

Kinross Hockey Club
Management Committee Meeting
Tuesday 5th May 2015
7.45pm KGV Clubhouse

Present:

Gurdial Duhre, Gail Nelson, Susie McIntyre, Vicki Miller, Michelle Best, Andrew Montford, Richard Savage, Andrew McIntyre, Claire Brownbridge, Dougie Ogilvie

Apologies

David Niven

1. Welcome:

Welcome from Gail Nelson, President

2. Review of inaugural AGM and minutes for distribution

- Attendees checked and changes noted for all men's attendees (add David Dumbreck, Gordon Balfour and Cameron Banks)
- Andrew McIntyre raised point that he felt the men's team would require clarification of what constitutes a social member now that they have adopted the subs system used previously by the ladies team. It was agreed that an explanation should be added to the minutes to explain that a social member is a non-competitive player.
- Suggestion then made to perhaps add a social rate for those who are not going to play matches or train as our social rate includes training fees.
- A few wrinkles remain to be ironed out, for example there should be no 'pay per session' members allowed next season as all members should have transferred to the new direct debit system and rates
- Perhaps rename Social 'buddy' role to Social 'assistant'

Option to send out to members or hold back for AGM? Send out to members

Action point: Claire to make agreed changes (adding explanation of social member category) and distribute minutes

3. Finalising of Policies and Procedures

It was agreed that all documents presented at the inaugural AGM were fine.

These included:

Constitution

Code of Conduct 2015

Equality Policy 2015

Disciplinary Appeals Procedure 2015

Drafted:

Child Protection Policy

Self declaration forms

Transport of young people forms

Safe in care forms

The drafted policies must be revisited as those presented were versions used by the ladies club, with the men having used the standard SHU versions

- **Action Point: Andrew McIntyre / Michelle Best to review and amend the drafted forms for approval.**

- Once all versions are correct and up to date documents can then be added to the website but must be regularly checked to ensure the most recent versions are being used – dates should be added to each document to record the date it was drafted.

4. Club admin / addresses / Communications etc

How do we start communicating? We need to get an email system established so that we can all email each other (currently men's and ladies's contact lists are separate)

It was agreed that communication could be simplified by having separate addresses – Ladies@, mens@ committee@ etc so that emails can be received appropriately

Is it also possible to get:

Kobras@ (or possibly juniors instead as not everyone will know that the junior section are the Kobras)

Treasurer@, secretary@ etc for all roles

Enquiries@ - envisaged that most of these would filter to the Men's/ Ladies secretaries

Action Points:

- Claire to email list to Andrew Montford and to Ollie to enable a domain to be set up via the website (this does not go via Pitchero).
- Andrew Montford to speak to Ollie about the possibility of setting up the above

Formally advising SHU that we are now one club: we need to get clubs 'joined'. Change of trustee forms need to be submitted. Needs to take effect from next season, can we transfer all players to one database and attendance at the AGM would be in representation of the new club.

Action Point: Susie McIntyre to phone SHU to clarify what needs to be done, what forms we can download etc.

5. Role Clarifications

6. Response to East District email (see attached)

Ailidh Hood attended Inaugural Meeting on behalf of SHU as their East representative

Queries her email raised, in response to numbered points:

1. If an umpire is registered with the SHU, why do they need to be registered with separate districts? Is this a specific 'East' district issue? After consulting East district documents, it was felt that the wording 'coaches and umpires should also be registered with SHU' does not clarify the matter.
2. 3 trustees needed to represent the club at East. Would need to be registered at East so would really need to be men as it is their district. Agreed to keep existing trustees Douglas Ogilvie, Andrew Getley and Andrew McIntyre.
3. Why do Kinross need to register as a club with East as well as Midlands, men's team already registered with them, 'East' charge £4 for registering players – this would incur a large cost to the club on top of registration fees we already pay.
4. We don't envisage many women umpiring the men, as has been the case prior to the merger. Need to clarify who deals with umpiring complaints / issues if men umpire the women and vice versa – Dougie will be.
Action point: Douglas Ogilvie to clarify
5. Kobras currently with Midlands and will remain so.

Action Point: Gurdial to draft response to East email for approval from Gail. Reply should also go to Scott Madden as he has been the contact at SHU for Midland

7. Pitch and Fundraising

- Lease

Reps from sub- committee meeting with property department of Perth and Kinross Council on May 13th (Gail Nelson, Andrew Caldwell and Andrew Montford/ or Andrew McIntyre) to discuss what to do with the lease on the land as currently the issue is not moving forward. Currently the ground on which the pitch stands is leased to KGV, it states in lease that the council are responsible for the pitch, we want to change it so that we are responsible for the pitch, the lease covers the ground but not the pitch, the pitch needs to pass to KGV responsibility and management and an agreement then formed between KGV and KHC. This should tidy up the currently 'messy' agreement.

Andy Caldwell will be key to the meeting so that we can get the correct details into the lease.

Vicki Alexander happy to look over any documents on our behalf and provide any insights if at all possible.

- Funding

Main source of potential funding could be from SITA, their main grant scheme is up to £0k, however the situation with the lease will need to be resolved prior to any application.

It is also felt that the council should be contributing more financially to the replacement costs of the pitch. They are currently offering around £18k – this figure would cover the rejuvenation of the pitch, however the replacement the pitch needs will cost £150 - £180k. Are the council liable for not creating the sink fund that was a condition of the original funding received from SportScotland? SportScotland are aware of the situation and it remains to be seen what leverage they may have in helping us to secure greater funding from the council.

However, rather than waiting for these 3rd parties to take action, it is felt that we need to be putting our own action plan into place now.

- Launch of pitch project to members

Project has not yet been launched.

Overall feeling is that by starting fundraising we may be able to apply 'political pressure' on the council to contribute more.

Suggestion from Andrew McIntyre that we may want to decide on a figure that members should aim to raise, plus one for the club (Andrew Montford suggested around £20k would be an approximate and realistic figure.)

We need to establish a fund raising committee asap. Names in mind: Chair/head Andrew Montford/ Gurdial. Directly approach Kobras parents?

(Fundraising ideas mooted: add a surcharge to membership for club; take pledge amounts that people will raise; ring fence amount from existing bank balance)

Action point: Andrew Montford to send out email to members asking for volunteers for this committee

8. Conversion to registered charity

A number of aspects to consider with this.

- Many potential funders will only fund a registered charity
- If we want an interest paying account, we need to be a registered charity
- KGV is a registered charity – we could fundraise through them
- Paperwork required and accounts need to be submitted annually. However, this should not be more than we currently do anyway, but we would need to produce an annual return.
- Can get gift aid (cannot gift aid subs so if a levy applied to subs would need to be kept separate)
- Alternative would be to set up a company. This also requires paperwork.

- Future running of pitch would need to be as a Limited Liability Partnership (LLP), we would get this through either a company or as a charity.
- SCIO suggested as a way forward as is intended as a simpler version than setting up a full registered charity.

A vote was called amongst the Management Committee present and as all 11 present members (from a total of 12 members) were in agreement, the vote came out in favour of this option.

Action point: Andrew Montford to continue research into next stage for this

9. Website, email lists, Club logo

- Do we need a pretty site? Or do we go with Pitchero or Teamer who also do team management? (but are not so pretty, but free)
- Teamer would be favoured over Pitchero as both teams have experience with this platform
- Site would be a channel for fundraising, so perhaps sensible to look at the pretty option.
- Agreed to consider alternatives at next meeting.
- Team management and websites don't need to be linked
- Website as communications tool
- Club Logo – not a priority right now, will be returned to next meeting

Action point: Andrew Montford to mock up an example website/ Andrew McIntyre to look further at Pitchero possibilities.

10. Financial – amalgamation of funds/banking/processes/plans

- New books started 22/04/2015
- Dawn Allison and Andrew Montford have been in discussion, **Dawn to collect remaining ladies funds until June, then close books and forward to Monty.**
- **Need to get bank mandates organised – Monty continuing with this.**
- Issue of large drop off of Kobras during 3rd term due to tennis. Do we offer them reduced subs or do they keep paying? Decision – keep paying

11. Inaugural dinner May 15th – overview / plan

All under control. E-mails to be sent out to remind people for payment. Around 15/20 'from each sex' signed up.

Speeches: Gail was volunteered

Gail requested an agenda for evening, to perhaps include an official photograph.

Men agreed to keep their awards for the night but keep it brief, ladies will also re-announce theirs, and next year we will standardise it.

12. Key dates for season – East, Midland, Competition entries etc

- 11/5 – Midland AGM – Libby & Susie attending.
- East AGM – has been, men did not attend. Men asked to clarify if they should have attended, what the structure of meetings is, were apologies sent etc. **Douglas Ogilvie to chase this up.**
- SHU AGM – only trustees can attend and it is looking unlikely that any will be able to. **Unless anything key on the agenda for us, suggestion made to put in our apologies in advance.**

Competition entries:

Men don't. Ladies do and it is under control. (same as last season and covered at AGM)

Leagues

Men need to confirm team numbers with East. 2 teams have been entered – they are now awaiting confirmation back from East before confirming their members.

Ladies need to complete the Midlands and SHU forms.

13. Socials

Social Golf Outing in June (9 holes Milnathort) – men to extend invitation to ladies in the coming weeks

List of proposed future social events outlined by Vicki:

Xmas night out, pre-season event (eg Club Day and BBQ 22nd August?), Halloween, Quiz, end of season dinner

Plan is to get dates for all out to everyone well in advance.

Plan of action should be in place by next meeting

Suggestions made to change Xmas meal to a New Year dinner as it past experience has shown that it is easier to organise and to attend.

14. Summer Mixed Hockey and Social Hockey

Current cost of £2 per session considered too cheap, potential to raise a little. Sessions can attract numbers in the high 20's and costs are covered over the summer by the fee. Mens club have normally paid for the first 2 weeks of pitch bookings in advance then recouped the money as the summer progresses.

Current decision is to keep cost the same but review later. Andrew McIntyre & Monty will manage keys etc.

