



**Kinross Hockey Club 29th Management Committee Meeting  
Monday 19<sup>th</sup> August 2019, 7.00pm at Thistle Hotel**

**1. Welcome and Apologies**

- **Present:** Lindsey Knight (LK); Gemma Reid (GR); Grace Reid (GSR); Dave Goodenough (DG); Vince Banks (VB); Michael Young (MY); Susie McIntyre (SM)
- **Apologies:** Thomas Pullar (TP); Andrew Montford (AM)

**2. Approval of 28th Meeting Minutes on Monday 11<sup>th</sup> March 2019**

Approved by: (NB)                      Seconded by: (VB)

**3. Reports**

**a. President (LK)**

- Happy with progress so far and all details below discussed to be part of implemented plans of future.

**b. Vice President (DG)**

- As above.

**c. Secretary (GSR)**

- No major issues to report. Teams all registered for applicable games. Core: May need to transfer Amy Stirling from Scottish Borders and keep current team members active – (AM) to advise on members once registrations have been completed.

**d. Treasurer (AM)**

- Not present. Accounts discussed below.

**e. Mens/Ladies Club Captains (NB/VB)**

- (NB) – into 3<sup>rd</sup> week of fitness which is going well and everyone seems to be enjoying. 15-20 people have consistently turned up. Ewan has led this and has coached on Wednesday in the absence of Karen. Bruce to fill in also with goalkeeping. Ladies 1's league restructure has left less games and more time to focus on skills – aim to get up and out as soon as possible to play a higher standard of hockey with more frequent games. Friendlies have been arranged.



**f. Mens/Ladies Secretaries – (SM)/MY)**

**g. Junior Convenor (IH)**

- Going through role with Andy where a phased handover will take place. Kobra tournament next weekend. Good chance to learn things.

**h. Child Protection Officer (GR)**

- Needing to check if can still do role as may have a conflict with role in police with new legislation due to database level of access. Fiona may have to continue doing role or an arrangement made to share role. Need to update policies – will go through new courses if role taken over and doesn't contradict employment.

**i. Social Convenor (TP)**

- Not present. Club Day in planning. Further social events discussed below.

**4. Kinross Astro SCIO report**

KGV report: Gurdi? Need to chase up.

**5. Other Matters:**

- **Accounts** (see at end): Always make a loss over the summer because we are paying for the pitch, but don't get much income. The £263 of subs outstanding will probably mostly get written off. It looks like odd months' subs. Probably confusion over start dates. Only exception in Andy MacLaughlan (£95), who stopped playing, never paid up, and now doesn't respond to email (VB has tried too). If he doesn't reappear at the start of next season, will write off. Other debtors are mostly summer subs to be collected after next week.
- **Club Day** – BBQ and Gas. (VB) to sort. Volunteers for baking and make sure everyone who commits turns up. Where to buy raffle tickets and should we share proceeds with Rugby Club? (TP) to chase up. Meningitis Now – All merchandise arrived including collection tins. Flag up with (AM) about neighbour lemonade stand. Weather looking good for day of event. Rugby club to hold an event on the same day – is it still going ahead? (NB) to look out gazebo. (LK) tables – Muckhart Town Hall to be asked if they are using theirs. (AM) and (TP) pallets/trestles.



- **Warm up area** - left hand side of the pitch. To include dugouts. Gurdi has attended council meeting and is to advise on rights of way/access, potential issues and KAS wanting KHC to contribute – awaiting consultation with Gurdi.
- **Changing rooms** – need to take more ownership. Make more friendly KGV expansion (to be completed by May 2020). Deep clean of changing rooms and do up. Proposal of KHC using changing rooms 2 & 3 once all developments finished. Need to try and encourage everyone to use and stay after games - i.e. more footfall, children, spouses. Don't want to spend a massive amounts of money until expansion completed. Day of volunteering where general maintenance, cleaning and painting takes place and some shower curtains go up. Whiteboards to go on doors, which will have better organisation of scheduled games and times. Suggestion of new locks on doors which the rugby club will not have access to – decided it may be better to have combination locks which eliminates the chance of keys being lost – this also ensures changing rooms are looked after and improvements may last longer. Logos to be painted on walls once development finalised.
- **Seagull Deterrent** – Not 100% effective, may have lost its capability. Need to come up with ideas for something else – kite on wire? Reinvestigate.
- **Subs** – (LK) a lot of subs being written off? How long should a trial period last? – 3 training sessions and competitive? (SM) – Until 1<sup>st</sup> game.
- **Recruitment Drive** – Need to retain players otherwise will be stolen by Perth and Dundee – playing more regular gameplay should help this. (GSR) try to approach Young Farmers and have friendlies. (LK) Fife Leisure. Also try to get Michael Woods and Community sports officers involved. Posters – Aiming at those aged 15+. Try to advertise in Pure Gym and Gym 64. 2017/2018 poster made up – check with (AM). Korinthian posters? KHC may be advantageous to those doing Duke of Edinburgh and PE leaders course. (SM) Scott Madden, Scottish Hockey Rep for Midlands would be a good person to get in contact for this.
- **Instagram** - business account/club Instagram page where regular photos from games and a better media documentation of what the club is all about. Pictures



to be shared on committee Whatsapp group and then uploaded onto social media accounts. Try to link these to Kinross community and Fife.

- **Fixtures** – (VB) to take over pitch bookings from Gurdi. There are currently 4 weekends that are very busy and need to switch reverse some games to make this work if all teams agreeable. Dollar Academy has extended their slot from 0900 to 1145 which is more money coming in. Considering this a 1200 passback is unrealistic therefore it is proposed that there be 3 games maximum: 1230; 1415 and 1600 (on a Saturday). This would give appropriate time to get all games played. Ladies 3's may play on a Sunday, which would further ease these issues. Considering there is 1600 pass back, the floodlights will all need to be in working order. In addition to this, it may be a good idea to change the pitch gate combination every season to prevent unwanted access. Also need to look closer at time restriction on when access can be granted and during which hours. (SM) – Bell Trophy should technically be for Ladies 2's mainly, see who is available before offering Ladies 1's a spot to play. LK – Enter Ladies 1's into Scottish Cup next year for more competitive games. Midland 1 – Ladies 2's; Midland 2 – Ladies 3's. Progression through tiers for those in development. Something to keep in mind is that in Division 2, Madras fields a 2<sup>nd</sup> team with some boys where the game is conceded but gives all a chance to play some hockey rather than missing a weekend. Named players have been sorted.
- **Advertising pitch use** – (SM) should Grove be approached? Is it up to KAS to promote to other teams? If not a member of the club then shouldn't be using pitch for individual use (LK). (DG) May be a good idea to incorporate pitch bookings for birthday parties – may be very popular for Kobras. Need to check on liability and insurance especially if supplying balls/sticks etc. Also need to decide if this sort of thing were to go ahead then do we simply hire out pitch and that is all.
- **Mens Coach** – Ollie Volland (1's) Andy Mc (2's). Good structure – something to focus on.
- **Indoor Team** – is Beth still captain? Need to chase up and see what is happening. (AM) organising social indoor over Winter.



