Minutes of the AC Delco committee meeting held on Thursday 19 January 2023

Present: Graham Rosamond (Chair), Phil Butler (Club Secretary), Duncan Turner (Treasurer), Nick Coe (Coaching Co-ordinator), Emma Edwards (Safeguarding Co-ordinator), Gary Carr (Records Officer), Elliott Coe (Communications Co-ordinator), James Murfitt (Field Co-ordinator), Steve Gould (Club Shoot Organiser), Stuart Reilly (Vice Chair), Alex Murray-Twinn (Membership Secretary).

Apologies: None. All were in attendance

1. Matters arising from the minutes of the last meeting:

The minutes had been approved by correspondence in advance of the meeting and distributed to all club members. A hard copy has been placed in the Club’s minute book.

1. Memorial coffee table: The metal worker has been on leave but the Club will make contact again as soon as he returns.

**ACTION:** Chair and Club Secretary.

1. Event Shelter: the Field Co-ordinator has been in touch with the supplier but has nothing to report as yet.
2. Committee role descriptions (drafts circulated with agenda):

Records Officer – agreed without amendment.

Communications Co-ordinator - agreed without amendment.

Tournament Organiser – the draft version was amended and then agreed.

Each committee position now has a role description and these will be made available on the Club’s new web-site when launched.

**ACTION**: Club Secretary.

1. Club Facebook page: This is now open only to members of the Club and their close family.
2. Coaching courses: Three club members have expressed an interest in undertaking the Level 1 (Session) coaching course. One of the club members is unable to study for the qualification right now but would like to be considered at a later date. The other two candidates are to meet with the Chair and Coaching Co-ordinator to discuss what is involved and the commitment required.

**ACTION:** Chair and Coaching Co-ordinator.

1. Fund raising/grant applications: No club members have volunteered to assist the committee with this so the work is on hold unless there is a volunteer or a member of the committee has time to take this on.
2. Membership tags: The committee discussed a number of options and decided on a plain metal tag which would be collected in each year and a new colour issued.

**ACTION:** Chair to contact local golf club to see if they can supply them cheaper than the option presented at the committee meeting.

1. Barclays savings account: The Chair, Treasurer and Club Secretary are now confirmed by the bank as signatories to the account but cannot gain access until they have secured on-line banking for which applications are in process.

The Treasurer also explained that he is to look at the possibility of a new savings account with a better rate of interest.

**ACTION:** Treasurer.

The Communications Co-ordinator explained that his wife was prepared to

audit the club accounts provided this could be arranged around her availability. The committee agreed and thanked Elliott and his wife for the offer.

**ACTION:** Communication Co-ordinator to liaise with Treasurer about the arrangements.

1. Field Maintenance day: To be arranged when weather permits.

**ACTION:** Field Co-ordinator.

At present, the field cannot be use for competitions because there has to be a clear 150yds from the shooting line to the range boundary. There is currently farm feed and machinery placed at 140 yards. The Chair and Secretary have spoken to the field owner who has agreed to move the items by the end of March and work has already been started.

1. Club web-site: The communications co-ordinator explained he needed assistance and a club member had agreed to help out. However, there have been difficulties making the necessary arrangements so the Coaching Co-ordinator agreed to use his good offices to try and get things moving.

**ACTION:** Communications Co-ordinator and Coaching Co-ordinator.

1. Safeguarding Policy: The amendments requested at an earlier meeting have been made and the Safeguarding Policy is now finalised and agreed by the committee. There is reference to an appendix 1 in the policy which is a reporting form; this was not available at the meeting but the safeguarding Co-ordinator agreed to make a form available which can be attached to the policy.

**ACTION:** Safeguarding Co-ordinator.

1. Proposed development plan: A development plan was put forward by the Chair to cover the short to medium term. Work on this is at an early stage but the Committee asked that it should be made available to club members for comments before the work proceeds further. Club members are to be asked to keep suggestions affordable and achievable.

**ACTION:** Club Secretary to send a copy of the draft development plan to club members for comment.

1. Indoor stands for straw bosses: The stands are beginning to show their age and in some cases there is arrow damage to the legs. It was agreed that the stands should be replaced on a rolling programme. It is likely that this can, at least in part, be achieved from spares in the container on the Club field but the committee agreed to consider the purchase of some new stands if necessary.

**ACTION:** Field Co-ordinator.

1. Coaching for Junior Club members: It was agreed there should be an announcement at a future Saturday morning tea break to let club junior archers and their parents know that level 1 and 2 coaches are available on the field from about 10:30am on most Saturday mornings with a County Coach joining them from late morning/early afternoon. It is anticipated that coaches will be available on Wednesday evenings during the Summer season.

**ACTION:** Chair and Coaching Co-ordinator.

1. Confidential Item: The minute of this item is available only to committee members because it relates a specific club member.
2. Committee Reports:
3. Tournament organiser: The postponed January Frostbite is to be rearranged for Saturday 28 January.

The process of drawing up a prospectus for the Chris Sherwood Tournament (to be held on our club field on Sunday 27 August 2023) has been started.

It was agreed that 50 122cm faces should be ordered for this competition.

There is to be an indoor practice arranged at 25m (rather than the usual 25 yds) to assist some club archers in their preparation for a competition at this distance. It was agreed the indoor session on Tuesday 31 January will be for shooting only at 25m from 9:00pm until 9:30pm.

**ACTION:** Tournament Organiser and Chair.

1. Coaching Co-ordinator: Weekly coaching support for St Swithun’s School is going well and some of the pupils are becoming competitive.
2. Field Co-ordinator: The marked out shooting line will be replaced with free stone offcuts so that it remains clear even when the field is very muddy.

**ACTION**: Field Co-ordinator.

1. Records Officer: More archers are starting to send in their scores.
2. Membership Secretary: Enquires about the March beginners course are coming in. A family of 6 has asked if they can have a reduced rate because of the number of participants. It was decided to offer them a taster session at £10 per head so that each member of the family can then decide whether or not they want to go ahead.

**ACTION**: Membership Secretary.

1. Date and time of next meeting: 7:15pm to 9:30pm on Thursday 9 March 2023 at a venue to be arranged.