Insurance: Ailidh advised us at Inaugural meeting that SHU were putting a package together to offer insurance for the casual players who drop in to summer hockey. Those playing for other clubs, Kobras, University or school will already be covered through registrations/ affiliations, however how do we check who is or isn't registered?

Action point: Insurance via SHU? Or potentially wise to produce a form to be signed by participant. Form to include a disclaimer, U16's will need parent to sign. Gurdial to check with Ailidh for update.

15. AOB

Next meeting proposed for 6 weeks time. Wednesday 10th June, Thistle, 7pm

Meeting closed 9.45pm

Kinross Hockey Club
Management Committee meeting
Wednesday 10th June 2015
7pm Thistle Hotel

1. Apologies: David Niven, Michelle Best, Vicky Miller, Gail Nelson, Andrew McIntyre, Libby, Richard Savage, Douglas Ogilvie
Present: Susie, Claire, Gurdial, Andrew Montford

As a low number of Committee present many points need to be carried over but agenda was covered to catch up on developments

2. Approval of the previous minutes
[Need to carry forward as not enough Committee members present](#)
3. Matters arising:
 - a) AM – generic emails to be created
Sent to Ollie, Ollie would like to show Monty how to do this and therefore it is still outstanding
[Action point: Monty learn how to set up generic emails!!](#)
 - b) SM – SHU registration
All sorted with SHU, new trustees registered.
 - c) DO – East HD umpire liaison clarification
[Carry Forward](#)
 - d) GD – to write to SHU in response to their questions
Has written to SHU in response and received a thanks for response in return. Assume that is issues finalised as no other correspondence / questions in reply to our response.
 - e) AM – fundraising sub-committee to be created
Done – Committee members are: Andy Montford, Richard, Gourdie, Beth and Kirsty, plus 1 formal volunteer – Morvern to do as required (starting with bag packing in Sainsbury's)
 - f) DO – East AGM update
[Carry forward](#)
 - g) GN – SHU AGM update
Gail communicated proxy vote made, awaiting further info (no minutes yet received)
 - h) GD – SHU casual player insurance
Name, DOB and email required and then £5 per player for SHU for insurance if completely casual. Options are – participants to sign waiver? Charge participants £5? Charge extra for training fee and take money from that?
Susie raised the question if our existing cover for members carries over the summer?
Decision made to check if play for a club, if so OK, if, take £5 fee. Monty also suggested in future to have a one off summer training fee.
4. Club secretary report – correspondence etc
Nothing to report

5. Treasurers report – amalgamation of funds / banking/processes / examiner
Original plan was to hand accounts over and transfer balance and this would happen in June. There are currently still monies to come in so agreed to wait til all monies are in. The transfer should be £5 - £6k, making net assets of club around £11k.
As it stands – we have an account
Processes and examiners – nothing yet
[Action point: still need to find an examiner for accounts](#)
6. Match secretary reports
Nothing reported
7. Junior and CPO Convenor reports – A Mc and MB – four draft documents to update: (Child Protection Policy; Self declaration; Transport of Young People and Safe in Care forms)
Nothing reported
[Action point: Suggestion made that reports should be submitted when apologies sent](#)
8. Club Captain reports
Coaches – trying to run with 3 – Gurdy, Dan Marsh, Neil Wilson. Very unsuccessful at trying to find an external coach.
Gurdy to be ladies coach next season (yay!!)
Have also approached David Stott for assistance and he has offered to do something, although cannot commit to a regular thing.
9. Social Convenor report
See attached report sent in by Vicki.
[Action point: need to check social things don't conflict with fundraising.](#)
Events – roughly £300-500 per event raised.
Number of Members – KGV may now not be big enough!!! Tournament will attract a lot of people.
Our fundraising target may need to be more that £1000 and we may need to work out how to make events more profitable.
We also need to ensure we have some fun stuff without a fundraising commitment.
[Action Point: Gurdy to ask Vicky for a plan.](#)
10. KGV sub committee report – Pitch lease
Monty has been back to PKC to ask for extension to lease with no other terms to allow us to make grant application to CITA, process is underway and hopefully complete soon. The extension would be 25 years (to allow us to make grant claims). We will make a new lease hopefully within the next 6 months, looks as though the lease will be with KV with a formal sub-lease to us.
11. Pitch Fundraising Sub –Committee Report – creation of sink fund
Report – How can we ring fence 'pitch money' within our account? We have raised £1600 so far for the pitch. Numbers are on the website and we need to keep a total running.
Still hopeful that we can get Sport Scotland to force PKC to come up with more money. Original funding seems to imply that they need to keep a pitch here for 25 years.
Drains: are we going to get the network addressed? Tiger Turf think it is unlikely that there are any drains under the pitch, hardcore instead. There may be an option for sorting drains at the same time.
12. Conversion to registered charity

Agreed in previous meeting to go this route as we need Limited Liability if we are to own the pitch can get by being a registered charity, the easiest route via SCIO. Advantages – gift aid and a bank account that pays interest. An annual return needs to be submitted along with trustees report to keep up status. This is still ongoing.

13. Website v Pitchero v Teamer – purpose etc

What are we using for what? Proposal was to move to Teamer and use Website as our main conduit for information.

14. Club logo

Options: 1. Adopt existing logo, 2. Become Kobras, 3. Completely new Logo.

We need to create a sub committee to deal with this and take soundings before we adopt whichever option in the future, along with any new kit.

Action Point: Claire to email ladies and Gurdy to email men to get 2 volunteers from each.

15. Social Hockey

As a lot of Kobras not going on to adult hockey and too old for Kobras it was felt that some provision could be made. There is potentially a large number of people who would roll up and play. Can we offer them anything, like summer mixed? Fun local social? Kinross Korinthians? Take money as a subs fee, run like summer mixed. Perhaps speak to the guy who runs the Midlands league (name escaped us) who has had ideas of things that can be done with scheduled fixtures. Age proposed 14-18.

Action point: Gurdy to email men and Claire ladies to get feedback and any interest for taking this on, need 2 volunteers from both men and ladies.

16. Umpire provision

Carry forward

17. AOB

Nope.

18. Date of next meeting:

Proposed for Wednesday 15th July by Gail Nelson. Other proposal Monday 20th July and this was agreed in principle by those present (some awkward people are in CANADA!!!! And then have a BIRTHDAY!!!)

Meeting Closed. Claire told everyone that she is going to Canada. Again.

Kinross Hockey Club
3rd Management Committee meeting
Wednesday 15th July 2015
7pm Thistle Hotel

Note: Suggestion to note 3rd, 4th meeting etc in the title of agenda's and minutes. Done.

19. Present: Gail Nelson, Andrew McIntyre, Andrew Montford, Gurdial Duhre, Michelle Best and Libby Simpson
Apologies: Claire Brownbridge, David Niven, Vicki Alexander, Richard Savage, Douglas Ogilvie, Susie McIntyre

This is the second meeting in a row where we have not been quorate due to last minute apologies. Many points therefore need to be carried over to the next meeting. Suggestion to issue fuller agendas such that those unable to attend can offer an opinion and give their proxy vote, which is constitutionally permitted.

20. Approval of the previous minutes from 5th May and 10th June
[Need to carry forward as not enough Committee members present](#)

21. Matters arising:

- i) AM – generic emails to be created
Done – however complications in managing ongoing mailing lists has meant that a Gmail account has since been created, with mailing lists therein. Management committee have access to update and send emails, this should be widened to team captains. Members will not be able to email other members unless request that Claire or someone forwards their message.
[Action point: Claire to email our members to advise them about new Gmail account. Gurdial and Libby advise team captains about Gmail and access.](#)
- j) DO – East HD umpire liaison clarification
[Carry Forward](#)
- k) DO – East AGM update
[Carry forward](#)
- l) GD – SHU casual player insurance
Difficult to monitor, but aware that £5 casual player fee needed to have insurance cover for anyone not already registered at KHC or with another club. We discussed drafting a summer mixed hockey register with a waiver notice on it. All persons playing mixed summer hockey would sign this register once. The waiver thus being highlighted and the individual can choose whether to register casually for insurance cover.
[Action point: Gurdial to mock up a draft register](#)

22. Conversion to Registered Charity

Monty has taken advice and has form ready to be completed to apply for SCIO status. Discussion at May meeting was quorate and pro taking this route. RBS could have up to £10k available if charitable status.
[Action point: Monty to complete the form and email it to committee seeking approval](#)

23. Men's Section proposal for coach/players

Information from some unnamed senior players in the men's first team had been circulated prior to the meeting. Discussed as two separate matters though issued as one document.

- a. Re paying player Ali Vaughan to return and play at Kinross and waive his membership and kit fees: mixed views – every penny a prisoner at the moment; does one player make a dramatic difference to team results; likelihood is he would only stay one season; may disenchant existing members; desire to increase pool of talented men's first team players and improve league position; also desire

to achieve greater things and encourage talented youngsters to stay at the club; geographic location of Kinross will always mean losing students. As for some male members part funding this – perhaps this could be done in isolation without club involvement?

- b. Re paying for proposed coach Ian Chapman: apparently Ian is a Level 2 coach and will continue his work at Cala but wishes to expand his coaching portfolio. Some KHC men have approached him in regards to men's Tuesday night coaching only, but this needs clarified. Some views were: trial period see if we are a good fit; what is his rate and his level of availability/commitment? – can he help on Saturdays at matches; is it men's first team or both teams, and is there capacity for other areas – ladies and or Kobras?; he would need to invoice us for his time for our book-keeping purposes i.e. self-employed; the men would need to buy in and start attending training in greater numbers. Agreed it was a great opportunity and to further discuss as the club are keen to develop our players' skills through home-grown and external coaches.

Action point: No vote possible on either subject as non-quorate. Gurdial to seek further information with some urgency as start of season fast approaches.

24. Club Secretary Report – correspondence etc

Claire on holiday but had emailed for kit/logo and social hockey volunteers. Thank you written to Young Farmers. Thanks to be written to Sainsbury's and Ladies Circle. Ladies Championship League and Men's District Cup entries completed.

Action point: Claire to write and thank Sainsbury's and Ladies Circle.