- **Social Events** – Halloween party; MacMillan Coffee Morning (particular reference to Karen); Bowling; Christmas; Quiz Night; End of Season Parties; Match Teas; Projector/Movie Night; Silent Disco. \*All have to be age appropriate\* Need to ask teams what they want to do also!
- **Use of Rugby Club Bar** – (VB) When is it open? Can KHC contact to co-ordinates with games. May help to increase supporters and get the club house used a bit more.
- **Masters League** – (SM) how much interest is there from Kinross? Ladies seem keen and a few of the men. May be worthwhile approaching previous members and original Ladies who used to play. Very age specific O35's to accommodate hockey for everyone in the district. (LK) to check with Gordon Loudon and CC Scott Madden also on this. (LK) – spoken to Gordon and Scott – Men can enter Midlands Masters if they wish.
- **Umpire** – (NB)/(VB) Dougie Ogilvie has volunteered to be Umpire Convenor and allocate umpires to teams. This will take the reliance off team members and captains to find umpires on a weekly basis. We also need to encourage more people to qualify as umpires – parents/Ladies 3's etc. Level B badge certification and run courses alongside Scottish Hockey in order to have a sufficient level of people trained.

## 6. Website & Facebook

- a. **Access to members FB page** – (AM) to chase up.
- b. **Instagram** – (DG) and (GR) to co-ordinate the founding of KHC Instagram page (see above).

## 7. AOCB

**Date of next meeting: Before/After Christmas**



## Kinross Hockey Club

As at 31 July 2019

Comments	2019/20 31/07/19	Last meeting 31/05/19	Period 61 days
<b>Income and expenditure</b>			
<b>Income</b>			
Membership subscriptions	9,428	7,051	2,377
Sundry subs	1,035	513	522 Good numbers at mixed
Net profit/(loss) from social events	1	1	
Fundraising and sponsorship	999	697	302 Mostly annual dinner
	<b>11,463</b>	<b>8,262</b>	<b>3,201</b>
<b>Less expenditure</b>			
Pitch hire	4,746	2,839	1,908
SHU/District/KGV affiliation	1,755	1,212	543
Kit	2,196	709	1,487 Katchet £50
Coaching (inc coaching credits)			
Courses	90	90	
Competitions	495	399	96
Umpires	45		45 Present for D Parry
Other	299	294	5
	<b>9,626</b>	<b>5,542</b>	<b>4,084</b>
<b>Surplus/(deficit) for the year</b>	<b>1,837</b>	<b>2,720</b>	<b>(883)</b>

## Balance sheet

### Assets and liabilities

<b>Current assets:</b>			
Strips	108	323	(215)
Goalie kit	313	1,539	(1,225)
Debtors	263	494	(231)
Bank and cash	33,858	37,530	(3,672)
Prepayments and accrued incPitch costs, sponsorship for future yrs	780	3,251	(2,471)
<b>Current liabilities</b>			
Creditors	(430)	(3,050)	2,620
Accruals	(920)	(2,165)	1,245
Deferred income	(1,271)	(3,930)	2,660
	<b>33,754</b>	<b>34,638</b>	<b>(884)</b>
<b>Reserves</b>			
<b>Restricted</b>			
	100	100	
<b>Unrestricted</b>			
Opening	31,817	31,818	(1)
Movement	1,837	2,720	(883)
Closing	<b>33,654</b>	<b>34,538</b>	<b>(884)</b>
<b>Total</b>	<b>33,754</b>	<b>34,638</b>	<b>(884)</b>

## Membership

	Boys	Girls	Ladies	Men	Total	Last time
Kobras	38	64	0	0	102	2
Ladies	0	20	34	0	54	0
Men	9	0	0	29	38	0
Korinthians	0	0	12	0	12	0
<b>Registered members</b>	<b>47</b>	<b>84</b>	<b>46</b>	<b>29</b>	<b>206</b>	<b>2</b>
Triallists	2	2	0	6	10	-4
<b>Total active players</b>	<b>49</b>	<b>86</b>	<b>46</b>	<b>35</b>	<b>216</b>	<b>-2</b>
Non-playing members	1	2	7	5	15	-1
Expected to leave	3	4	0	1	8	1
Contacts	2	6	0	0	8	1
<b>Total non-active</b>	<b>6</b>	<b>12</b>	<b>7</b>	<b>6</b>	<b>31</b>	<b>1</b>
<b>Grand total Kinross Hockey</b>	<b>55</b>	<b>98</b>	<b>53</b>	<b>41</b>	<b>247</b>	<b>0</b>

Email: kinrosshockey@gmail.com



**Kinross Hockey Club 31st Management Committee Meeting  
Monday 20<sup>th</sup> January 2020, 7.30pm at Thistle Hotel**

**8. Welcome and Apologies**

- **Present:** Lindsey Knight (LK); Grace Reid (GR); Vince Banks (VB); Michael Young (MY); Nadia Breach (NB); Andrew Montford (AM); Iain Henry (IH)
- **Apologies:** Dave Goodenough (DG); Susie McIntyre (SM)

**9. Approval of 30th Meeting Minutes on Monday 20<sup>th</sup> November 2019**

Approved by: (AM)          Seconded by: (IH)

**10. Reports**

**a. President (LK)**

- Data protection enquiry closed. (KS) Still coaching. Second half of the season is underway for Mens and about to start for Ladies.

**b. Vice President (DG)**

- Not present.

**c. Secretary (GR)**

- No major issues to report. Up to date on membership on core.

**d. Treasurer (AM)**

- £39,478 currently in bank. Surplus of £5677 in account. Up £277 from last update. Invoice from KGV (£1600) cash movement. £800 pitch spend for Indoor. 70 people turn out to Indoor. £6500 surplus this year if do not buy goals – high membership is helping. Local charity fund interested in chatting to (AM) – may get money.

