

County of Warwick Archery Association Executive Committee Meeting

Held on 17th January 2023 via Zoom

Start Time 7:02 pm

Present: Derek Kelly, Martyn Ellis, Alan Smith, Brian Tustin, David Redding, Mary Kelly, Nick Mitchell, Peter Hughes, Roger Wyton, Wendy Baird
Helen Smedley (Regional Development Officer)
Club Representative: Gordon Jones

1. Apologies

Apologies were received from David Beeton.

2. Minutes of Last Meeting 25.10.22

The minutes of the last meeting were agreed as a correct record.

3. Matters Arising from 2 above

3.1 Derek reported that the trophies had now been cleaned.

3.2 The offer of shooting on a triple face for recurve archers at the indoor tournament had been made. This had been taken up by three archers.

4. Regional development Officer

Helen submitted a written report which is attached as Appendix A.

She suggested that the county where possible should avoid running events during the Start Archery week.

5. Treasurers report/Grants

5.1 Roger presented the receipts and payments account for the last quarter.

5.2 Roger reported that there was quite a lot of activity this quarter resulting in a surplus of £3,710. On the income side, as usual, affiliation fees form the bulk of the income received and the account also included the balance of the 2022 Field Championships entry fees. On the expenditure side, apart from the usual payment of affiliation fees to WMAS the account also included the cost of staging the 2022 Field Championships, coaching expenditure relating to a psychology seminar and payment of the venue hire charge for the 2023 Indoor Championships. This latter item had been taken to the balance sheet as it more properly related to next year's accounts rather than 2022. Also some team shirts had been purchased and again this cost was taken to the balance sheet as stocks in hand.

5.3 Individual Archer Financial Assistance grants of £100 to Monty Orton and £200 to Emelia Hughes were ratified.

5.4 Roger had completed a draft set of final accounts for 2022 and these showed that we had a trading surplus of £3,423 for the year. He had sent a copy of the accounts to John and Keith, our auditors, and would be meeting with them in due course to go through the accounts and get them signed off.

6. Membership Secretary Report

6.1 Rugby Bowmen had officially changed their club name to "Rugby Archers". Brian was not sure if he had mentioned it before but Stratford had also changed name and were now officially "Stratford Archers Ltd".

6.2 There had been no new clubs join Warwickshire this year and there were now officially twenty-one clubs in CWAA. Three clubs had not registered with ArcheryGB and have no ArcheryGB members showing on Sport80. These were Hollybush Field Archers, Project Rimaya and Warwickshire Archery Society, so these clubs had been removed from the county list.

Two clubs, Solihull Archers and West Midlands EMS Archers were registered with ArcheryGB and shown as active on Sport80, but had not yet enrolled any members, so no county affiliations were due.

The CWAA website "Club List" needed to be updated to show the new clubs, any name changes and perhaps the appropriate clubs marked as closed or removed from the list

6.3 Membership as at 31st December 2022 was:

AGB	Seniors 784	Juniors 122	Total 906
CWAA	Seniors 727	Juniors 125	Total 852

This meant that the county was waiting for affiliation fees from fifty-four members, forty-eight of whom were from University of Birmingham AC. Brian was chasing payment, which was a problem with their finance office, and not the club. He was sure payment would eventually be received.

6.4 Brian raised an anomaly with affiliations brought about by the way ArcheryGB record membership data, which they seem reluctant to fix.

ArcheryGB staff have their membership fees paid for them by ArcheryGB and he presumed that they were recorded as "Direct Members". However, these memberships were not allocated to a county by ArcheryGB. Warwickshire had two members, one at Rugby and one at RLSAS who had both paid their CWAA?WMAS affiliations but do not appear in Sport80as having affiliated to CWAA/WMAS. Brian had asked both archers to rectify this and had also mentioned it to ArcheryGB, but nothing had been resolved.

Helen said she would look into this and get the situation resolved.

7. CWAA Tournaments

7.1 Derek said that he would be stepping down as Tournament Officer, but would remain in post until the county outdoor tournament.

7.2 The county indoor tournament would be held on 29th January. Both sessions were full and a waiting list in operation. The trophies for this tournament had been returned.

