

WANSTEAD & SNARES BROOK CRICKET CLUB

Minutes of the Management Committee Meeting held on Monday 9th December 2019 @ 8:00pm

Present: N. Hutchings (NH), T. Hebden (TH), L. Enoch (LE), S. Andrews (SA),
S. Emmons (SE), Arfan Akram (AA), N. Rathakrishnan (NR), M. Pluck (MPI).

1.0 Apologies for absence

M. Piracha (MPi), J. Ellis-Grewal (JEG).

2.0 Minutes of previous meeting

2.1 The minutes of the previous Management Committee meeting on Monday 7th October 2019 were agreed as true and accurate record of proceedings.

Action NH to publish a copy of the minutes of the previous Management Committee meeting on the club website.

3.0 Actions from the previous meeting

3.1 *Ask Paul Baily to produce a proposal for a 'slimmed down' event and raise this with the Social Committee – following the terrible news of Paul Baily's untimely death on 19th November this had not been possible. However, it was felt that the club should still consider hosting a scaled down version of the original proposal in Paul's honour.*

3.2 *Send out a follow up email regarding the Kenya tour and raise this at the end of season adult presentation evening – MPI had completed this.*

3.3 *Discuss with Ashley Dixon the subject of the use of social media with a view to updating the club's policy/protocol in the area and to identify any actions need to enforce the policy and prevent breaching Safeguarding standards – see under Safeguarding (section 10) below.*

3.4 *Provide Martin Pluck with a full breakdown of all match fees – adult/junior and indoor vs outdoor – NR had done this.*

3.5 *Arrange for a copy of the minutes of the previous Management Committee meeting to be published on the club website – completed.*

4.0 Development Report Progress

4.1 **Volunteer recruitment, including junior section succession** – efforts were underway to prepare job specifications for key volunteer roles. The first of these would be for the Head of Junior Cricket. The ideal candidate for this would have come through the junior coaching/team management route and have been involved with the club for several years. A junior section succession planning document had been put together by Stuart Phillips, Len Enoch and Pauline Osborn and would be discussed at the next Sports Subcommittee meeting.

5.0 Fundraising

- 5.1 **Overton Drive Nets** – in November the club had received the excellent news that it had been successful in its application to the London Marathon Charitable Trust (LMCT) for a grant up to £54,400. A copy of the Grant Agreement, incorporating terms and conditions, had been circulated to all members of the Management Committee. Receipt of this LMCT grant, alongside the National Lottery Community Fund and Sport England grants, meant that we could now go ahead with the new nets. Preparatory work was now underway, including cutting back the intrusive trees overhanging the nets and removing top soil. It had also been noted that the mesh fencing behind the nets would need to be replaced.

Action TH to obtain quotes for replacing the mesh fencing behind the net area at Overton Drive.

We had made an initial payment to Total-Play and paid for the Funding 4 Sport consultancy. Costs to date were just under £32,000.

The nets would be completed by the end of March 2020. We would need to agree a protocol for access to the nets as each lane would be separately locked when not in use. Shorter pitch markings would also be required for use by junior players.

- 5.2 **Other fundraising** – easyfundraising had been a very successful initiative and raised £900 for the club so far this year. Club members were encouraged to take full advantage of this service when shopping online. Mark Bentley was also exploring setting up a 100 Club to encourage regular contributions to the club.

6.0 Treasurer's Report

- 6.1 NR circulated a draft copy of the full year accounts up to the 30th September 2019. These showed a very small profit of £166, compared to £1,008 for 2018. Key points to note were:

- Income was down by nearly £4,000. Whilst bar takings were up by just over 10% ground pavilion hire income was lower by over 12% and match fees by 7%. Donations were a third less this year but these would have been redirected into Project Heron during 2019 – money raised by this focussed initiative was shown separately in the accounts.
- Expenses were down by £3,000, which could largely be explained by the far lower junior expenses and the reduced amount spent on the grounds this year following significant work at Overton Drive in 2018. Pavilion expenses were higher in 2019 following the installation of new boilers at Overton Drive. Water and electricity costs had gone up a lot this year. The reason for this was not clear and was being investigated.

Action NR to provide MPI with a breakdown of pavilion and ground expenses.

7.0 Bars

7.1 Bar Chairman's report

October had been a very quiet month due to the small number of events at Overton Drive. As a result, takings had been down by nearly £3,000 when compared to 2018. November was better but bar income was still £350 lower. December figures were looking promising at this stage and the forecast for the whole month was that takings would match or slightly exceed those in 2018.