25. Treasurers report – general update/ bank mandate/sink fund/examiner

Accounts will not merge until August as ladies monies still coming in (approx £5k due). So far £549 surplus on new club accounts since 22nd April. Currently £9741.00 in KHC account of which net assets of £9429, made up of £5139 free reserves and £4290 pitch fund. No sink fund opened yet as this needs the SCIO status, hence urgency. No examiner found as yet. Banking mandates not yet sorted. Membership form/Welcome Pack to be updated for start of season issue.

Action points: Monty to obtain and arrange completion of banking mandates for new club structure/access/security. Gail to ask the tennis club examiner if he could help. Claire/Monty to update/prepare membership form and Welcome Pack.

26. Ladies & Gents secretary reports

Men's fixtures are out. Championship League and Midland fixtures not yet issued, Midland could be early August.

Pitch bookings for training have been completed all full pitch at KGV: ladies Wednesdays 6.30-8pm; Kobras 6.30-7.30pm Tuesday and 6.30 – 8pm Thursday; men 7.30 – 9pm Tuesday).

Match pitch bookings – Dollar had asked whether men wished to use their pitch again this season and men's first team are for this. Various comments: we need to support KGV pitch as KGV are willing to part fund new pitch so if we use our pitch less then less income to KGV too; hopefully algae treatment will have helped our pitch, but unknown till wet and frosty weather starts; appreciate fully the joy of playing on a nice pitch however we are Kinross and need to be based here; Dollar pitch fractionally smaller than standard though no men's complaints so far; Dollar pitch more expensive (as is Kilgraston, NICC, Strathallan); every penny a prisoner at the moment and we did not budget for standard higher running costs. Suggestion to book KGV for all home matches, and only book other pitches as and when required for contingency purposes.

Ladies 2XI wish to play home matches at 3pm slot (rather than 1.30pm slot) in order to open opportunity for further Kobras and young players to play. Never a one-solution-fits-all as ladies 1XI also have players involved in school Saturday morning activities and men also find 10.30am slot too early if all 4 teams at home on a Saturday. Could all games decant by half an hour later? Vary it week by week to be fair to all. Byelaws don't allow ladies to play pre 12 noon.

Action points: Monty to confirm Dollar pitch rate for info. David/Susie to discuss and book KGV times for home match pitch bookings taking the above into consideration.

27. Junior and CPO Convenor reports – AMc and MB – four draft documents to update: (Child Protection Policy; Self declaration; Transport of Young People and Safe in Care forms). Kobras essentially finished till mid August apart from some adhoc sessions by Monty on Tuesdays. Some players representing Midland at U16.
Action point: Andrew to review all Kobras start of season and CPO forms and meet with Michelle to formalise before next committee meeting.
28. Club Captain reports
Invitations for men to Dunfermline City tournament on 5th September accepted. Invitation from Stirling Wanderers for 6-aside mixed tournament on 1st August £60 per team – to be accepted.
Action point: Gurdial to accept Stirling Wanderers invitation and organise team though he is not available on the day, Libby probably is.
29. Social Convenor report
Club Day 22nd August 2015 – plan from Vicki is round robin play from 11am till 3pm; BBQ or inside food; £5 per head; Raffle and tombola; email to be sent in next few days. Worry from committee that time is ticking on. Happy with BBQ idea and could use gazebo's if inclement weather. Is £5 too cheap, does this just cover pitch and food is additional cost? Clubhouse is booked, but is the pitch booked?
Action point: Vicki to liaise asap with details and let us know what is required from other volunteers. Gail mention in newsletter?
30. KGV sub committee report – Pitch lease
Stuart Younie, PKC has been on holiday so no progress (he returns this week). Lease extension is progressing. Discussion/response on floodlights and drainage pending. SportScotland info to hand for discussion at next meeting with Stuart.
31. Pitch Fundraising Sub –Committee Report
- Ladies Circle – cheque for £750 presented on Tuesday, further £750 next year.
- Social hockey - Bernie & Wendy Marshall both volunteered. Suggested night is Monday due to other activities, but Mondays no use for Bernie. Target group is older Kobras and back-to-hockey players i.e. anyone not already playing competitive hockey. Asap start hoped for. Check pitch availability?
- Longest hockey match – reviewing feasibility of running the longest hockey match. Pete Smith currently investigating Guinness World Records, but think 48hrs. Idea for June 2016.
- Kinross Show – idea to have a stand at the show was aired, then shelved, and re-aired this evening - apparently it's not too late to apply. Libby happy to take ownership and coordinate on-the-day plans. Andrew, Michelle, Monty, Gail, Nell, Beth, Vicki all available to help. Kirsty available for Friday night set up. David might be available but already involved in the show.
Action point: Gail to ask Nell about equipment and put her in touch with Richard for yes/no decision and then put mention in newsletter. If yes Libby to seek and coordinate volunteers and plans for the day.
- Sponsorship Document – Richard has worked extremely hard on sponsorship document, now in final stages but some queries on pavers, goals, dugouts, shirt sponsorship to be answered by SHU.
Action points: Gail to chase SHU. Richard to send a draft copy to all Management Committee.

32. Website v Pitchero v Teamer – process to streamline

Website created by Monty is working well and has been positively received. Monty may need help at the start of the season for regular updates. Request to add a club calendar to the website for any social dates, tournaments, a “what’s happening this month”

Action point: Monty to add calendar

Domain name of kinrosshockey.co.uk can be retained without Pitchero. To avoid confusion and duplication for browsing visitors and our members, the Pitchero and ladies websites will be closed down in the near future, in advance of this check with members whether there are any historic aspects which they wish preserved or transferred to new website.

Action point: Claire to email members asking about historic info and website comments

Teamer will be used for team selection/details. Ladies account to be updated to reflect KHC if possible and men to get logon access and players set up.

Action point: Gurdial and Libby to coordinate this with team captains

33. Club logo

Options: 1. Adopt existing logo, 2. Become Kobras, 3. Completely new Logo.

Libby and Lindsey Knight are willing to be on this long-term project as no new kit planned until after the new pitch is in place. Volunteer(s) from men required. Andrew mentioned that Fidra have new strips which are reversible.

Action point: Gurdial to seek volunteer(s) from men’s section.

34. Social Hockey

Discussed under fundraising, see above

35. Umpire provision

Andrew keen to ensure annual flow of new club umpires and will speak to Scott Madden regarding a plan. Gail mentioned she could contact Brian Moore (Midland umpire convener) or Maggie Connacher (East) should we require a Craft Night for theory paper and or practical testers. Suggested practice matches for men’s and ladies second team games or pre-season friendlies and tournaments.

36. Publicity

Kinross Newsletter has agreed to collate info from Dougie, Susie and Andrew for our 3 sections and place on same page of the newsletter. We need to ensure that we mention our donors and sponsors and that we meter these out over the months and not all in one month, i.e. Young Farmers only this month. Also felt that the role of Publicity officer is becoming more essential with the increased fundraising and club activity. We need to get or message out there about danger of losing players if pitch not replaced. Gail wondered if Karen Elwis would be willing to take on the publicity role.

Action points: Gail to ask Karen re publicity role. Gail to send newsletter info this month, deadline Friday 17th July.

37. AOB

Hoping that more men step up to the mark for fundraising come start of the season. Suggestion that President and Vice-President need to get this message out.

Coach Training – Andrew will speak to Scott Madden regarding maybe running a Level 1 course as a follow-on from previous Hockey Leaders courses.

38. Date of next meeting:

Proposed for Thursday 13th August 2015. Michelle doubtful for this date - others?

Meeting Closed 9.35pm

Kinross Hockey Club

4th Management Committee Meeting Minutes

Thursday 13 August 2015

7.00 pm Thistle Hotel

Present: Gurdial, Claire, Gail, Vicki Alexander, Richard Savage, Andrew McIntyre, Andrew Montford

1. Apologies: Susie McIntyre, Michelle Best, Libby Simpson, David Niven
2. Approval of the previous Minutes (5th May, 10th June and 15th July, First, Second and Third meeting respectively)
Minutes proposed and approved
3. Matters arising -
 - a. DO – East HD umpire liaison clarification
DO absent – carry forward
 - b. DO – East AGM update
DO absent – carry forward
 - c. GD – SHU casual player Insurance/draft register for mixed hockey
Will be drafted for next season
 - d. AM – SCIO registered charity application – update
Form filled, a few issues with constitution
AM/GD reviewing our constitution versus SCIO constitution requirements
 - e. AMc/MB – child protection 4 draft documents to be updated
AMc /MB to update draft documents after attending workshop on 26th August
4. Men's Section proposals for coach/players/Dollar pitch
 - a. Paying players to play for club
Matter re-addressed as previously not quorate. Committee view is seen as being against paying players to play. General consensus has been no. Decision made to stick with 'no' vote.
 - b. Paying proposed coach
Proposal for Men's coach, query as to why a proposal not in place for a ladies coach. It was explained that no one has been found for the ladies that we can offer a proposal to. If a candidate is found then a similar proposal can be offered for the ladies.

Proposal; viewed as a positive move forward for the club and it that would take the pressure off captains, presidents etc who can then enjoy their own hockey. Agreed to try Ian Chapman, invite him along to a men's session and see if it is a fit for both parties. Need to clarify payment (in arrears, by invoice etc)

Action point: Captains to speak to Ian to arrange a trial period that both sides are happy with and agree what will be done if, for example, a week was cancelled due to the weather and other such instances.

c. Playing first team matches at Dollar

Comparison of rates: Pitch costs – season 2014/15

| Facility | Rate per Hour | Cost per Match | Comments |
|------------|---------------|----------------|---|
| KGV | £33 | £55 | Full pitch member rate including floodlights |
| KGV | £23 | £35 | Full pitch member rate without floodlights |
| Dollar | £75 | £112 | Standard cost with or without floodlights |
| Kilgraston | £40 | £60 | Standard cost with or without floodlights |
| NICC Perth | £43.75 | £65.63 | Club rate with floodlights – not sure if this is PACES linked with KLHC |

Dollar looks to be a very expensive option. It is felt that we should be supporting KGV in preference every time. There are concerns about 10.30am pass backs and men finding it difficult to play this slot. Ladies cannot play before midday as per Midland rules. Spreadsheet being collated by DN and SM indicates approx. 3 potential clashes of all teams playing at home on same day and DN and SM going to do their best to get all matches booked back to back in the afternoons. This means that the men are not automatically going to be assigned a 10.30 slot every week and therefore KGV should be available to them at a more amenable time.