7.3 The county outdoor tournament would be held on 11th June. Judges had been arranged and record status confirmed.

Derek raised the possibility of adding a short metric round to this tournament, although no medals would be awarded for this. Following discussion Derek asked committee members to email him with any comments.

7.4 There had been no contact with the venue for the clout tournament and this would be discussed at the AGM.

7.5 No arrangements had yet been made regarding the 2023 field tournament. Martyn stated that Dave Beeton was in conversation with a local camping site regarding have a gos. The land included an area of woodland with potential for a field course. Dave Beeton was speaking to the landowner, but it was unlikely that it would be available this year. It was also unclear with whom the venue would be registered.

8. Team Managers Report

- 8.1 Two tri-county matches had been arranged. A junior match with Worcestershire and Gloucestershire, and a senior match with Cheshire and Lancashire. He had been in conversation with the Gloucestershire team manager regarding a round robin county tournament.
- 8.2 Pete reported that he had set up a new Facebook page for county competitions. There was already a page set up by Stuart Wood-Edens and Peter would speak to him.
- 8.3 No county bars had been awarded since 2018 and Peter had received a quote for bars for to cover the period from 2018 to 2024. Peter would place an order so that these could be presented at the AGM.
In 2022 twelve juniors and seventeen seniors had represented the county.

9. County Coaching Organisers Report

- 9.1 Dave reported that the practical days for the session coach course had been arranged at Redhill, one in January and one in February.
- 9.2 There had been a number of coaching renewals since the last meeting.

10. Records Officer Report

- 10.1 Seven new records had been claimed including five which were brand new, principally for barebow.
- 10.2 Nick stated that he was struggling to understand the new structure for junior records as this was not clearly laid down and he was awaiting a further update. Martyn commented that this should have been sorted out before the new system was implemented. Helen would contact Katy to see if she could provide any guidance.

11. Webmasters report

- 11.1 Wendy reported that there were some technical changes ongoing.

12. West Midlands Delegates Report

- 12.1 Martyn reported that the minutes from the latest WMAS meeting had not been distributed, but that from memory the following items had been discussed.
A funding grant for Coventry had been approved.
A number of grants had been made by ArcheryGB and WMAS had had made grants to those that had been unsuccessful.
The junior and senior regional events had been reviewed and deemed successful.
A sub-committee had been formed to review tournaments with respect to cost and uptake, and to consider the possible merging of tournaments.

13. Safeguarding Officers Report

- 13.1 Mary asked if Peter had resolved the issue regarding photographs of junior at tournaments. Peter replied that he would ensure that in future written permission was obtained prior to any tournaments. He was also intending to complete a safeguarding course when one became available.
Mary also confirmed that the ArcheryGB Regulated Activity Flow Chart showed that Peter did not require a DBS certificate.

14. Annual General Meeting

- 14.1 It was agreed that the 2023 Annual General Meeting would be held on Thursday 23rd March and Dave would contact Meriden Village Hall to see if it was available.
- 14.2 The meeting would start at 6.30 pm to encourage juniors to attend and receive their county medals. No medals would be awarded unless archers attended the meeting.
- 14.3 Derek, Mary and Nick indicated that they would not be seeking re-election at the AGM. Martyn stated that he would decide after he had attended a structure review webinar.
- 14.4 Helen raised the question of how to attract more members to the AGM, possibly with a change of format or offering refreshments. Derek asked that anyone having any ideas circulate them to committee members.
- 14.5 Alan asked if the form sent out with the AGM documents to capture contact details was still required. This information could be gathered from Sport80. It was agreed that the form was no longer need

15. Correspondence

- 15.1 Alan informed the committee that he had exchanged correspondence with Helen regarding how the county gets information to individual members. The current process was to send any information to club secretaries for onward transmission. However, whether this occurred could not be ensured. He proposed that a MailChimp account be set up so that the information could be sent direct to members.
Some concern was expressed that members would not wish to receive additional emails. It was pointed out that any member could easily unsubscribe at any time.
The system would be set up and trialed with the distribution of documents concerning the AGM.