**e. Mens/Ladies Club Captains (NB/VB)**

(VB)

- (TP) has left the club. No Mens 1's Vice Captain and need to find a replacement.
- Mens started back a week early against Eskvale. Sun low – difficult conditions to umpire. Unwarranted red card given out. (VB) to consult East District and obtain match report to appeal decision made. Also seek advice from Level B badged umpire.

(NB)

- Ladies 1's (AW) to become Vice Captain and (PO) Captain. (LC) Match Secretary.
- (CG) Joins us.



- Ladies 1s first match 22<sup>nd</sup> February – too short notice to arrange friendlies. Ladies 2s Cup game against Brechin 1<sup>st</sup> February – currently down 3 players due to injuries. Ladies 3s have a league match 1<sup>st</sup> February against Stirling.
- (BR) at training wanting to come back to play. 4 goalies available to play.
- Lots of players available for Ladies 3s. Need to progress players up the ranks.

**f. Mens/Ladies Secretaries – (SM)/(MY)**

**(MY)**

- All going smoothly.

**(SM)**

- Not present.

**g. Junior Convenor (IH)**

- Too cold to play. Midlands tournaments – no January tournament, however hopeful for one to happen in February.
- Lots of interest in Tuesday night Kobras.

**h. Child Protection Officer (FR)**

- Still collecting PVG numbers.
- Need to PVG (BK).

**i. Social Convenor (?)**

- Currently lacking Social Convenor.
- (AM) to send out email to recruit.
- Annual dinner – Loch Leven's Larder and ceilidh. All agreed. (AW) to organise band. 1<sup>st</sup> or 2<sup>nd</sup> weekend in May.

**11. Kinross Astro SCIO report**

- KGV report: Planning application has went in. Needing to do revised plans professionally. £300-£400 to be spent on plans and same again on application.
- KAS and Council: Concerned about public access. Newsletter – only been 2 issues RE trees. Pave only 75% due to tree problems and monitor. Hopefully to be done by next summer.





- KGV meeting December: Big losses as do not have hockey pitch bookings. Facility issues going back to clubs. Rugby club to take ownership of clubhouse and changing rooms as main user – need to speak to Kinross Rugby Club direct and have a written agreement. Planning not in yet for clubhouse renovations. Separate electricity meter needed. Hot water systems failed. KGV own building, Kinross Rugby Club lease upstairs.
- KHC to hire professional cleaning service in order to make changing rooms more habitable once ownership of changing rooms 2&3 have taken place. Cubicles in showers, new floors, painting and a separate umpire area. (LK) and (AM) to speak to Martin at Kinross Rugby Club.

## **12. Other Matters:**

### **Umpires**

- No course available yet. (DO) chasing.
- Waiting on new umpire convenor at Midland Hockey to respond.

### **Data Protection Officer**

- DPO not required at the minute.

### **Data held by club**

- Delete committee group chat after each meeting.
- Club emails to be deleted before 2016. Password to be changed every year. Ensure that this is added to the handover of each committee on an annual basis. No email other than KHC gmail account is to be used.

### **Communications Officer**

- Need to create a role of Communications Officer who will look after Facebook, Twitter, Instagram, Website, Data Protection.
- Perhaps remove Ladies Secretary role and implement Communications Officer.
- Roles on committee to be revised before AGM.

### **Use of KHC chat and protocol**

- Clear outline of decisions. Need to have more voices on chat – 7 people or more to approve/make decisions.



### **Mens Shirts**

- Already too many sets of shirts. High turnover with new people coming in. Mens 1s and 2s should have full sets each. £37/£38 per shirt. Captains need to take more responsibility of who has shirt. Buy a set for Mens 2s.

### **Indoor Goals**

- If wanting to progress club then need to buy.

### **AGM**

- 22<sup>nd</sup>/29<sup>th</sup> April?
- Next committee meeting 20<sup>th</sup> April?
- Trophies to be in before next committee meeting.
- President's Award should be a committee decision.
- (AM) to speak to (EN) family RE memorial award.

### **13. Website & Facebook**

- See above Communications Officer.
- (NB) continuing to update scores.

### **14. AOCB**

**Date of next meeting: \_\_\_\_\_ Before AGM**



Kinross Hockey Club 32<sup>nd</sup> Management Committee Meeting  
Tuesday 21<sup>st</sup> April 2020, 7.00pm by Video Conference  
MINUTES

15. Welcome and Apologies

- **Present:** Lindsey Knight (LK); Grace Reid (GR); Vince Banks (VB); Michael Young (MY); Nadia Breach (NB); Andrew Montford (AM); Iain Henry (IH); Dave Goodenough (DG); Susie McIntyre (SM); Fiona Rae (FR)
- **Apologies:** N/A

16. Approval of 31st Meeting Minutes on Monday 20th January 2020

Approved by.....(AM)..... Seconded by .....(NB).....

17. Reports

a. President (LK): Nothing to report due to corona virus lockdown and no hockey being played. Padlock code for pitch has been changed – (LK) and (AM) currently only ones who know code. No issues regarding pitch have been reported – at the start of lockdown Herrold had done some maintenance.

b. Vice President (DG): N/A

c. Secretary (GR): N/A

d. Treasurer (AM): Two sets of accounts presented:

**Full year accounts for 2019/20 season**

Expenditure has been very similar to last year. Extra £2,000 of revenue due to membership up across all teams – 238 current members at year end. Big expenditure has been on indoor goals (£1200) and also £800 for 2 years membership of KGV. Indoor has cost £1500 this year in comparison with £1200 last year but has been a very good expense due to the surge in numbers attended by children which has increased the skill level of hockey. Girl's indoor team have done very well at tournament and had a good coach.



### **Accounts for first 6 weeks of 20/21 season**

More balls have been bought before lockdown and also a stash of purple socks. Mens strips will also have come out of this budget. There have been no requests for subs to be refunded – an idea may be to waive the first month of subs at the start of next season.

**e. Mens/Ladies Club Captains (VB)/(NB):**

- (NB) All district hockey has been completely cancelled but there has been no further guidance given on positions and plan for the future. Scottish Hockey AGM has been moved to September.
- (VB) N/A.

**f. Mens/Ladies Secretaries (MY)/(SM):**

- (SM) Nothing to report other than the Midland U14 Girls tournament will run at the start of next season.
- (MY) N/A.

**g. Junior Convenor (IH): N/A.**

**h. Child Protection Officer (FR):** Attended a course just before lockdown and has confirmed that U16s do not need to be PVG'd i.e. junior helpers at Kobra sessions. Outstanding PVG: Dave Goodenough.

**i. Social Convenor:**

- Annual Dinner – has not been rescheduled until further guidance has been issued from Government regarding corona virus.