Vote was 'No' to all matches at Dollar, 'Yes' to flexibility however if we need to look elsewhere for a match venue then the price must be taken into consideration and venues other than Dollar considered.

5. **Club Secretary Report – correspondence etc**

Thankyou letters sent to Ladies circle and Sainsbury's.

CB also queried what to say to players asking to join with regards to payment for initial session. Confirmed that can come to a couple of sessions for a trial at no charge, then would need to join ad pro rata if necessary.

6. **Treasurers Report – general update/bank mandates/subs/examiner**

Accounts have been combined to one set of records. Monies not yet transferred as one payment still outstanding from ladies. Once collected, this can be done.

Query raised over ladies training on Wednesday's and how ladies collect key and pay for pitch. Ladies currently keep a stock of cheques signed by one person with LLL filled in at top, ready for completion and payment when needed. Men pay for pitch on Credit card and then claim back. Both systems have worked fine for parties previously. Monty has asked for invoicing from LLL but this does not look promising. Monty not keen on the idea of blank cheques. Need a system for payment and key collection as we move forward.

Temporary solution is for Gurdial to collect key and pay by CC for next few weeks, however when matches resume and there will potentially be 3 x matches to pay for, another solution needs to be found.

Also a query for a player to operate on a pay to play basis. It was argued that she, and others, have other commitments and cannot always come to training and some players drop in and out so could we consider pay to play on this occasion. Whilst we do not want to put off and lose younger players a lot of discussion has gone into setting rates for subs. Youths rate is £150 including all training and matches. As stated a lot of work went into calculating fair subs rates and we wish to avoid the complication of different rules for different people. Rates set must be used.

Monty to confirm how much that player paid last year and verify if in line with this year's rates for a youth player.

Subs: Monty will be receiving all subs forms and putting on a spread sheet which committee will have access to enable up to date record keeping. For data protection contact details will not be shared out amongst members – if contact details needed then it is up to players and captains to liaise and ensure they can keep in touch.

Monty to receive all subs forms, put on a spread sheet and advise committee how to access.

7. Ladies & Gents Secretary Reports – pitch bookings/tournaments/fixtures

Spread sheet being finalised to sort all team matches for the season so that a block booking can be made.

8. Junior & CPO Convenor Reports

Child protection: Andy Mc sending out forms to those who need to update details and speaking to Michelle about what else needs to be done. See also point 3 e.

Level 1 coaching course may be a goer as lots of interest – AMc to follow up with Colleen, SHU

Midlands District tournaments: discussions with Scott Madden to formalise so should hopefully have a couple this year. Richard will send rugby fixtures to AMc to coordinate dates.

Umpiring: AMc aiming to work out who has done paperwork to offer them chances to practice.

When does Kobras start?: AMc to send out email about dates and refer all other queries to the parents page on website.

9. Club Captain Reports

Nothing to report. Men meeting on 17th August.

10. Social Convenor Report – club day 22nd August plans/other dates

Club Day: 44 definite, 10 maybe players. Vicky arranging teams but concerned over young age of some, feels need a separate match for younger Kobras.

Vicky to liaise with Andrew and Monty to sort out young player teams

Pitch booked 11 – 3pm, Vicky thinks may be needed longer. Vicky to collect keys, organise marquee and tasks and confirm job allocation with volunteers.

Halloween – date to be arranged with KGV as soon as Club day out of way.

Cricket Club: asked for a team for Saturday. Must decline as clashes with club day

CB to contact cricket club to decline.

11. KGV Sub-committee Report

Lease still being worked through with Stuart, need to get it finalised asap. Redrafting is currently underway. KHC to get councillors non board.

12. Fundraising Sub-committee Report

Onus on us to communicate with local council and get local counsellors involved. We need to establish who to arrange a meeting with / send document to start applying pressure to council internally to up their funding proposal.

Decision will sit with education department as will come from their budget, need to draft and send a letter / document.

Richard to contact Sport Scotland again

Gurdy to forward a letter to AMc for sending to council

Kinross Show raised £220

Sponsorship Brochure shown at meeting. Looking to get 200 printed. Richard to email round for final comments / proofing. FOC printing obtained by Richard through Allenders, Edinburgh.

Euan Fergusson – Director of the Kinross-shire fund, spoke to us at Kinross show as a potential avenue of funding for which we do not need to have charitable status. AM to contact

Jimmy Fraser – co owner of the Court House and Wild Packs and is keen to look for sponsorship possibilities. He is open for discussion and to offer advice. GD to set up a meeting with him to take forward.

Eden Legal: Leslie Mearns – may be worth keeping in mind for future, knows Karen Elwis

Offer has been made by Stewart & Smart, George Shiels to sponsor Kobra Kit. AMC to follow up.

Brochure should enable us to push forward with approaching people for sponsorship.

Monty also proposed to ask all members to put forward any contacts they have for local businesses / people that we could approach.

Sponsored walk: Herald Kuijpers and Tim Bentall (Kobras Parents) have offered to run a sponsored walk. AM will meet with them to discuss what needs to be done and get a date in the diary.

World's longest hockey match: Pete Smith, Brian Jennings and Andrew Getley organising. Will need 3 ladies to help. Timescale: looking to be held next June.

13. Communications – Gmail/Roles/Teamer – decommission original websites

Claire felt that the Kinross Gmail address needs to be monitored as so easy to just hit reply rather than trying to find relevant address. Agreed Claire to monitor, AM has already removed 'mailbox unattended' message.

For ease of contact it was felt a Kobras coaches contact group needed, also some crossover of older male and female players who may be moving from Kobras to adult hockey – example being when notification being sent for resumption of ladies training this would have been of interest to some of the Kobras.

Action Points:

CB – find out from Kirsty which Kobra girlies should be added to 'ladies' group and add

Monty – get 'enquiries' email address directed to gmail account rather than Claire's address.

Monty – Put together Kobras coaches contact group

CB – amend / update address issues that have recently arisen

Teamer:

GN to email Kirsty and Vicky C to put men on to ladies teamer page, then forward to Gurdy to send to men's captains.

Old website: feedback on items to be kept:

Requests for:

- Record of past victories (men)
- Images for history
- List of silverware won (ladies)
- Tours (ladies)

Can these be pulled off and a history page put on website? Or add all to google drive?

CB to keep Monty up to date of any further requests.

14. Club logo / kit

Sub Committee = Linsey, Libby, Chris Robson, David M

Need to decide brief to take forward. Brief drafted and to be sent out to committee for further comment.

GN to send draft of brief to committee and collect feedback

15. Social hockey

CB raised a point made to her by an initial volunteer for this that this session was presented as one thing but in a follow up meeting it appeared to be another. Volunteers were under the impression it would operate a little like summer mixed hockey – open up, have a match. They did not know that might be expected to coach and promote.

The format of this session needs to be clarified so that volunteers know what they are volunteering for and need to ask for volunteers again as timetabling and availability proving difficult to match up. AW to speak with Wendy M. These are not intended as coached sessions.

16. AOB

Karen Elwis unable to take on publicity role.

Injured players not playing or training but on committee – agreed to waive any subs

Coaching Credits: £2 for adults and £1 for juniors (U18) for coaching if in charge of a group and adhering to a code of conduct (eg on time, in charge of a group etc) Voted yes to this proposal **Monty to monitor**.

17. **Date of next meeting** - Monday 14th September 2015 time and venue tbc

Meeting closed at 9.30pm

Kinross Hockey Club

5th Management Committee Meeting Minutes

Monday 14th September 2015

7.00 pm Thistle Hotel

Present: Gurdial Duhre, Gail Nelson, Vicki Alexander, Richard Savage, Andrew McIntyre, Andrew Montford, Susie McIntyre

18. Apologies: Claire Brownbridge, Libby Simpson, David Niven

19. Approval of the previous Minutes
Minutes proposed and approved

20. Matters arising -

a. DO – East HD umpire liaison clarification
To be dropped from matters arising

b. DO – East AGM update
To be dropped from matters arising

c. GD – SHU casual player Insurance/draft register for mixed hockey
Will be drafted for next season

d. AM – SCIO registered charity application – update
There are two different formats. First format is a single tier with three trustees. The second format is to have a club separate from the charity and the club pays the charity. The charity would only deal with the pitch. Club is user of the pitch and unincorporated. SCIO would have separate accounts. Pitch liability would lie with the SCIO. 3 trustees and separate constitution for the SCIO.

GD to obtain a copy of the draft constitution for a single tier format and send round

e. AMc/MB – child protection workshop was attended. Club/MB rather than governing body will have responsibility for checking ID etc going forward. Changes going live at the end of October. AMc drafted documentation with MB is reviewing.

MB to send form registering us to SHU

21. Treasurers Report – general update/bank mandates/subs/examiner

- Subs have starting coming in. All Kobras subs are now in.
- We currently have 100 members and 15 trialing.
- 5 adults have not paid yet.
- The estimated projected income is £23,000 with £12,000 still to come in.

- The pitch fund currently has £5,800
- We hope to have a surplus this season.
- GN advising that the online registration form has been very good. There is limited access to the online forms. AM has access and can provide the link to those that may need it. **CB has the link and has to register with SHU.**

22. Ladies & Gents Secretary Reports – pitch bookings/tournaments/fixtures

SM advising that the pitches are booked. The ladies umpire rota has been sent out but there is a problem with the email. **SM to resend ladies umpire rota through gmail account.**

23. Junior & CPO Convenor Reports

- A new disclosure form has been sent out to Kobra coaches.
- Junior coaches are fine but they have been short on Thursday training. Last Thursday there were 60 Kobras and only 4 or 5 coaches.
- District – AMc is pressing Scott and Harry in Dundee to get a tournament. There are two proposed days for hosting in Kinross; one date in November and one in March.
- AMc waiting to hear back from Scott re level one coaching and umpiring – **AMc to chase Scott**
- We have one Kobra goalie kit for 11-13 year olds. Beth is letting Bart try her old one. **AMc to monitor the situation re goalie kit and we may need to discuss potentially buying a kit.**

24. Club Captain Reports

Nothing to report.

