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

1. Matters arising -
	1. DO – East HD umpire liaison clarification

DO absent – carry forward

* 1. DO – East AGM update

DO absent – carry forward

* 1. GD – SHU casual player Insurance/draft register for mixed hockey

Will be drafted for next season

* 1. AM – SCIO registered charity application – update

Form filled, a few issues with constitution

AM/GD reviewing our constitution versus SCIO constitution requirements

* 1. AMc/MB – child protection 4 draft documents to be updated

AMc /MB to update draft documents after attending workshop on 26th August

1. Men’s Section proposals for coach/players/Dollar pitch
	1. 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.

* 1. 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.

* 1. 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.

1. **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.

1. **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.

1. **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.

1. **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.

Lev el 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.

1. **Club Captain Reports**

Nothing to report. Men meeting on 17th August.

1. **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.

1. **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.

1. **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.

1. **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.

1. **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

1. **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.

1. **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.

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

Meeting closed at 9.30pm