**18. Kinross Astro SCIO report:**

- Planning permission has been rejected and there have been 6 written objections to developments at the side of the pitch. Investment advisors have been engaged and money will be invested in the stock market. Some



maintenance has been getting done and has been concentrated on electrics and the lights. No further pitch maintenance is anticipated and a Hoover will be sufficient to start next season. Volunteers consist of the KAS committee and Herrold. Small surplus in the accounts currently but due to the tractor being broken down it will result in a small loss by the time it is fixed. Money spent on planning applications have not affected this budget.

- KGV report: No change on changing room positions. A meeting will be requested by (LK) and (AM) with Kinross Rugby Club in order to get more clarity.

#### 19. Other Matters:

- Accounts: on hold until AGM is scheduled.
- Subs/Donations: Committee have decided that the money given to KHC by members is for the use of hockey purposes and they feel it is inappropriate to distribute KHC funds to charities. However, KHC will be encouraging members to donate money to charity by holding a quiz night on the original date of the annual dinner and also promoting initiatives such as 5 for 5k and other viral videos i.e. toilet roll challenge. (AM) will contact Kirsty and Calum to set up quiz night with the proceeds going to local charities. (GR) to look up local charities.
- End of Season Awards: Nominations discussed.
- AGM: Unsure when to organise for. Constitution refers that the AGM must be held within 14 months of the last AGM. Suggestion to do AGM remotely using Scottish Hockey Zoom account. Decision will be made by committee by the end of May when to hold and how.
- Annual Dinner: has not been rescheduled until further guidance has been issued from Government regarding corona virus.



- Mixed Hockey: No decisions will be made without further guidance from Government.
  
- Competition Entries: Ladies 1's potentially enter in to Scottish Cup and also an Indoor League. (NB) to ask team. Mens to stay in East district. L2's remain in Midlands Division 1 and L3's to remain in Midlands Division 2. (NB) to ensure structure is in place for nomination of next year's captains
  
- 2021 Committee Positions:
  - (NB) will step down from position of Ladies Club Captain.
  - (SM) will step down from position of Ladies Secretary.
  - The committee have proposed that the positions of Men's and Ladies Secretaries no longer be a committee position however, will still remain a role within KHC. The Ladies Secretary role is also proposed to be made up by rotation of the current Ladies Match Secretaries of each team.
  - The committee have also proposed at a new role within the club of Communications Officer be made however, this role will not have a place on the committee.
  - These propositions would leave a committee of nine positions to have an equal representation from all areas of the club and will be proposed at the 2020 AGM.

#### 20. Website, Facebook & Instagram

- Corona virus update will be issued to the club members by Facebook and website (AM).

#### 21. AOCB

**Date of next meeting: Tuesday 19<sup>th</sup> May 2020, 19:00**



Kinross Hockey Club 33<sup>rd</sup> Management Committee Meeting  
Tuesday 19<sup>th</sup> May 2020, 7.00pm by Video Conference  
MINUTES

22. Welcome and Apologies

**Present:** Lindsey Knight (LK); Grace Reid (GR); Vince Banks (VB); Michael Young (MY); Nadia Breach (NB); Andrew Montford (AM); Iain Henry (IH); Susie McIntyre (SM); Fiona Rae (FR)

**Apologies:** Dave Goodenough (DG)

23. Approval of 32<sup>nd</sup> Meeting Minutes on Monday 21<sup>st</sup> April 2020 with amendment to Kinross Astro report – money will be invested in the stock market.

Approved by.....(AM)..... Seconded by .....(IH).....

24. Reports

- a. President: Germany, Belgium, Netherlands national teams have all commenced social distanced training. England Hockey is getting ready to announce something. FIH – get ready for hockey coming back. Unsure when to open up the pitch in Scotland. Club pledge video is to be released next week. Plan to engage in further member benefits i.e. quiz, fitness sessions.
- b. Vice President: No update
- c. Secretary: No update
- d. Treasurer: Masters article in the Perth Advertiser. VS has now signed off accounts for last year. Final invoice for SHU has come in and pitch money has also been paid out. Membership numbers for next season are looking strong. Surplus of £4,000 in the budget for next year. 9 members are leaving for various reasons. Accounts are ready for AGM.
- e. Men's/Ladies Club Captains: (NB) – email has been sent out for next season's roles. PO will stay on as L1's captain and LC will continue as L1's match secretary. AM and KD will continue as L3's coaches. Video compilation for the Ladies club has been released in support of key workers and also to comply with club pledge criteria. (VB) has emailed around the Men's section and the Captains and Vice-Captains are sorted for next season.



- f. Mens/Ladies Secretaries: No update.
- g. Junior Convenor: No update.
- h. Child Protection Officer: No update.
- i. Social Convenor: Position not currently filled.

#### 25. Kinross Astro SCIO report

KGV report: Gurdi has appealed planning permission after it was denied. An application has also been made to close the bank account – 100 days notice must be given. HK has been providing maintenance. KRC has re-negotiated electricity providers and has resulted in big savings hence a small surplus in the KAS accounts.

#### 26. Other Matters:

- Accounts
- Club pledge – Quiz has raised £140 and plans to repeat in a month – for the Junior section? Club bingo has been suggested alongside colouring in ideas for a club flag and design your own stick to include the Junior members. Virtual escape room has been very successful in life outside hockey – perhaps offer to our members.
- End of Season Awards – L1's and 2's will continue to have MVP, Player's Player and Top Scorer. In addition to this there will be a Young Player Award for each team (not applicable for L3's). L3's will not be doing a Player's Player instead they will have a MVP and Top Scorer which will be decided by the coaches. L1's is hard to decide due to not having played enough of a season. Give out at Club Day, Annual Dinner? – To be decided when lockdown restrictions have lifted.
- AGM – 17<sup>th</sup> April 2019 was last date of AGM, this year's AGM will have to take place within 14 months of the previous date according to constitution i.e. 17<sup>th</sup> June 2020. However, these are unprecedented circumstances. The committee all decided that would rather not hold an AGM over an online platform and have chosen to wait until they can hold the AGM in person. If any member were to object they are to let the committee know. The intention is to hold within 3-4 weeks of lockdown lifting and greater clarity has been provided by Scottish Government/Officials. 21 days notice will have to be given when it is safe to do so to members to attend.