16. Any Other Business

- 16.1 Martyn raised the issue of the departure of the ArcheryGB CEO, as there had no explanation given which was suspicious. Helen stated that she was not in possession of any information regarding this.
- 16.2 Gordon asked if the invitation for club representatives to attend committee meetings would continue given the low take up. There was no plans to remove the invitation and clubs would be encouraged to attend.
- 16.3 A suggestion was made that each club present a report to the AGM concerning their activities over the past year similar to how counties report back to WMAS. This would be considered.

Meeting ended 8:25 pm.

Next meeting to be held on a date to be decided after the AGM.

Chairman _____

Date _____

Appendix A

Warwickshire County meeting

Important - County update webinars

Following the 2022 Roadshows, where Senior leaders of Archery GB had a good opportunity to speak to members and in particular about the Structural Review, we have been reviewing the views about a potential new membership programme, and new resources supporting the current archery structure of Counties and Regions.

County Associations have now been invited to update webinars in January and February, to ensure the most up to date information on the Membership & Structure Review projects is shared. Arran Coggan is leading these webinars. The invite can be circulated to your committee members – anyone from the committee can sign up for any of four opportunities (you only need to attend once).

If you have not done so already, please use the links below to register for one of the events through the membership platform (Sport80):

- ~~Tuesday 10 January~~ – <https://agb.sport80.com/public/wizard/e/39675>
- Thursday 26 January – <https://agb.sport80.com/public/wizard/e/39676> Peter and Alan registered
- Monday 6 February – <https://agb.sport80.com/public/wizard/e/39677>
- Wednesday 22 February – <https://agb.sport80.com/public/wizard/e/39678>

Legacy Coordinator Introduction webinar: 23 February

Jamila says:

“I am the part time Archery GB Legacy Coordinator for the West Midlands, which is funded through the 2022 Commonwealth Games. My aim is to coordinate and deliver archery activities that increase participation, retention and most importantly to tackle inequalities or barriers that may prevent anyone from taking up our sport, especially in ethnic minorities.

I will be hosting a short webinar on the 23 February at 7:30 pm, in which I will detail my role. This is also a great opportunity for like-minded people to get to know each other, and how we can come together to promote archery within the West Midlands. I look forward to seeing you all then. Jamila.”

Start Archery Week is 6-14 May 2023 Please complete the Expression of Interest form:

<https://forms.gle/f8odEvoEhT77NPfm9>

Would the County be able to engage with this national showcase for our sport? How can County Associations support events to be well-coordinated and run? Could there be joint events, moving other County events (e.g. competitions/training) away from that week, inviting local press to be aware and feature all the County events (rather than each club having to do this), planning so they are not all on the same date in your County so you can point to the next one if people miss one?

Or could the County coordinate beginners' courses afterwards, or running a central, daytime/schools festival for example, or any other ideas? All archery providers are invited to join in this celebration

of archery this one week a year – could you partner with a local activity centre, leisure centre, or uniformed organisation etc?

CMS support There is a series of webinars onto which clubs can book a slot over the next two months, to help clubs start using the new Club Management System (CMS)

This system will link to the national 'Open Active' platform which aims to make sport and activity as easy to search for and access online as maybe searching for / buying other products online. This will drive more traffic to clubs online, and remove the need to be listed on different activity finders – one link with Open Active will mean the data is available however people access it, so is important clubs are listed on there. The CMS will also be the way to register Start Archery Week event details.

Coach training

I'm very grateful to the work of the CCOs, for promoting the need to be a licenced coach in order to comply with best practice in coaching safely in Archery GB clubs. We have our next Midlands CCO/RCO meeting at the end of January.

Session Coach

Grateful to Peter Minshaw and Dave Redding for taking the Session Coach practical modules at Redhill Archers soon, which are serving Warwickshire archers well in completing their training.

Another set of two modules is coming up soon at Kirby Muxloe in March and April for anyone else that needs one, followed by a set currently running online that will finish at Lichfield Archers.

