



NORFOLK SQUASH & RACKETBALL

Executive Committee Meeting Minutes

Held at EATSC on the 7th June 2023 (Start 18:30 – Close 20.30)

Attendees:

Member	Role	Attendance
Herman van den Berg	Chairman	Present
David McCourt – Hall	Vice Chairman (interim)	Absent
Kevin Harvey	Secretary	Absent with Apology
Matt Johnson	Treasurer	Present
Phil Slack	League Coordinator	Absent with Apology
Matt Bolt	Senior Squash Development	Present
Hannah Jones	Ladies Squash Development	Absent with Apology
Sam Henden	Junior Squash Development	Present
David Gouldby	Squash 57 (Racketball)	Absent
Jamie Goodrich	Social Media / Website	Absent with Apology
Rob Hambrook	Committee Member	Present
Sam Jones	Committee Member	Present
Lorraine Sharp	Committee Member	Absent with Apology
Tom Smith	Committee Member	Absent
Henry Geaves	Committee Member	Absent
>> Vacant <<	Committee Member	>> Vacant <<
>> Vacant <<	Safeguarding / Welfare Officer	>> Vacant <<

Welcome

Herman welcomed everyone and thanked the committee for making the time to meet.

Current Action Points

Herman

- Get below templates from ES for review and amendment
 - Equality, Diversity and Inclusion Policy - Point 6 - In hand with ES
 - Register for significant risks - Point 11 - In hand with ES
 - Safeguarding Policy - Point 12 - In hand with ES
- Contact Chris Peach to explore with Lorraine what is involved in safeguarding role. – Chasing date
- Write and forward written warning to player discussed in conduct meeting point 7 - Done

Matt J

- Norfolk Squash to invoice outstanding clubs team fees using template created by Sam J.
- Get Norfolk Squash Organisation Number.

Sam J

- Next Steps on Play-offs / Super Cup + date for trophy night
 - At the end of the season we'll have a play off night + Trophy Ceremony at Limetree. The team winning a league needs to play the team coming in last place of the league above to determine promotion and relegation. Discretion could be applied in certain circumstances.
 - The evening will consist of 3 x Team play off matches topped by a Final Super Cup Match. This will be followed by a BBQ and prize giving Ceremony
 - Summer Leagues finish on the 21st August 2023 with a proposed Super Squash Saturday of 14th October 2023.
- The above to be arranged in conjunction with other committee members and helpers closer to the time. To be finalized at next meeting.

Sam H

- NS Shirt Sponsorship, get design from Jamie and costs to propose approval at next meeting
- Share £ 50 off Poster and details from ES with all clubs / people interested in Level 1 Coaching. Offer ends next week.
- CPM role – continuation and priorities need to be documented and presented to committee at next meeting.

Henry

Bolty

Kevin

Jamie

Lorraine

Everyone

- Review constitution that was sent out as it will be proposed at next member's meeting

Agenda

1. Review and Agree last AGM Minutes
 - Reviewed and agreed by All present
2. Status update on previous actions points
 - Discussed and actioned as per points above.
3. Summer Squash Update
 - Team Fees
 - Only Limetree have paid so far.
 - Norfolk Squash will invoice outstanding clubs. Herman & Matt to action
 - Team Rules
 - League rules have been circulated on committee WhatsApp group and there have not been any objections. It was agreed that we can deviate from these slightly if pre match approved by League Secretary and relevant Captains.
 - Next Steps on Play-offs / Super Cup + date for trophy night
 - At the end of the season we'll have a play off night + Trophy Ceremony at Limetree. The team winning a league needs to play the team coming in last place of the league above to determine promotion and relegation. Discretion could be applied in certain circumstances.
 - The evening will consist of 3 x Team play off matches topped by a Final Super Cup Match. This will be followed by a BBQ and prize giving Ceremony
 - Summer Leagues finish on the 21st August 2023 with a proposed Super Squash Saturday of 14th October 2023.
4. Treasurer Update
 - HSBC Safeguarding – Organisation Number
 - HSBC requires an Organisation Number from Norfolk Squash
 - General Update
 - Funds are healthy but important that Teams fees become active again.
5. Future funds and income
 - Sport England / Active England
 - Utilise when a specific project presents itself and done by application. There is not currently something to consider.
 - ES rebates & Membership Changes
 - Every affiliated club we get 12.5% of Court Fees.
 - Every affiliated player we get £ 1 per person.

- The above changes in September 2023. Clubs will only pay for their courts and players would have to pay for themselves. There will be a free digital version available for players.
- It would be beneficial to promote membership in Norfolk but the benefits don't currently pose a decent enough opportunity to try and enforce paid membership.

6. CPM Update

- Junior Tournament
 - Organisation discussion. Sanctioned events would be beneficial and generate some funds.
 - Sam H is in the process of organising one at Broadland in October. This will be used as a Trial for future events at other clubs.
 - Once finalised Sam H to share details with Committee to help promote.
- Level 1 Qualification – Coaches - £ 50 off (Sam Jones)
 - Please share ES poster and details with all relevant parties.
- NS Shirt Sponsorship
 - Sam H to get design from Jamie and costs to propose approval at next meeting
- Wymondham Court Update
 - Sam H spoke to club. They require refurbishment at approximately 11K. Sam to pass funding details to club.
- Gresham update
 - 12 Kids that play regularly. Sam H to potentially get involved in coaching and help drive development.
- CPM role – continuation and priorities
 - Action point for Sam to document.
- Squash Stars – Sam Jones
 - Clubs must have a welfare officer in place.
 - Sam J to share details on WhattsApp group. I would be good for as many clubs as possible to participate.

7. AOB

- Nothing brought forward

Meeting was closed at 20:15 by Herman and thanked everyone for their time

**Next meeting to be held EATSC on Thursday the 17th August 2023 at
18:30**