- Annual Dinner – will discuss when more clarity has been provided by Scottish Government/Officials.
- 2021 Committee Positions – the changing roles of the office bearers need to be proposed at the next AGM. The proposal is to keep the President, Vice President, Treasurer, Secretary, Men’s and Ladies Club Captains, Child Protection Officer, Junior Convenor and Social Convenor positions as committee roles. However, Ladies and Men’s Secretaries will stand down alongside the new role of Communications Officer if nominated and seconded at the AGM. This role will need to be added to the form for members to nominate. (VB) and (NB) to make members aware of empty positions. (NB) to find a replacement for her position. 51% committee member attendance at meetings required.
- Options for socially distant hockey and progression – Need to wait for guidance and see what the other countries are doing. (AM) to email Jamie Frail about families exercising together/individuals after lockdown. (SM) has suggested that it is worthwhile to check insurance policy with specific regard to health and safety parameters – need to protect the club.
- Social Convenor Position – Calum Weir has been suggested (AM) will ask if he wants to take on position.

27. Website, Facebook & Instagram – No updates.

28. AOCB – N/A.

Date of next meeting \_\_\_\_\_ TBC \_\_\_\_\_



Kinross Hockey Club 34th Management Committee Meeting  
Thursday 25<sup>th</sup> June 2020, 8.00pm by Video Conference  
MINUTES

29. Welcome and Apologies

**Present:** Lindsey Knight (LK); Grace Reid (GR); Vince Banks (VB); Nadia Breach (NB);  
Andrew Montford (AM); Fiona Rae (FR); Dave Goodenough (DG); Michael Young (MY)

**Apologies:** Iain Henry (IH); Susie McIntyre (SM)

30. Approval of 33<sup>rd</sup> Meeting Minutes on Tuesday 19<sup>th</sup> May 2020

31. Approved by.....(VB)..... Seconded by .....(AM).....

32. Reports

- a. President: All leagues have been cancelled/finished. L1's have not been impacted in their league positioning. National 1 league clubs are very unhappy due to current situation and which teams are put forward to playing in Europe. (LK) to reply to Scottish Hockey on behalf of all trustees.
- b. Vice President: No update.
- c. Secretary: No update.
- d. Treasurer: Some subs have been written off due to leaving the club without paying. Some members employment status may be a cause for concern in regards club income. Outstanding subs £857 – normal for this time of year. Club is not currently spending any money.
- e. Men's/Ladies Club Captains: No updates. Captains to be confirmed at AGM – discussed and agreed. L1 Captain Phillipa Orr, Vice Captain ?, Match Secretary Louise Cunningham, L2 – Captain ?, Vice Captain ?, Match Secretary Wendy Symington, L3 Captain Alyssa Weir, Vice Captain Iona Sands and Elaine Weir Match Secretary.
- f. Men's/Ladies Secretaries: No update.
- g. Junior Convenor: No update.
- h. Child Protection Officer: No Update.
- i. Social Convenor: Position currently not filled.

33. Kinross Astro SCIO report

- KGV report: No Update.



#### 34. Other Matters:

- **SHU Letter** – Needs to be straightforward and decision-making must not be delayed. This framework will not have a big impact on KHC. More streamlined option will look more sensible. Sub-committees will likely complicate things.
- **Coaching going forward** - Await further guidance from SHU and Scottish Government.
- **Club plans to re-open pitch**
  - KAS is owner of the pitch, KHC is a charity and separate entity to KAS.
  - Insurance situation (reference to last minutes point). Ad hoc use of pitch not covered by SHU insurance and is not covered by KAS public liability insurance (does not cover sporting injuries) with a disclaimer waiver signed by users of the pitch.
  - Limitations on number of users i.e. 8 people and up to 3 families will not be viable to allow coaching sessions. KHC is currently not starting operations again. KAS can open pitch with ad hoc use with a disclaimer to take into account the current Covid situation.
  - Ad hoc pitch use will be available from 29<sup>th</sup> June 2020. KAS is not bound by SHU guidelines as they are not members and do not have a legal right to enforce what they have suggested and can offer the pitch to be split into quarters and booked out to more people.
  - KHC committee have decided that the pitch will be booked in its entirety as they are the main users of the pitch and will follow guidance as SHU members. (AM) will deliver the thoughts from this meeting on this matter to KAS for an overall decision to be made and KHC to be informed of decision.
  - Risk assessment and checklist has been sent to KAS by SHU as pitch operator and KHC have a responsibility to ensure that these have been put in place before KHC members are invited to use the pitch. KHC will need to facilitate the booking process for members – potentially renting out space on website for KAS to allot time slots.
  - If need be the KHC committee would be comfortable to split pitch in half and have a clear divide to allow appropriate distancing measures and would consider the allowance of pitch split into quarters.
  - Padlock combination will need to be changed on a frequent basis to ensure optimal following of guidelines.



- 13<sup>th</sup> July will be a date that will hopefully provide more clarification and the committee will then make decisions based off Scottish Government guidance.
- **Messages to KHC members** – will need to hear back from KAS and make a plan going forward.
- **AGM** – socially distanced AGM? Need further guidance from SHU and Scottish Government.
- **2021 Committee positions** – still looking to fill previously discussed positions (see previous minutes).

35. Website, Facebook & Instagram – No Updates.

36. AOCB

Date of next meeting \_\_\_\_\_



Kinross Hockey Club 35th Management Committee Meeting  
Wednesday 22nd July 2020, 7.30pm by Video Conference  
MINUTES

37. Welcome and Apologies

**Present:** Lindsey Knight (LK); Vince Banks (VB); Nadia Breach (NB); Fiona Rae (FR); Dave Goodenough (DG); Iain Henry (IH); Susie McIntyre (SM)

**Apologies:** Grace Reid (GR); Andrew Montford (AM); Michael Young (MY)

38. Approval of 34th Meeting Minutes on Wednesday 24<sup>th</sup> June 2020

- Omission of discussion held re training session that was held outside of government guidelines and SHU policy. Committee had agreed that this should not happen and that KHC should follow all guidelines set out by the Scottish Government and SHU.

**Action: GR to add to previous minutes**

39. Approved by.....(VB)..... Seconded by .....(LK).....

40. Reports

- No reports given at this meeting

41. Kinross Astro SCIO report

- No update at this meeting

42. Other Matters:

- **Current COVID 19 situation and training**
  - Thanks given to DG for the work in developing risk assessments and taking on role of COVID 19 officer.
  - Consistency required across the club for documenting attendance at any sessions for track and trace purposes.



