. As a result there had been no opportunity to work on either ground over the past month. Weather permitting, spiking of both squares was planned for the following weekend (30th/31st January.)

The pavilion-end site screen at Overton Drive was showing its age but should last for another season. It would be repaired/repainted in March/April.

8.0 Social

8.1 Christmas and New Year had been disappointingly quiet. Attendance at the club during the holiday period had been driven by members of the Junior section in the past but this involvement had declined now. We need to find a way of resurrecting this interest.

Sanjay Batra had organised a Jazz Night which promised to be well attended. However, the number of social functions had greatly reduced over the year and we would have to review the involvement of adult members (both on and off the pitch) during adult cricket week.

9.0 Cricket

9.1 Adult Cricket

- The players meeting had been arranged for Sunday 7th February at 2 pm at Nutter Lane
- Chris Murray and Matt Smith were returning this season which was good news for the 1st XI

- Arthur Jennings was relocating and would not be available to play for the club this coming season.
- The first game in the in the ECB National Cup was on Sunday 16th May against Bishop's Stortford.

9.2 Junior Section

- The annual Metropolitan Essex fixtures meeting was scheduled for Sunday 7th February. Peter Coe and Matchplay fixtures had already been arranged. Nalliah Ratahkrishnan would be taking over the role of Junior Fixtures Secretary.
- Congratulations to Rehan Ahmed, Kishen Velani and Arun Nijjar who had been selected for the Essex Elite Squad – this is one level below the Essex Academy. Rehan had also been recommended for the Essex U17 squad this year

9.3 Ladies Section

- The Committee offered their congratulations to Pauline Osborn who had been elected as Chairman of the North London Women's League.

10.0 Football

- 10.1 The U21 Men's side had won their Essex County Cup area ¼ final tie.
- 10.2 The Girls U10 managed a 1-1 draw against Leyton Orient Girls, which was an excellent achievement. The Girls U12 side had won their first game of the season.
- 10.3 There was already a potential backlog of fixtures due to the adverse weather conditions over the past month

11.0 Any Other Business

11.1 Website

Sanjay reminded Committee members of the Amazon link at the bottom of the website home page. The club would directly benefit from any orders placed with Amazon via this link

James Outram and Nalliah Rathakrishnan had now been given Superuser access to the website to enable them to add/update fixtures

The Committee would like to formally acknowledge Sanjay's efforts in improving the look and feel of the website and keeping information regularly up-to-date.

11.2 Child Protection

Self declaration would no longer be used in place of full CRB disclosure. The club's Child Protection policy would be changed to reflect this. Len Enoch proposed that Graham Hambly should join the club's Conduct and Child Protection Panel as Compliance Officer.

The Committee approved this appointment.

11.3 Discipline

A warning system was proposed to deal with any repeat offenders so that unacceptable behaviour would be escalated to Trevor Hebden in his role as

Head of Junior Cricket. The Child Protection Policy would be updated to incorporate this.

Action Len Enoch to update the club's Child Protection Policy and get the new version approved by the Conduct and Child Protection Panel

11.4 Clubhouse photographs

Len Enoch may have found a club member who would be willing to help reorganise/refurbish the photographs in the clubhouse at Overton Drive.

Action Len Enoch to contact the potential volunteer to see if they would be interested in reorganising the photos currently on display at the clubhouse. If they were he would pass on Martin Pluck's contact details.

Action Martin Pluck to check with Tony Pluck to confirm whether he had retained any club photographs/pictures

11.5 Donation to the club

To thank Wanstead for allowing them to use the clubhouse on Monday evenings to host the umpiring courses the Metropolitan Essex Branch of the Association of Cricket Officials had presented an autographed drawing to the club.

Action Trevor Hebden to draft a letter of thanks for the autographed drawing kindly presented by the Metropolitan Essex Branch of the Association of Cricket Officials and forward to Martin Pluck so that he could acknowledge this kind gesture on behalf of the club

11.6 Membership/fixtures booklet

It would soon be time to publish the 2010/2011 Membership Card. This would need to be put together before the next Management Committee meeting to ensure that it would be published and circulated to club members before the start of the season

Action Nigel Hutchings/Martin Pluck to put together a draft version of the 2010 fixtures list/membership book before the next Management Committee meeting

Action Trevor Hebden to contact the printers we used last year to forewarn them of our printing requirements for the 2010 membership book

12.0 Date of next meeting

12.1 The next meeting would be on Monday 12th April 2010.