25. Social Convenor Report – club day 22nd August plans/other dates

Looking to arrange a day at the club when the majority of teams are at home for food and drink. This is a social thing rather than a fundraising.

Halloween night will not work due to clash with rugby club.

VA looking at other possible nights before xmas – discussing ideas of race night, nutrition workshop, ferret night. **VA to arrange social events before xmas**

Discussing what socials we can do for Kobras. **AMc to think if we should arrange a separate social night for kobras.**

26. KGV Sub-committee Report

- We are not going to do billing in arrears because 2pm pass backs may or may not need flood lights. People are paying upfront and AM will pay back.
- Councillors have agreed to meet on 24th September with a view to them approaching the council on our behalf.
- AM has been chasing Stuart about the lease. Stuart is going to amend this. We can not move forward until we meet with the councillors who can give us a ball park figure re their contribution.
- Discussing stalling RS investigations regarding Sports Scotland while we deal with the Council. Sport Scotland wanting a run down on the history of what has happened so far. **RS to wait until after the meeting or send a holding email.**

27. Fundraising Sub-committee Report

- Committee to meet next week.

- Total warrior took place last week.
- Two parents of Kobras are going to run a sponsor walk. We are looking at March/April 2016.
- Korinthians is due to start next Monday from 7.30 – 8.30. Wendy and Lindsey are arranging this. Unsure whether poster is up in the High School. **GN to get notice board updated in rugby club and ensure Elaine Page has posters to put up in the High School.**
- Fundraising brochures are done. **GN to send email out to club members to ask if they have a contact and, if so, to get in touch for a brochure. Fundraising Committee will discuss further on Monday and get back to GN to confirm what the email should say.**
- AM was going to contact the Kinrosshire fund person but asked if somebody else would contact. **GN to contact.**
- GD has contacted Jamie from Courthouse but has not had a response.
- **AMc will contact George at Stuart and Smart.**
- **If anybody has any other brochures that they intend to give out then email AM in the first instance to advise.**
- **RS to email and thank Allander for the assistance with the brochure. RS to also thank via facebook and twitter.**

28. Communications – Gmail/Roles/Teamer – decommission original websites

- Gmail working ok.
- Old website not yet closed. AM thinks that the items that were to be kept have been.
- Ollie has decommissioned the pitchero website. **GN to decommission women's website.**
- On our website we should put a list of any corporate donations with a link to their website.
- **AM to set up news archive on website**

29. Club logo / kit

The committee has been made up and the guidelines will be emailed to this group to begin working on it. **GN to email out guidelines.**

30. AOB

- Kinross Newsletter – **AMc is to put forward items for Kobras. Dougie is to put forward items for men. SM is to put forward items for women.** The editor will ensure that all three are side by side. **SM will get in touch regarding the Korinthians. Dougie will get in touch regarding the boys that are in Midlands.** The deadline is at 5pm on Friday before the newsletter is due to go out.
- Email Enquiries – all enquiries should be sent to enquiries@kinrosshockey.com
- Easyfundraising.org.uk has merged and AM will look after.
- There is a facebook page which Kirsty Dunn has created. The adult one is to be kept separate from the Kobras. **VA to look at ensuring that all the men have access to the adult facebook account**
- Young Farmers – 27/9/15 Young Farmers are doing an event at KGV. Mr Parry and Gail are going to umpire.

31. Date of next meeting – Wednesday 28th October at 8.15pm venue TBA (GN to ask re using KGV)

Meeting closed at 8.30pm

Kinross Hockey Club
6th Management Committee meeting
Wednesday 28th October 2015
8.15 PM KGV Clubhouse

1. Apologies: Vicki Alexander, Libby Simpson, Richard Savage, David Niven, Dougie Ogilvie

Present: Claire Brownbridge, Gail Nelson, Michelle Best, Andrew McIntyre, Andrew Montford, Gurdial Duhre, Susie McIntyre (sufficient number to be quorate)

2. Approval of the previous minutes (14th Sept)

Minutes approved and agreed to await approval of minutes at following meeting before putting them on website

3. Matters arising:

a) AM – SCIO registered charity application – update

Paper has gone to a friend of AM for feedback and advice – awaiting response.

b) MB – Child protection policies, documentation etc

Form has been sent by MB to SHU that will allow her to verify documentation in order to prove identities on forms, e.g. disclosures. No response as yet but disclosure has come through for RS to Michelle, so clear they have her details as the contact.

Policy – has been updated since attendance at workshop. Needs to be adopted as a committee.

Action: MB to send updated policy to management committee for approval.

Some main points (post workshop):

A consent is needed for U14's to play for/in Midlands, needs to be signed by a parent etc. MB keen to have parental signature on something, not just a checked box on registration form. Midlands also keen for this, a separate form therefore needed for those members.

Action: MB to generate and issue form to parents of U14's

Must have transportation form to prove carriers of children are insured etc. Club must be able to prove this. Applies to under 18's being carried.

MB to reuse ladies forms for this

Anyone involved with U16's (coaching etc), even if they are U16 themselves, must be PVG'd.

AM has hand out self dec. forms and needs to follow up to ensure done, then provide MB with a list with those who have filled out. Confirmation of these forms should then go direct to MB direct from the disclosure people.

Medication – do we have named first aiders and are they PVG'd? we need to collate a list and have copies of their certificates to prove

CB to consult information on registration forms and email those with first aid qualifications to ask for copies of certificates to be sent, to enable this to be put together.

We need some form of list of medical conditions and emergency contact details so we can use the info if we need it. Poses data protection issues, however agreed we need something and need to have it accessible to certain people – Captains and vice's, coaches for Kobras.

We will need to ensure that parents are aware of need to advise us of any changes in medical conditions and medication. Emergency contact numbers etc.

AM to add this to registration form, CB to collate and print off copies of necessary information to pass to relevant people.

c) AM/CB – registrations / subs outstanding

Registrations for Corinthians are being set as Casual on SHU database. Should we put them on Dragon's Den for financial support? Forwarded as a matter for Fundraising Committee to consider.

d) Bank Mandate update –

Monty needs to have a second approver for paying online
[AM to set up electronically](#)

e) AMc – Level 1 coaching and umpiring courses – update from SM

AMc met with Scott (SHU development officer) level 1 coaching courses being held in Dundee in November, Monday 9/10th, Sunday 15th, Sunday 22nd.

Looking to host one at KGV first quarter next year – AMc has a list of 5 or 6 names as possibilities for this and will hopefully pull others in from other clubs.

4. Sponsorship Brochure

We now have it, Monty to send out to individuals so that we can have an individual approach to companies for sponsorship. Request for voluntary employer info to be emailed – should avoid duplicate approaches and may highlight a strong area for approach.

5. Nutrition Night

Positive responses. [CB to ask Alisa Wilson to set a date for it so that this can progress.](#)

6. Club secretary report

Registrations being logged. No outstanding correspondence.

7. Treasurers Report – general update

Bank balance £24649, of which pitch fund is £6500 (and includes the £750 Ladies Circle pledge). £10k still expected to come from subs etc. We need to become a charity to start earning interest on this!!

Petrol money / travel expenses – a form for application for this is available from website. Will also enable us to keep a log of credits, travel costs, umpire expenses. Good feedback has come from this and AM finding this method easier to manage. *Are we happy to pay petrol costs to umpires if they cannot travel with team? Yes.*

Training Courses – Historically Men's club have paid 50% towards cost. Are we going to continue this? Points to note: if an individual signs up with SportScotland 4 weeks in advance they can get a percentage towards costs.

Agreed that as long as the course is pre-approved by the Club and is of benefit to the club we will continue to contribute up to 50% in addition to any monies claimed from SportScotland. Approval is discretionary from Committee in advance, based on costs, relevance etc. It was felt that we want to encourage and support people wherever sensible.

[A page of policies on expenses and funding is needed – AM to draft and submit to Committee](#)

Vicki Silvera has offered to act as our external accounts examiner (former members of ladies club)

8. Mens / ladies secretary reports

Libby provided an update on Ladies results, not reported here as results are available on the website.

9. Junior Convenor report

AMc attended Midland District meeting. Midlands have secured £8.5k to support junior competitions next year. As of January, every last Sunday of the month there will be a junior tournament. Bits and pieces of equipment have been bought and being stored at DISC for this

KGV booked for 15th November for a mini tournament by AMc – open to any interested clubs.

10. CPO report – see 3b

11. Club Captains reports

Feast or famine with teams. We will receive a sanction for men pulling out of Cup. Need to put this down to experience. We are obliged to fulfil 1st team obligations first, according to byelaws. Overall there is disappointment

about not making this match. Communication must be addressed regarding such action. Decision to enter cup was based on 2's not having as many matches this year. A Cup team should be put together for people who want to play in Cup matches and not assumed to be 1s team entry, and a format for this should be agreed on for next year. Ideally team captains and club captains should consult before decisions are made to withdraw from matches.

Men's coach – It looks as though the men will no longer have a coach as Cala have invited Ian back and seems he is going to accept. Neil needs to get something firm from him about whether he is coming back or not. Players may need contributions to be refunded. [GD to ask Neil to provide confirmation](#)

12. Social Convenor report

VA getting Xmas dinner booked next week.

Burns supper – suggestions for venues were asked for. Response is: LLL, Boathouse, KGV, Courthouse. We are not obliged to use LLL for this as we will be having annual dinner there, which will fulfil our side of the sponsorship agreement. It was agreed that numbers will dictate venue.

13. Fundraising sub-committee report – update /plans

When meeting Scott (SHU development officer) it was mentioned to AMc that Fife Council may be planning to lift the new pitch at Michael Woods in Glenrothes as Carnegie no longer use it. Don't know if this will definitely happen, need to keep ears open. [AMc to chase to see if we can get our hands on it!](#)

Nicola Marchant has offered to help with fundraising as has experience in this field researching big companies who give money to little causes. She is currently being co-opted onto sub- committee.