- Agreement that details should be recorded on paper and digital copy (photo) sent to KHC email for track and trace purposes.
- Covid check should happen at start of every session NOT in advance.
- Name, membership status (member is sufficient) and covid questions must be completed for all attendees.
- Organisers of sessions must be aware of guidelines for numbers depending on whether adhoc session ( 10 from 5 households) or KHC run session (max 10 plus coach)
- Documents to be visible on website
  - **Action – DG will update forms and ensure emailed out. AM to update website with COVID 19 documents.**
- **Kobras**
  - IH advises that he has been in contact with coaches and has sufficient support to run sessions.
  - Aiming to consider restarting sessions from next week – IH to email parents in advance of this to establish interest, direct to risk assessment documents, guidelines, processes and expectations for sessions.
  - Plan will be – shorter sessions to allow minimal numbers of people, group into smaller numbers (U8/U10 and U12/U14), allocate a coach per group. Kobras coaches to use paper version of documents, then send to KHC email – photo of sheet acceptable as long as clear.
  - To pre book pitch Tuesday and Thursday 5.30 – 9pm to allow flexibility with time for changeover. **Action – VB to pre book for Kobras use from next week.**
- **Development squad**
  - 3 x training sessions already taken place with Kirsty Dunn and AM. Played in quarters and stayed within own groups.
  - Need to establish pre-booking of time slot for these sessions.



- **League squads**

- Currently no ability to arrange training sessions for adult hockey. Ad hoc pitch bookings only.
- All paperwork must be completed in full for any use of the pitch.
- No start date for leagues as yet.
- LK replied to SHU agreeing plan for leagues.
- Email to be sent to all league players advising of the above. **Action – LK to email to advise members of current situation with regard adult training once further government update regarding phase 4 of route map announced.**

- **Pitch**

- Pipes currently used to section off quarters 1 and 4 with flat markers at halfway.
- Concerns raised as no 2m separation between zones seen when players have attended for ad hoc sessions – this is non-negotiable as must be in place to be following guidelines.
- Flat markers can be used and left in place at all times – must not be moved
- Need to confirm to KAS that this must be kept in place at all times.
- If using pitch must ensure these are in correct position prior to commencement of using the pitch. If have to move them for any reason ensure correct hand hygiene is followed.
- DG has emailed KAS for their copies of risk assessment for pitch use as not received any detailed documents as yet

- **Facilities**

- Issue around lack of toilet facilities as need to have established cleaning schedule in place.
- ? If this is KHC, KAS or KRFC responsibility



- **Action – LK and DG to meet President of KRFC to discuss ongoing use of facilities including toilets. KAS must be involved in this discussion. AM to check who pays fees – KHC or KAS**
  
- **Broken window at clubhouse**
  - Unfortunately a window in the clubhouse was broken due to a stray ball hit by a player during an ad hoc session.
  - LK has been in touch with President of KRFC who asked if we would fix or would they and forward the bill.
  - Committee agreed that as ad hoc session and not KHC session, KHC not liable.
  - Player involved and KAS need to establish who is responsible – issue to be passed to KAS while also discussing that current fence height insufficient.
  
- **AGM – No date as yet . SM advised Midlands AGM unlikely to happen before end of September**

43. Website, Facebook & Instagram – See action points for website updates required.

44. AOCB

- **Use of KHC email**
  - It was agreed by the committee that the KHC email should not be used to set up ad hoc training sessions out with those agreed under SHU guidelines. Personal email/whats app/other communication should be used when setting up these sessions. This is to avoid any confusion as to the origin of the session.
  
- **Midlands survey**
  - LK asked SM re Midlands survey that was sent out – SM unsure why was sent as hadn't been approved by Midlands committee





- **Communications officer**

- Current situation has highlighted the need for a communications officer role within the committee to ensure a standardised approach across all social media platforms pertaining to KHC.

**ACTION POINTS**

<b>GR</b>	To add omission from previous minutes
<b>LK</b>	To email KAS regarding pitch layout, use of markers and broken window (to include issue re height of fences). To include request to liaise with KHC and KRFC re facilities
<b>LK and DG</b>	To liaise with KRFC re use and cleaning of facilities
<b>LK</b>	To email members advising of current situation regarding training – to include ad hoc use only, no date for restart of training, no date for restart of leagues
<b>DG</b>	To update Covid 19 risk assessment documents
<b>AM</b>	To update website with Covid 19 documents. To change CPO to Fiona Rae as currently says Gemma Reid

Date of next meeting \_\_\_\_\_



Kinross Hockey Club 36<sup>th</sup> Management Committee Meeting  
Monday 21<sup>st</sup> September 2020, 8.00pm by Video Conference  
**MINUTES**

45. Welcome and Apologies

**Present:** Lindsey Knight (LK); Nadia Breach (NB); Fiona Rae (FR); Iain Henry (IH); Susie McIntyre (SM); Grace Reid (GR); Andrew Montford (AM)

**Apologies:** Dave Goodenough (DG); Michael Young (MY); Vince Banks (VB)

46. Approval of 35<sup>th</sup> Meeting Minutes on Wednesday 22<sup>nd</sup> July 2020

47. Approved by.....(LK)..... Seconded by .....(AM).....

48. Reports

a. President:

**SHU Update 15/09/2020**

- Champions league – proposal to start back 17<sup>th</sup> October and all teams will play each other once. Teams shouldn't be penalised if self-isolating or cannot field a team. Local bubbles for teams have been suggested. Travel Scotland guidelines to be adhered to – car share only if have to. Maximum no. of players – 14.
- (LK) answered survey 21/09/2020 feedback and advised that the further teams had to travel the harder it would be to follow guidelines. Questions around facilities were also raised. Double headers increased the risk of virus spreading and younger team members may not be able to commit to this arrangement. Should 2021/2022 be a competitive season? Or should no promotion or relegation be installed to ensure no penalisation.

**Midlands Update**

- Local friendlies, with an end of October start indicated.
- Travel issues have been anticipated (see above).
- Jamie Carnegie standing down as President. (SM) will be staying on in her position.
- Child Protection Officers can now do PVG's online.



- East and West districts have indicated a November start. North district is to start in January.
  - Indoor – unsure whether this will start or not.
- b. Vice President: N/A
  - c. Secretary: Committee reports for AGM all on track.
  - d. Treasurer: N/A
  - e. Men's/Ladies Club Captains: N/A
  - f. Men's/Ladies Secretaries: N/A
  - g. Junior Convenor: N/A
  - h. Child Protection Officer: N/A
  - i. Social Convenor: N/A

49. Kinross Astro SCIO report: N/A

KGV report: N/A

50. Other Matters:

- (AM) has submitted a form to book indoor pitches for winter.
- AGM:
  - Discussion on minimum number of attendees needed to hold AGM? Outcome: no minimum number of attendees.
  - If not speaking need to stay on mute.
  - If nominating/seconding positions, the first to raise hand will be acknowledged.
  - Voting will be done through chat function and votes counted at time of vote.
  - Change to constitution: this will be voted upon at the AGM in relation to KHC Committee positions. Proposal for (MY) and (SM) roles will step down from KHC Committee however, will both still remain a role within KHC.  $\frac{3}{4}$  of Full Members in attendance need to agree for this change to be allowed.