The comparative figures for the last 2 months were as follows:

	2019	2018
October	£1,937	£4,854
November	£6,094	£6,468
	£8,031	£11,322

8.0 Facilities

- 8.1 There had been a break-in at Nutter Lane, which had resulted in both French doors being damaged as well as one of the interior doors. The insurance claim was currently being processed.
- 8.2 The Nutter Lane rent was reviewed every 5 years at the instigation of the owners. The most recent assessment should have been in mid-2018 but the landlord had not notified the club of the increase at the time. This issue had now been addressed and the club would pay the additional quarterly amount, backdated to June 2018.
- 8.3 As noted under fundraising (section 5.1 above), the mesh fence behind the nets, which demarcated the Overton Drive ground from the golf course, needed to be replaced.

9.0 Social

- 9.1 The Social Subcommittee had met in November. This included several parents who had not been involved before and had some really good ideas for events and how the club's social activities should be organised. A target was set to produce a full calendar of 2019 events by April so these could be published before next season began. The next meeting was scheduled to take place in the second week of January 2020. The aim was to use this to agree a framework for the coming season and also to plan the opening event, which would be an April ball along the lines of the highly successful Cricket Ball that got the 2018 season underway.
- 9.2 A formal net opening event/dinner was planned for June/July next year. A potential option would be to coordinate this with the Lord's test against the West Indies, which started on Friday 12th June, as Michael Holding and/or Courtney Walsh were likely to be in London at that time.

10.0 Safeguarding

10.1 **Club Welfare Officer role** – as agreed at the last meeting, MPI and TH had met with Ashley Dixon to discuss his possible safeguarding responsibilities. Unfortunately, due to work commitments he did not have the time to fully take on the role of club Welfare Officer. However, he was more than happy to provide assistance and guidance where required. He had looked at the club's welfare policy documents and made some suggestions that TH would include in a rewrite of the policy, including incorporating the ECB 'Safe Hands' Policy. Ashley would review the updated document once TH had completed it.

10.2 **WhatsApp Groups** – Ashley Dixon had suggested that if any teams set up WhatsApp Groups parents of any U18 players must be included. For players under the age of 16 only the parents would be incorporated into the messaging group. All existing groups should be deleted and only official team WhatsApp Groups should be set up and managed in line with the club policy.

Action TH to write up the protocol for managing club WhatsApp Groups and get this approved by the Management Committee.

Action TH to communicate with all team captains and vice-captains regarding Disclosure and Barring Service (DBS) applications to ensure these are approved prior to the start of the 2020 season.

10.3 **Defibrillator** – this had now been installed in the kitchen at Overton Drive. Training in its use had still not taken place and was dependent on attendees being identified. It was also noted that defibrillator use would be covered in future First Aid courses.

Action MPI to contact the Club Cricket Charity to ascertain how many club members they can accommodate on their defibrillator training courses.

Action TH to identify the key individuals who should undertake defibrillator training.

11.0 Feedback from Sports Subcommittee

12.1 **Ladies cricket** – the Ladies team would be playing in the Essex League next season. There would be 15 games, comprising timed matches and T20 fixtures.

12.2 **All Stars** – the recommendation was that the club should not participate in the All Stars initiative for any age group, including the new programme for children aged 8 to 11. Doing so would have a significant financial impact on the club and also hamper Wanstead's ability to continue its effective development of junior players and successfully accommodate and support the numbers of juniors in way we currently do.

Action MPI/Stuart Phillips to confirm the loss of income to the club should we participate in the All Stars initiative and share this information with Arfan Akram and Dan Feist.

12.0 Any Other Business

12.1 **Sad news** – regrettably, we had to report the passing in recent months of 3 club members:

- Paul Baily, an active volunteer whose untimely death shocked everyone at the club and who would be sorely missed.
- Peter Rogers, a former 1st XI captain.
- Peter Gurr, who played cricket and table tennis for Wanstead.

12.2 **Oman Tour** – a highly successful junior tour to Oman took place towards the end of October. *The Management Committee would like to thank Arfan Akram for all the work he did in organising this.*

12.3 **2019 Annual report** – LE had circulated a draft version of the club's 2019 annual report.

12.4 **Epping Forest Verderer** – NH had been contacted an Epping Forest Verderer who was elected earlier this year. He was interested in talking to Wanstead as part of a wider initiative to work with institutional Commoners, such as Wanstead Cricket Club, to understand how they can more effectively engage with the forest.

Action NH to arrange a follow-up meeting with the Epping Verderer who had contacted him recently.

13.0 Date of next meeting

13.1 The next meeting would take place on Monday 3rd February. The 2020 AGM would be scheduled to take place on Friday 6th March.