Gerrold Kuijpers has fixed a date for a sponsored walk on 20th March. [Need to get information out for this.](#)

Kinross-shire Fund – GN is submitting for this but unsure we meet criteria. Needs a signed copy of men's accounts from last year. [AM to forward.](#)

14. Club Logo & Kit

Chris Robson has done some work on this. [Need to get rest of subcommittee together to get feedback](#)

15. Publicity

Newsletter – a mixture of people submitting content for the article. Good feedback on October entry, creates an interesting report. Continue with this format. Ad hoc articles from members, eg Struan, KHS Head Boy, or an article from a Korinthian.

16. AOB

Umpires Badge – a new system of a day then assessment match trialled last year. Unsure of any dates available this year. Awaiting feedback from SHU. Brian Moore is contact. New local umpire tutor being allocated to assist Brian and Colleen.

17. Date of next meeting: 10th December 7.45pm, likely to be KGV but await update (may be affected by locations for training)

Meeting closed @10pm

Kinross Hockey Club
7th Management Committee meeting
Thursday 10th December 2015
7.45 PM KGV Clubhouse

Present: Gail Nelson, Andrew McIntyre, Andrew Montford, Gurdial Duhre and Vicki Alexander (non-quorate)

1. Apologies: Claire Brownbridge, Libby Simpson, Richard Savage, Michelle Best, Susie McIntyre, David Niven and Dougie Ogilvie

2. Scott Madden – Scottish Hockey, Tayside & Fife Hockey Development Officer: Scott advised that he will be our contact (and not Ailidh Hood). He confirmed that KHC is one of his Focus Clubs and that he is here to help but needs to know what our focus is.

Pitch – SportScotland are reviewing the technical aspects of possibly lifting the Michael Woods pitch in Glenrothes and re-laying at KGV. Three contractors have said this would not be possible, one a maybe. Fife Council would contribute a portion to avoid landfill costs - Dougie Milne. SportScotland (JG) considering tactic with PKC. Scott will update pre Christmas, but this will be a slow process.

SHU strategy to grow hockey at all levels – Corinthians tick the box.

Club First Tool – discussed this tool used for club health checks and agreed it seemed worthwhile to complete. Scott to forward link and suggests this would take an hour and best to schedule prior to a committee meeting. Projector and Wi-Fi needed so KGV Clubhouse suitable. Carnegie and Wanderers have completed this already. **AMc/GN to confirm date to Scott.**

Club Accreditation process – Silver or Gold levels. Email sent earlier this season by SHU. Carnegie currently going through this. Scott happy to consider this with KHC but we felt perhaps to leave this for a year or so until we have pitch sorted and can focus on growth.

Level 1 Umpire Courses – minimum of 10 people required to run a course with Colleen. SHU trainers being trained at the moment by Charlotte Jones. Scott will bear us in mind.

Level 1 Coaching Courses – again SHU trainers being trained. A course will run at either KGV or Strathallan in the new year – date tbc. SportScotland funding available towards the cost. Can also apply as a group, easier admin re funding. PKC may also part fund through PACES accreditation which the ladies have.

3. David McIntyre – Logo & Kit Working Party update: Chris, Libby, Lindsey, Richard and David have met and discussed various options for club logo. The attached sheet shows final options, the preference of the working party and those at this meeting being the bottom logos (reverse options shown for each colour of strip). The reasons on getting to this point were agreed as logical. The only question asked was about the writing font being the same as those of the Kobras and Corinthians logos?

Kit – home kit to be purple and white shirts as per our constitution. Samples shown of men's shirt from Adidas. Ladies Adidas shirt would need to be custom made and designed. Logo to be put on shorts/skort. Black shorts/skort the suggested route (men don't want purple shorts, ladies don't want white skorts, black is a change). Away kit? - rarely used but could be considered further down the line - keep current kit as away option meantime. Bulk order for Kobras kit considered. Each person to have a club number. Club online shop with Gilmour Sports for individual orders thereafter. Personalised samples to be available in January from Gilmour. *(Note post meeting: apparently the sample shown was Kobras strip not gents, and ladies and gents shirts would both need to be custom made).*

Seek sponsorship now for men's and Kobra's sections for next season, ladies have obtained a 3-year deal with Clark Thomson Insurance Brokers. Select strips and have them okayed by members asap with a view to ordering for next the start of season 16/17 if sponsorship in place.

4. Approval of the previous 6th Meeting Minutes (28th October 2015):

Unable to approve as non-quorate, carry forward to next meeting.

5. Matters arising from 6th Meeting (28th October 2015):

- f) **AM – SCIO registered charity application – update**
Application submitted. Follow-up questions answered this week. Await decision.
- g) **MB – Child protection Policy, documentation etc.**
Policy and documents amended and updated by MB then SHU changed some requirements. Gail to review documents sent from MB and reply, then **MB to issue to committee for review and adoption**.
Still waiting on approval for PVG checking for MB – request submitted to SHU but no confirmation visible yet on Core system – **MB/CB to follow up with SHU**.
U14 Parental Consent forms need to be completed – **MB to issue**.
Transportation Forms need completed – **MB to issue**.
PVG applications to be processed as needed – **MB to manage**.
- h) **CB – First Aiders information collate**
First Aiders – list to be compiled by CB. Copy certificates to be obtained. Check all PVG's.
Medical Conditions list for captains/coaches – solution to be agreed. **Action MB/CB**.
- i) **AM - Bank Mandate update**
Agreed President, Vice-President, Secretary and Treasurer would be appropriate signatories.
AM to send link for mandate completion to the above people.
- j) **AMc – Level 1 coaching and umpiring courses – update from SM (see above)**
- k) **CB – Nutrition Night with Alisa** – waiting on a date option from Alisa. **CB to follow up**.
- l) **AM – Expenses Policy** – AM to draft for review. President and Treasurer to. **AM**

6. Reports:

- a) **Club Secretary** – No miscellaneous correspondence. East Player List to be compiled – **GD to review with AM and advise CB**
- b) **Treasurer** – Breaking even monthly. £29,861 in the bank inclusive of pitch fund £8600 including the £750 pledge from Ladies Circle. Total Warrior ~£500 pledged still to come in. Two men still to pay subs. One Kobra still to upgrade to Youth.
- c) **Mens & Ladies Secretaries** – DN & SMC looking to book pitches for second half of the season. Complaint from East re Perth venue, but not forbidden to use it. Problems providing enough umpires. Could continue as is, but Niv will look into options to suit best.
- d) **Junior Convenor** – due to meet on Monday with other clubs to discuss tournaments etc. MUGA being used for Kobras training, not ideal for quality coaching. Some indoor sessions planned to make up for shortfall. This Sunday 2hrs indoor planned at LLCC for U10 and U12. Mid monthly tournaments from January onwards. Getting back onto KGV would be a big help.
- e) **CPO** – see above update and actions.
- f) **Mens & Ladies Club Captains** – Ladies now settled numbers but results needed. Youngsters coming up nicely into 2s, but no league wins for 2s this season yet. About to lose 2/3 key players from 1s. Ladies training at Kilgraston is going well, but the later start is affecting some members being able to attend.

Coaching - Mens coach Ian Chapman has ceased and returned to Cala – GD wrote and thanked him.

Training - Men elected to continue training on Tuesdays and chose Strathallan as their venue – rate £75/hr full pitch with no half pitch options – numbers varying. Men will review training options for second half of the season as Strathallan is cost prohibitive.

Leagues - Mens 2s have less matches than the 1s this season, but with league restructure the 1s will have less next season. Would we have sufficient numbers for a 3rd team, a development squad in Midland league for example? Would this be allowed i.e. men playing in 2 different districts? Meanwhile need to keep players motivated, equal squad numbers, fair substitutions and equal amount of play where possible.

- g) Social Convener** – 26 people planned for Christmas Dinner at The Courthouse this Saturday. Burns Night planned for 23rd January 2016 at The Grouse & Claret, details to follow from VA shortly. VA to ask Stuart if he can cover from January onwards. Pub Quiz and End of Season Dinner to be organised. Kirsty & Alisa discussing Kobras social event. AMc looking into a Golf Day.
- h) Pitch Convener** – no report from RS. KGV lease amendments in process with PKC. No access to KGV till dry weather and pitch can be brushed as per McNabs. The question is insurance and liability for play in current condition. Various funding applications in process - Arthur Margaret Thomson Trust and Scotrail. Knock-back from Kinross-shire Fund. Other applications pending lease agreement.
- i) Funding Sub-committee** – Nicola has drafted letters to approach potential donors. Response from members re employer info was poor. Gerold Kuijpers has organised Sponsored Walk for 20th March 2016 – different routes/lengths dependent on age groups – launch end January. Round Table Santa Sleigh 10 men & 10 ladies planned for Sunday 13th December. Rotary application submitted. Men supported Kinross Cycling Club with an event recently and hope for a donation in return. Kinross-shire Winter Festival bad weather and lack of stall hindered the cause. Help offered to Kinross Road Runners, no reply as yet. Wording required for Clark Thomson sponsorship deal to place on website/newsletter etc - **GN Action**.

7. AOB: Nil

8. Date of next meeting: **Thursday 28th January 2016 at 7.45pm in the KGV Clubhouse**

Meeting closed @10.20pm

Kinross Hockey Club
8th Management Committee Meeting
Thursday 28 January 2016
7.45 pm KGV Clubhouse

Present: Gail Nelson, Andrew McIntyre, Andrew Montford, Gurdial Duhre, Claire Brownbridge, Libby Simpson, Richard Savage, Susie McIntyre, Dougie Ogilvie (quorate)

32. **Apologies:** Michelle Best, David Niven, Vicki Alexander

33. Scott Madden (SHU) – Clubs First Development Tool:
See separate report

34. Chris Robson – Club Logo & Kit

Chris Robson, Lindsay Knight presented proposed kit and new logo. Initial brief was to combine the mens and ladies logo and design a new kit for the men, ladies and Kobras.