Subs and membership (committee stance):

- To ensure longevity of KHC and which is in the best interests of KHC members as KHC Committee feels the resources offered are of a fantastic quality at a very competitive rate.



- Most teams across the Men's and Ladies Sections had played a good proportion of their games for the 2019/2020 season.
- The pitch was made available to all KHC members as soon as possible following the implementation of Scottish Government and SHU guidance.
- A small amount of money has been refunded from SHU however, KHC has paid SHU for the 2019/2020 season.
- Loss of summer income from the stop of all playing and mixed hockey sessions.
- Kobras were the first of the KHC members to be able to play and was done as soon as possible in relation to guidance provided.
- SHU have provided an indicative start date of competitive hockey for the end of October. East and Midlands districts have also advised of a similar position. Friendlies have been arranged and will continue to do so but not against University teams.
- Further lockdowns and restrictions may be enforced and it is unclear to the uncertain nature of what may come in the future.
- KHC has anticipated increased costs for cleaning facilities.
- KHC has anticipated increased costs due to travel restrictions.
- KHC has paid KAS throughout lockdown for pitch hire. This payment is vital to ensure the survival of KAS which is in the best interests of KHC. This money will also be allocated to future plans for pitch replacement.
- Financial impact of COVID is still largely unknown.
- Kinross Rugby Club have taken over the running of the pavilion and as such there may be an increased cost incurred for upgrading of facilities.
- KHC will look to invest in the upgrading of changing rooms and facilities/warm up areas.
- Alternative suggestions will be welcomed at AGM and discussed i.e. pay as you play

51. Website, Facebook & Instagram: N/A

52. AOCB

Date of next meeting \_\_\_\_\_ TBC \_\_\_\_\_



**Kinross Hockey Club 37<sup>th</sup> Management Committee Meeting**  
**Monday 7<sup>th</sup> November 2020, 19:30 via Video Conference**  
**MINUTES**

**53. Welcome and Apologies**

**Present:** Lindsey Knight (LK); Dave Goodenough (DG); Vince Banks (VB); Fiona Rae (FR); Iain Henry (IH); Grace Reid (GR); Andrew Montford (AM); Amy Weatherup (AW); Calum Weir (CW)

**Apologies:** N/A

**54. Approval of 36<sup>th</sup> Meeting Minutes on Monday 21<sup>st</sup> September 2020**

Approved by.....(VB)..... Seconded by .....(IH).....

**55. Approval of 6<sup>th</sup> AGM Minutes on Thursday 24<sup>th</sup> September 2020**

Approved by.....(VB)..... Seconded by .....(AW).....

**56. Reports**

- a. **President:** KHC have been trying to arrange friendlies between Perth and Carnegie. Due to recent Covid restrictions Dundee, Edinburgh and Stirling areas are out of bounds. Mens, Ladies and mixed KHC games have also been successfully arranged. Ladies 1 team have decided to play in the East championship conference B with the aim to play different teams with challenging games. However, this has been unable to start due to Covid restrictions. Ladies 2 and Ladies 3 have limited teams they can play against in the Midland's league for the before mentioned reasons. Brechin have been unable to field a team for this weekend friendly against Ladies 2.
- b. **Vice President:** (DG) expressed his thanks to the team Captains and Club Captains for adhering to the guidelines and monitoring opposition teams whilst they play at KHC facilities. No complaints have been received so far this season from Kinross Rugby Club.
- c. **Secretary:** Nothing to report as of yet. KHC will be putting itself forward for SHU Silver Accreditation again this year and (GR) will be collating the necessary paperwork.
- d. **Treasurer:** Small surplus from last budget presented at the 6<sup>th</sup> AGM. Some goalie kit has been bought for the Dev Squad. Currently on track to make a £3,000 surplus. Approximately £1,000 is due to be saved if no indoor hockey will take place over the winter. This is what would have been gathered from summer mixed hockey. 22 triallists currently which would benefit the budget considerably if they were to become full paid members. 204 members in total at the present time.



**e. Men's/Ladies Club Captains:**

(VB) expressed his thanks particularly to Locky, James and Mike for arranging games for the Mens teams. Mens 1 have had dwindling numbers at training due to restrictions. Mens 2 have experienced good numbers at training.

(AW) would like to thank Philippa and Rebecca both for their work in arranging friendlies where possible. Ladies 1 have been helping Ladies 2 out for numbers in friendly games.

**f. Junior Convenor:** There have been good numbers attending Kobras sessions with quite a few new starts for each age group. No tournaments are on the horizon. Midland's U14 Boys have had one training session with 5 boys from KHC attending.

**g. Child Protection Officer:** (FR) will be attending a Child Protection Course on 11<sup>th</sup> November 2020. There are PVG's needing updates and this can be done online.

**h. Social Convenor:** (CW) expressed his intent to organise something in the near future. (LK) suggested another virtual quiz or event. Perhaps a Christmas theme in lieu of a Christmas night out. A rules night was also suggested.

*ACTION: (CW) to look into virtual event ideas.*

*ACTION: (LK) to liaise with Karen Scott on virtual rules night.*

**57. Kinross Astro SCIO report:**

KAS is currently losing money due to loss of income streams. In the period from May 2020 to present there is a loss of £3,000. Dollar Academy have expressed an interest to use the pitch however, KHS will not be using the facilities in the future. KAS will continue to monitor the situation. Approximately £50,000 has been invested and will ultimately aim to provide a return.

**58. Other Matters:**

• **Committee Role Descriptions:**

The procedure of signing role descriptions was explained to all members of the committee and any suggestions of change were asked for.

*ACTION: All committee members to sign role descriptions and return to (GR).*



- **Covid restrictions:**

(LK) thanked (DG) for his fantastic work as KHC Covid Officer. It was agreed that all committee members need to be on the same level of understanding and providing the same pre-agreed guidance.

Agreed process for interpreting and distributing Covid guidance

- Wait for SHU who will issue guidance based upon Scottish Government briefings in collaboration with Sport Scotland.
- KHC Covid Officer (DG) will review and present to KHC Committee.
- Any guidelines in place will only be amended or updated by committee once 5 or more of the KHC Committee have agreed.
- No pre-empting of guidelines before they come in to place via Scottish Government will be accepted.
- Communication to members regarding Covid will be done through email as it was agreed this is the best way to ensure all members are made aware.