- **16 & 23 January** Starting your coaching journey
<https://archerygb.org/coaching/find-a-course/39591> (would need to find another module)
- **6 & 13 February** Empowering Archery (Part 1)
<https://archerygb.org/coaching/find-a-course/39592>
- **27 Feb & 6 March** Introduction to Technique
<https://archerygb.org/coaching/find-a-course/39593>
- **20 & 27 March** Creating Engaging Sessions
<https://archerygb.org/coaching/find-a-course/39594>

- **29 April** **Using your Coaching Skills 9am – 5pm at Lichfield Archers**
<https://archerygb.org/coaching/find-a-course/39619>
- **3 June** **Supported Practice and Coach Presentation at Lichfield Archers**
<https://archerygb.org/coaching/find-a-course/39620>

Development Coach

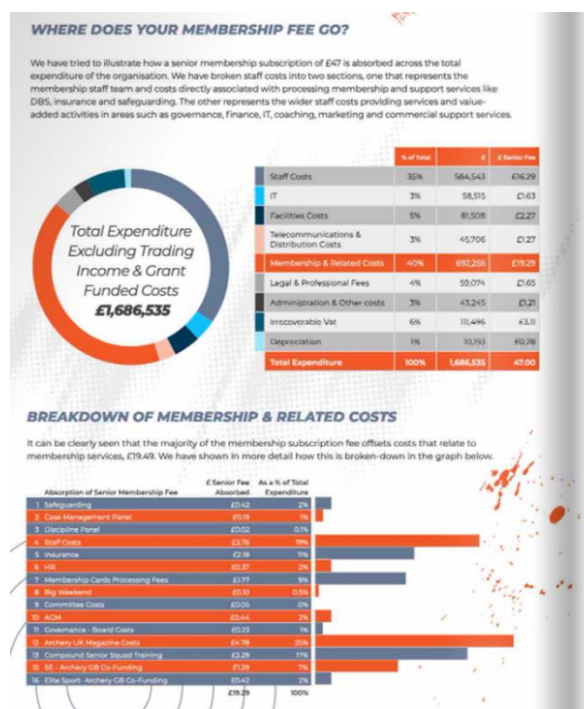
Hoping to run a course later this year. L1/Session Coaches should please let Dave Redding know if they want to take the course.

Sharing Data

Recently I have been asked again about the breakdown of the membership fees, so I wonder if it is helpful to point again to the membership fee breakdown- the latest of which was from the year 2019/2020 but would still be largely the same position in data from the last available year (2020/2021)

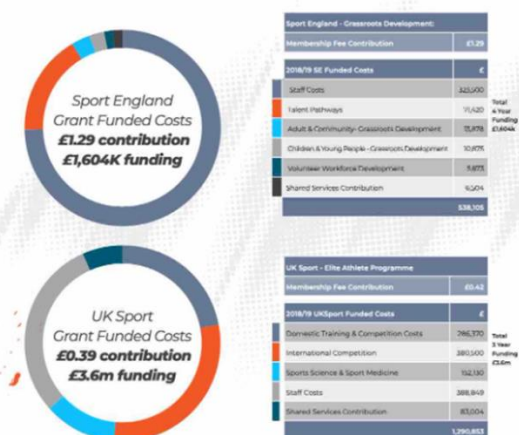


More information is available here: <https://online.fliphtml5.com/oqfs/gvij/#p=36> including total income and expenditure that year, and contributions from UK Coaching (into the elite programmes) and Sport England.



MEMBERSHIP FEE CONTRIBUTIONS TOWARDS GRASSROOTS AND WORLD CLASS PERFORMANCE PROGRAMMES:

We are heavily reliant on Sport England's and UK Sport's investment into our grassroots and World Class Performance programmes. Each member contributes a small amount directly to both programmes and the illustration below shows how these contributions allow us to realise a much larger investment from our funding partners.



LONGER TERM FINANCIAL FORECAST

Our long term financial strategy is to ensure the organisation remains financially healthy and sustainable.

We have currently stabilised our current funding landscape until 2020/21 for grassroots development and World Class Performance Programme.

In line with our strategic plan our financial forecast is built upon the stabilised funding landscape and building our reserves to meet the required investment levels until 2020/21.