Points made / raised:

- It was reported that the club colour purple made the job quite difficult (limited number of companies able to produce kit in this colour).
- Sponsors logos – would be printed, if there is a change of sponsor a patch can be added over the top to cover old logo and accommodate the new sponsor.
- GN queried if it would be the same font through all sections of the club, as per previous minutes.
- There followed a discussion as to having separate KHC, Kobras and Korinthians logos or if we should use the same logo with a different word underneath – this would be free to incorporate, unlike a separate logo that would have an initial cost of £30 to set up for application. It was felt we should have an overriding ‘brand’, with ‘sub – brands’ for each club section. * Logo agreed at previous meeting was option 2, with Kinross hockey club as the whole club logo, with no separate logos for Kobras or korinthians *
- As Korinthians are not playing league matches they currently do not need a separate kit.
- Lindsey and Chris recommend Adidas on quality and value, but do need to confirm sizes as very small - after looking at a range of suppliers and seeing who could satisfy constitution colours, Adidas came up as the better option due to the quality of the fabric and the kit, and for customer service. Lindsey pointed out that as the Adidas kit is made very small we would need to ensure we got a range of sample sizes before ordering.
- Cost of Skort / Shorts and top would be £72.50
- Would members buy their own and club buy a set in addition, or just the club buy the kit?
- Other costs noted were an ‘off the peg’ option for the tops – men £11, Kobras £9 and bespoke £33 – the bespoke option would be necessary for the ladies so they match the men, as no off the shelf option available for the ladies. This led to the question of would it also, therefore, be worth spending more on the men’s strip, to make costs equal?

- Sponsors and numbers would be vinyl.
- Lindsey to clarify if the embroidery is free on the shorts and skorts as well as the top.
- Sponsors logo positioning :
Gold 1: across lower chest
Silver 2: across shoulders (no regulations about this)
Bronze 3: just below number
- It was felt it would be nice to have ready for club day in August, so orders taken in May.
- [It was agreed to table the financial angle for a future meeting](#)

35. Approval of the previous Minutes (28th Oct & 7th Dec)

6th and 7th minutes both proposed and agreed

36. Matters arising -

- MB – Child Protection policies ; transport form ; parental consent form ; PVG requests – update MB on the case, apologies for absence at meeting but will have the information out next week.
- CB – First Aiders information collate
Not yet done – need to ask for certificates etc.
- AM – Bank mandate – update
In process
- CB – Nutrition Night with Alisa
Had been approved and left with Alisa, but no further forward. Advised to shelve until next season.
- AM – Expenses Policy
On website now.

37. Reports

- Club Secretary
Nothing to report
- Treasurer
£32K in bank, £11K of this is pitch fund (including persimmon homes donation of £1000 and ladies circle donation that are not yet cash)
Projected surplus is £12K for the year (this excludes pitch fundraising but includes a small amount of ladies sponsorship (one sixth with the rest carried on profit and loss)
Books – start / merge date 21st April. End date? Subs – last collection date is the last day in June. In the constitution the financial year end will be the last day in February.
- Mens/Ladies Secretaries
Pitches booked until the end of February, waiting to see if Kinross playable before then and if so bookings can be cancelled. Men playing at Dollar, ladies at NICC.
No other issues.

d. Junior Convenor

Andrew M – junior training has been on the MUGA at KHS as and when. Numbers have dropped, unsure whether this is seasonal or due to playing on the MUGA. All are keen to get back on KGV pitch. Now entering Midlands tournaments, with one this coming Sunday – 20 odd kids going to Dundee.

e. CPO

Nothing has been reported. AMc to touch base with MB on this. PVG's – plan is to get them all brought along for MB to check them. MB has forms that enable her to start the PVG process and these can be collected from her if necessary.

f. Mens/Ladies Club Captains

Midlands meeting – AGM set for 9th May

Midlands Youths – doing well in indoor and outdoor interdistrict

Festival of Youth – talk of scheduling the U14's separately

Sports Scotland – young persons sports panel – last year was forwarded but did not go anywhere, Alex Wilson will let people know about this again if it does this year. LS raised that she had asked Midland why we had no invitation (at request of treasurer) – believe this was minuted.

Mens

- GD raised issue of progression through teams. Proposed that to get into first team you must play 2 games for the 2nds first, so that there is an impression that the player has earned their place in the team. This also raised the question of if a returning player should serve their time again, and where should the line be drawn? [Agreed to think this over and leave to discuss at next meeting](#)
- Overall issue is the need to do something to retain players and encourage the youngsters
- 3rd team – getting fewer games for 1st and 2nds's this and next season, leaving no opportunity to play some other youngsters. Should the men enter a 3rd team into the Men's Midland development league? Most of these games would be on a Sunday so would not be a pressure on the pitch and as some players not available on a Sunday it would let more Kobras get involved in a Men's side. Feedback on this has generally been positive and that it would also provide a good opportunity for people to get umpiring practice.
- Would need to check if this would create any problems for men playing in different leagues, Andy Mc is asking Scott Madden and we would need to know when we would need to let Midlands know, will also need to take into account cost.
- Would also need to prioritise the right players to get in the team if a lot wanted to play from the other teams.
- There are regularly around 8+ players 'surplus' across 2 teams, plus the Kobras, so numbers should be sufficient. Possibly arrange some friendly's first to see how it goes before committing? A Mc to try to arrange some Sunday fixtures.

g. Social Convenor

- Quiz Night next event, no date as yet. Vicki is going to get in touch with Stuart and ask him to start taking over as she will be slowing down now due to baby.
- How to make money – need a ‘big’ night and to have good bar takings to make most money.
- Burns supper broke even and was enjoyed by all.
- AMc mentioned an annual golf outing which he plans to open up to all.

h. Pitch Convenor

Plugging away. Got through to McNab, they will be on ASAP to brush pitch but it has not yet been brushed. Need to get PKC to treat Algae in the autumn.

i. Fundraising Sub-committee

- March 20th is Kobras sponsored walk, finishing at KGV for pizza and drinks. Mainly just Kobras involved but plan to issue forms to all members if anyone else wishes to take part.
- May 14th – asked by Kinross road runners if we would like to enter. Cost £20 for race which is a half marathon. This £20 would come back to us. If 8 people offered to run the Road Runners would give a donation but we need to help marshal. Will send out after the sponsored walk so that it does not detract.
- June 11th – ladies circle – help needed.
- Otherwise grinding to halt slightly – we need to start getting big grants to get over the 40% needed so that we can start accessing other funding avenues.
- GD keen to ensure that we are clear what we expect from the council.

38. AOB

- Ladies have Clark Thomson as sponsor for 3 years. Men and Kobras now have Soho wealth as a sponsor for 3 years. Gowrie contracts have offered silver sponsorship for ladies.
- Community sports hub – need 3 different clubs to form a hub. GD has put club forward as he feels it does not commit us to anything as yet.
- Suggestion that umpires get £10 game credit if they have to give up a game for the seconds to umpire for the firsts (men)

39. Date of next meeting

Thursday 10th March

Meeting closed 10.30pm

KINROSS HOCKEY CLUB

Minutes of the 9th Management Committee Meeting

Thursday 10 March 2016

1. **Present:** Gail Nelson, Libby Simpson, Gurdial Duhre, Andrew McIntyre, Andrew Montford, Richard Savage, Douglas Ogilvie

Apologies: Claire Brownbridge, Michelle Best, Susie McIntyre, David Niven

2. **Minutes of 8th Management Meeting (28/01/2016)**

Minutes of the previous meeting were not available at this time. It was agreed to review and approve these at the next committee meeting

3. **Clubs First Tool**

The report had been circulated to the committee previously.

- **Vision mission statement required for the club**– should be simple and non-specific.
- **Member Survey** - It was felt that a member survey should be compiled first to gain feedback from the club members and then for the committee to formulate a vision statement. Draft survey to be revamped and aim to circulate to the Club using the Club website and not Survey Monkey- aim for this to be done before the AGM.

Action: Gurdial

- **Player & Coach Pathways** – player had been compiled by Monty but not to hand – agreed that an overall pathway to be compiled.

Action: Andrew Mc

Once agreed, the above draft documents should be passed to Scott Madden for comment.

4. **Kit**

The sub-committee had presented their findings at the last meeting- no decision had been made on design. Strong emphasis had been placed on Adidas but concern that sponsor options are then limited due to stripes on sleeves. Logo had been agreed. Kit has to last for 3 years – shirt only has to be replaced at the end of this term. Costings: should be a compromise with private purchases not being penalised.

Options:

Shorts/skorts – Players pay £25. Socks to be decided.

- a) Shirts – Club purchase 16x each adult team in a range of sizes and numbers. This is the team kit and each team will assume control of the shirts and their washing. If players wish to buy their own shirt – cost £36

- b) Players pay a deposit e.g. £40 – players then have their own shirt and return it at the end of the season – if not returned then the deposit is forfeited.
- c) Ladies players do not pay and club pays the full cost for the shirts and own them completely to be collected after each match. Men pay a deposit of £40 and keep their shirt for the season

Decision – Option a)

- Adidas strip – sponsor name not to be put on the shorts/skorts
- Sub-committee to review further discount/reducing the cost as the committee appreciate the work to date and the kit looks good, however we have concerns about the amount we will need to charge the players

5. **Matters outstanding** – currently all in progress

6. **AGM**

Date set for the Wednesday 4 May 2016. Venue KGV – to be booked.

Papers – send out per constitution; forms for roles to be compiled

Action: Gail

Social Calendar – dates to be set at the AGM

Subs – proposed no changes

A concern was raised that the club may be losing players who were paying their subs and not getting games. The option of social membership at £85 was reminded which offers up to 3x games and includes your membership and all training. For purely social members, i.e. those not wishing to play matches, Korinthians should be encouraged. It was however felt that the payment package for the club could be better presented on the website and this should be reviewed.

Action: Monty

KGV bar – apparently club members should be eligible for discount drinks at the bar, further information required and if found to be true, promote this to members.