(AM) advised KHC Committee that any change in subscription to website would cost KHC more money. It was agreed this change is necessary.

*ACTION: (RT) to attend all KHC Committee meetings.*

*ACTION: (RT) to have access to KHC website to update on KHC Committee rulings.*

*ACTION: Website access to be given to different KHC Committee members.*

*ACTION: New dedicated Covid area on the KHC website.*

- **Current competition status:**

Currently no formal competitions and only friendlies have been arranged. KHC Committee have agreed that team awards can be voted for (i.e. MVP etc) only against other club teams. (VB) expressed the importance of keeping to pre-arranged time slots and entry/exit to pitch in adherence to Covid guidelines. If a game has started late it must finish on time.

- **Kit:**

KHC Committee have agreed that all KHC teams should wear kit as a whole not separate kit for each team. Adidas have been changing their kit every 3-4 years approximately which results in it becoming out of date very quickly and hard to source. It was decided that KHC will look at cheaper training kit with 3 main stock colours of black, purple and white. A range of items branded with KHC logo and varying sizes will be looked into. It is imperative that KHC uniformity is achieved. Any new item of clothing will be accessible to all of KHC.



*ACTION: (LK) will explore new items of clothing and liaise with Gilmour Sports. (AW) keen to assist.*

### **Review of membership categories and subscriptions:**

At the 6<sup>th</sup> AGM a query of family discount was raised. KHC Committee have agreed that all membership categories and subscriptions are to be clear and transparent. It was noted that the President and Treasurer can decide on exceptional circumstances for any change to member subscriptions on an individual basis. It was also raised that KHC rates are some of the most cost effective and value for money in the area. Two new honorary members were elected at the 6<sup>th</sup> KHC AGM, this amounts to a total of 5 - 3 inactive, 2 currently playing.

KHC Committee discussed the possibility of an Injured Players category. This will need to be in conjunction with team Captain's availability of players and confirmed paid up members. Triallist members were also discussed with the trial period under question. It was decided that 4 weeks was more than enough time and triallists should be advised that they will need to pay subs after the trial period is over or they will not be permitted to attend KHC sessions. KHC Committee agreed this will be discussed further about specific details pertaining to an injured players category. In addition to this a review of membership descriptions is to take place with specified timescales detailing subscription payment breaks and acceptable list of exemptions i.e. injury/illness.

*ACTION: A review of other hockey club's rates will be carried out and the KHC Committee will discuss any change to subs in future meetings.*

*ACTION: Honorary members are to be nominated to the KHC Committee by any KHC member ahead of the AGM with a discussion of the KHC Committee members preceding the AGM.*

*ACTION: Team Captains will receive a membership list on a monthly basis to ensure all members who are eligible to play have paid their subs.*

*ACTION: A review of membership categories and suitable list of subscription payment breaks if deemed necessary.*





- **Publication of committee minutes/AGM:**

All KHC Committee minutes and AGM minutes are to be made public for all KHC members.

*ACTION: (GR) to resend all KHC Committee meeting minutes to (AM) to upload to KHC website.*

- **Use of KHC chat for committee decisions:**

Any decisions to be made by KHC Committee must have at least 5 out of the 9 members approval.

*ACTION: All KHC Committee members to provide an opinion on matters discussed.*

- **Communications Officer – social media, role and next steps:**

(RT) will have control over KHC social media accounts. – Facebook, Twitter and Instagram. Admin rights have also been updated. (RT) will also be in control of advertising anything KHC has achieved – events, game results, newsletter updates, GDPR requests, Midland's updates and KHC generic items. (LK) has been sharing Scottish Hockey updates on Facebook recently. KHC will send (RT) items to post on social media on their behalf. Any Covid updates will be reviewed from SHU guidance and will be shared on social media thereafter. Information provided to members will specifically be done by email and through KHC Team Captains via Spond.

*ACTION: (RT) to change all social media passwords.*

*ACTION: (DG) will draft new Covid guidelines via email.*

## **59. Website, Facebook & Instagram:**

This agenda item has been resolved throughout the meeting.

## **60. AOCB**

- (VB) raised the point that all KHC members should have 2 weeks notice of KHC Committee meetings should they wish to attend.
- KRC have repainted the changing room floors and have done some other upgrades to the Clubhouse (i.e. new carpets). Funding for the extension has not been granted. It is unsure whether or not KHC fees will be raised or not for the use of facilities in the future.
- Subs for members living in areas where travel restrictions prevent attending training/games. Early 2020 lockdown resulted in maximum of 6 weeks of hockey lost to members. KHC Committee agreed that they would continue to monitor the situation and review membership subs in a consistent and transparent manner.



*ACTION: KHC Committee will review this item in a few weeks with relevance to Covid restrictions.*

*ACTION: (DG) to liaise with Scott Madden on player loans to other clubs within local districts that are perhaps at a closer vicinity to some members.*

**Date of next meeting: Monday 30<sup>th</sup> November 2020, 20:00 via Video Conference**

**Summary Actions:**

(CW)	Research virtual event ideas.
(LK)	Liaise with Karen Scott on virtual rules night.
(ALL)	Sign role descriptions and return to (GR).
(RT)	Attend all KHC Committee meetings.
(RT)	Access to KHC website to update on KHC Committee rulings.
(AM)	Website access to be given to different committee members.
(AM)	New dedicated Covid area on the KHC website.
(LK/AW)	Explore new items of clothing and liaise with Gilmour Sports
(ALL)	Review other hockey club's rates will be carried out and the KHC Committee will discuss any change to subs in future meetings
(GR)	Add to KHC Committee meeting agenda previous to 7 <sup>th</sup> AGM. Honorary members are to be nominated to the KHC Committee by any KHC member ahead of the AGM with a discussion of the KHC Committee members preceding the AGM.
(AM)	Team Captains will receive a membership list on a monthly basis to ensure all members who are eligible to play have paid their subs.
(ALL)	A review of membership categories and suitable subscription payment breaks.
(GR)	Resend all KHC Committee meeting minutes to (AM) to upload to KHC website.
(ALL)	All KHC Committee members to provide an opinion on matters discussed.
(RT)	Change all social media passwords.
(DG)	Draft new Covid guidelines via email.
(ALL)	Membership subs to be reviewed in a few weeks with relevance to Covid restrictions.
(DG)	Liaise with Scott Madden on player loans to other clubs within local districts that are perhaps at a closer vicinity to some members.