

Minutes of Management Group meeting



Date/Time	8 th July 2020	Location	Zoom Video call (because of coronavirus lockdown).
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Attendees	Initials	Position	Attendees	Initials	Position
Kirsty Wingate	KW	Chair	Claire Hammond	CH	Officiating WG Lead
Les Thomas	LT	Hon Secretary	Sue Wainwright	SW	Junior Competition WG Lead
Val Sanders	VS	Finance WG Lead	Stella Ben Hania	SBe	Coaching WG Lead
Kerry Brooks	KB	Avon & Wilts NDO (furlough cover for Rachel Bussey)			

Apologies	Initials	Position	Apologies	Initials	Position
Emily Wilton	EW	Media & Comms WG Lead	Sara Constantine	SC	Adult Competition WG Lead
Vicki Wood	VW	Performance WG Lead	Nicola Parry	NP	League Sec (member of Adult Comp WG)

	Minutes of meeting	Action	Raised	Due
1	Introduction			
	All welcomed			
2	Matters arising from last meeting (17/06/20)			
	The anomalies with junior fees to be removed (option 3 on s/sheet). resulting in a reduction in U18 and U14 fees. ENgage system to be updated with new county fees.	Completed		
	Most trophies have been engraved, except 2 senior ones. Junior medals and adult pin badges received.	Completed		
	Accounts returned from auditors and will be circulated with AGM pack prior to meeting.	Completed		
	1 st Zoom training session ran last week with 12 attendees. This week's session only 4 attended, but 42 had registered interest. May need to reconsider offer or may move outside.	Completed		
	Officiating WG meeting/catch-up on 22 nd June postponed until more to discuss.	Closed		
	Venues have been asked for possibility of further dates (but not specified) from April onwards as contingency in	Completed		

	case of season starting post-September.			
	Will need to send out entry form before start of season (LT suggests Google form as per 2018-19)	NP	17/06/20	TBD
	Email sent to club secs announcing waiving of court costs and league entry.	Completed.		
	The last 2-3 academy sessions were planned to be in the form of trials for the new season but did not happen due to the lockdown. It is hoped to re-instate for the new season.	VW	17/06/20	TBD
	EW has started rebuilding the website template. Has asked for approval from MG for subscription but still waiting for all to reply.	EW	17/06/20	Next season
	LT has taken photos of engraved trophies to go with league award "presentations" via social media (due out w/c 20 July). CH suggested online certificates so that clubs could forward to their players.	EW LT	17/06/20 08/07/20	29/07/20 29/07/20
	Fast 5 entrants entry fees have been refunded.	Completed		
	Wording for league rule change – regional players playing down. Agreed does not need to be proposal at AGM because only minor change.	SC/NP	17/06/20	20/07/20
3	Feedback from EN and Return to Play Strategy.			
3.1	KW went through the slide deck that EN had presented at the county and regional chair zoom session on 1 st July. Issues discussed:			
3.2	Each organisation (including clubs) will need a Covid Officer. Agree that MG to set up a Covid Group - initially to be comprised of Coaching Lead, Officiating Lead and Competition Lead(s) and Club Safeguarding Officers	SB, CH, SC	08/07/20	12/08/20
3.3	KW to draft outline TORs for Covid Group in conjunction with EN guidance when issued.			
3.4	Membership retention – EN are doing mail-out appeal to all members. Need to ensure that individual members understand the GCNA offer. Agreed that one-to-one conversations with club contacts would help – suggested via the Covid Group.	SB, CH, SC	08/07/20	30/09/20
3.5	Agree to hold a Covid Zoom session with club reps on 12 th Aug. Advertise with AGM notices and separately.	LT	08/07/20	12/08/20
4	Working Group Updates			
4.1	Coaching – held first county Zoom fitness session last week – 12 attendees. This week 42 had signed up but only 4 attended. Need to review future sessions.	SB	08/07/20	29/07/20
4.2	Officiating – roll out of new rules training has been further delayed by EN.			
4.3	Agreed to include competition winners and runner-up in AGM WG reports.	SC LT	08/07/20	20/07/20

4.4	WG powerpoint reports needed for AGM by 20 th July (send to LT).	ALL	08/07/20	20/07/20
4.5	CH to query with EN if membership fee for attendees on cancelled officiating course could be reimbursed (i.e. for those who joined EN solely to attend the course).	CH	08/07/20	29/07/20
4.6	Agreed not to hand out trophies to clubs but will arrange for delivery of individual medals and pin badges to club contacts.	LT VS	08/07/20	29/07/20
5	Next meeting (practice run through for AGM)			
	Wed 22 nd July 2020 8pm via Zoom	LT	17/06/20	22/07/20

L Thomas
Hon Secretary
15/07/2020