Action: Richard

7. **Social Convener**

- Quiz night – agreed to leave until the beginning of next season
- Annual Club dinner – Loch Leven Larder, date proposed Saturday 28/05/2016. Seek organiser, perhaps Ralph Hepburn, and Libby happy to help? *[Note post meeting – Stuart Smith has agreed to organise].*
- Awards – to be summarised **Action:** Dougie
- Tour – invite received for Orkney tournament 30/04/2016 for ladies with option for men too, review if we would like to attend. Gail to reply.
- Golf Day – to be organised for all members, Texas Scramble **Action:** Andrew Mc

8. Fundraising and Pitch update

- **Pitch** – Monty has asked for 4 quotes and received 2 so far, with 3 visits to site. Some varied opinions as to whether or not a new shock pad will be needed – if not then saving could be £40-50k.

| | | | | |
|----------------|------------|--------------|------|---------|
| Pitches | Tiger Turf | £191k | 18mm | 11mtrs |
| | Polytan | £183k | 18mm | 6/8mtrs |
| | Edel | £198k | 18mm | 8/9mtrs |
| | Thortons | no quote yet | 10mm | 12mtrs |

Football/Multi-Use – 18mm better.

Polytan and Edel – poorer ball speed and running time, possibly not suitable for us.

Tiger Turf and Thorntons pitches will run faster and truer. Tiger Turf may require more maintenance than Thorntons.

Tiger Turf is installed at Michael Woods, Dalnacraig, Mary Erskine, Watsons, Dollar and Heriots.

Polytan at Perth Academy.

Edel at ESM @ Inverleith

Thortons at Kilgraston

Hunters, Aberdeen to give quote for Tiger Turf and also a clone (Lee Spinners). Samples and lab tests for all.

Club needs to consider maintenance and groundwork machinery that requires to be purchased if doing our own maintenance. 18mm carpet require brushing weekly. McNab maintenance estimate £10k per annum.

Lines should be “tufted in” and not painted, otherwise budget each year for line painting.

Action: Richard

Project management - it was suggested that Ian Davidson should be considered – also Club must ensure that liability is clear – Gail agreed to liaise with Ian.

Action: Gail

• Fundraising

- Rejection from the Bank of Scotland foundation.
- Nicola Marchant has agreed to write more letters looking for monies.
- Sponsored walk - ~30 so far taking part
- Half marathon – 14/05/2016 – asking for volunteers - club would get £20 per volunteer (20 possible slots).
Action: Gurdial
- Ladies Circle – 2 City cycle race 11/06/2016 – require volunteers to man their stall at Millbridge Hall

in return for their donations

- Draft accounts presented by Monty

9. **AOCB**

- **Kobras Junior tournament** 03/04/2016 – looking for volunteers to help
- **Community Sports Hub** – launch date June. Gurdial representing KHC.
- **Query coaching expenses** – request for travel expenses from 2 men who have helped with coaching whilst training was held at Kilgraston- this should be sorted out by the men's teams.

Action: Monty

10. **Date of next meeting**

Monday 11 April 2016

Venue – KGV

Time - 1900hrs

Kinross Hockey Club
10th Management Committee Meeting
Monday 11th April 2016, 7pm KGV Clubhouse

AGENDA

Present: Gail Nelson, Andrew McIntyre, Andrew Montford, Claire Brownbridge, Libby Simpson, Richard Savage, Michelle Best, Dougie Ogilvie (quorate)

1. **Apologies:** David Niven, Vicki Alexander, Gurdial Duhre, Susie McIntyre

2. Minutes of 8th (28/01/16) and 9th (11/03/16) Meetings
Both sets of minutes approved

3. **Survey**
GD was investigating different ways of wording / additional questions for the Club first survey sent to us from Scott Madden. This was emailed for feedback. (See attached survey)

The purpose of the survey is to help us to write a mission statement for the club.

GN read through. AMc commented that it sounds to be aimed at the adult members of the club.

Questions accepted – 1, 2,3,5,7

Recommend remove Q4

Add ‘would you be interested in gaining a first aid qualification’

Remove free shirt incentive (survey is supposed to be anonymous, would be difficult to know who the shirt is to go to)

AM to redraft and add to the website for GN to access and answer in order to check it, then AM can put the survey live.

4. **Player Pathway**
Copies passed out for committee to consider. **Feedback to be sent to AM in order for him to collate it then to prepare draft 2 with Andy Mc.**

5. **AGM – papers, agenda, people**
Date of AGM Wednesday 4th May 7pm. Committee looked over the documentation prepared by GN:
 - Proposed Agenda – no changes to note
 - Office bearers process – add Corinthians Convenor as a role
 - Election of management Committee form – fine – returns to CB. Agreed to accept proposals in writing by Sat 30th April.
 - Roles for next season – do we need to add a men’s match secretary role? (Ladies currently have this position) DN fulfilling requirements of this post currently, but his concerns about his ability to attend Management Committee meetings mean that his current role as Men’s secretary may not be suited to him. Making him Men’s match secretary would allow him to

continue his role and not affect the committee's ability to be quorate in his absence. Agreed to add role of Men's match Secretary.

- Financials to be presented at AGM but not sent prior to meeting with AGM papers.

6. Subscriptions 2016-17

Following from last meeting RN presented views of some club members and also an alternative proposal for subs:

- There have been some complaints from members about the initial outlay of subs. Can we change the structure by having joining fee then collect money throughout the year? Discussion about previous rates for men - £95 plus £3 match fees, but it was acknowledged that the men's club needed the Kobra's fees to break even.
- GN pointed out that there had been no drop in numbers for ladies due to new subs system and that numbers at training had increased as a result of the training fee being incorporated.
- Concerns raised seem to be mostly concerned with 'value for money' if players are not getting to partake in matches and therefore feel that they are paying for something they are not getting. This is particularly an issue for those making themselves available but not being selected.
- Is the current structure a barrier to people joining?
- Collection of match fees – it was agreed that this was a headache for the treasurer, and for captains.
- How much do we need to charge to be able to operate and to survive? Difficult to answer as dependant on numbers.
- DO felt that once pitch is renewed there will be a better acceptance as there will be more club spirit.
- It was reiterated that players should approach the Treasurer if they are out due to injury, for example, for part of the season and can no longer participate as the option is there for players to stop paying fees for a period of time.
- Proposed for presentation at AGM: no change to subs rates as easier for match fees to be collected. However, there is an awareness of the concerns for players not playing as many matches as others and we may look to introduce an intermediary banding to cover full SHU membership and training fees.
- It was noted here that is important for a note to be kept of how many matches each player plays to ensure we do not have members down as social and playing more than 3 games and vice versa.
- As per brochure we need to get photos after each match.
- AM to add 'if you have any concerns over your ability to play each week speak to the treasurer' to the website. Also GN to mention this at AGM to give members an opportunity to voice their concerns.
- Alternative of initial fee then pay as play relies on captains collecting match fees and someone collecting training fees every week.
- Overall 'we are keen to find a middle ground that allows for inclusivity for members and also the needs of the treasurer'

7. Kit

What is next step? Need sizes and numbers but not sure if the decision that had been made about the kit had been explained explicitly to Chris or Lindsey. **LS and AMc to speak to Lindsey and Chris respectively in order to communicate the Committee's decision.** Then we need to obtain sample sizes to allow us to collate an order. This needs to be done ASAP to hopefully allow us to have them in time for the AGM or for a separate kit meeting.

8. Annual Dinner & Awards

Stuart has booked Loch Leven's Larder and is currently trying to organise a disco. Cost will be around £35. Disco or no Disco? Those present were not particularly interested in having a disco, a ceilidh alternative would be too expensive. It was decided that simply dinner and drinks would be the better option.

Awards – Around 6 awarded by Men in previous years. Should we use the same structure for men and ladies? Yes – **DO and AMc to provide GN with details to allow her to get the ladies awards streamlined.**

9. Summer Hockey

When to start – first Tuesday in May

What to charge? £2 last year barely covered costs. £2.50/£3.00? £3.00 agreed as fee this summer.

Can we do away with cash? Decided to take a register and then bill members at the end of the summer – we need to take a register anyway to check for non-club members, who will also need to sign a disclaimer.

Summer slam / matches over summer – sometimes difficult to get numbers, would like to try to organise a few mixed friendlies, **RS to approach Innerleithen to see if there are any mixed team options we can join in with.** Other option out there, for example 7's in Edinburgh, sourced by Kirsty.

10. Club Day

Will we do one? Need to find a new social convenor to organise it as Vicki will not be back. Potentially to be held on the 27th August? Suggested we could also look at the format to see if we can find a way of encouraging older Kobra's along to adult hockey.

11. Fundraising

Business case put forward to John Fife at PKCC with a view to the matter being table at the council meeting at the end of April. Unfortunately as he is on holiday until the day after the meeting it is now likely that it will not be tabled until June. AM to speak to Cllr Giaccopanzi to push the matter to be presented in the April meeting, otherwise time will be very tight for us to get new pitch in for next season.

- Land Trust application rejected.
- Big donation from a Kobras parent of £800
- Fund now sits at £10940 in account. Most money is now going into Kinross Astro account; this currently holds around £2000. Total therefore around £13k.
- Sponsored walk – so far around £1000 has been raised.
- Overall we have raised £92K
- We have £19K of free reserves and £35K in the bank.
- We will need money for extra equipment for maintaining the pitch **-DO to ask Binn skips if they will sponsor this.** Initial costings for maintenance are:
 - McNab estimate £10K annually, covering weekly brush, 3 deep cleans and a decompaction.
 - Henderson grass can sell most equipment to do the maintenance ourselves for around £10/£15k, and a contractor would deep clean it.
 - Could get a tractor with a drag brush for 3/4k.
 - Buying equipment would create issues for storing and maintaining it. A shipping container would be £2.5K, KGV happy for us to situate one on site.
 - There are other options for maintenance and there is still work to be done to find out about them, eg George Watsons have someone in 3 times a year.

RN speaking to people from Tiger Turf to try to establish the best maintenance option.

- Floodlight maintenance – RN spoke to DC lighting. £1500 cost for a one off call out every 2 years, or when needed. Alternatively, £62.50 paid per month as a maintenance retainer. Contract option was opted for as preferred option.

12. Reports (round the table briefly)

CPO – PVG form now on SHU database to allow MB to check forms and identification for applicants.

13. Date of next meeting

To be decided at AGM.

Meeting closed 9.30pm.