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**Ropley Cricket Club Committee Meeting – 4 October, 2018**

**MINUTES AND ACTIONS**

**Present:** David Burgess (chair), Frank Branagan, Anne Carter, Alex Ehrmann, Andy Erskine,

Andrew Robson, John Sutton.

| **Ref** | **Minutes and Actions** | **Lead** |
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| **1.** | **Apologies**: Karen Bennet, Jayne Forrest, Ed White. |  |
| **2.** | **Minutes of last meeting:** were agreed to be an accurate record. |  |
| **3.** | **Actions from last meeting** – updates included in reports below. |  |
| **4.** | **Secretary’s Report**  **Coaching course application** -The committee agreed to fund Jonathan Hardie’s £280 coaching course with the proviso that Andrew Morris will apply for ECB funding to cover the cost. AC to confirm with JH and AM.  **Rotherfield pitch hire** – Chris Fuller had suggested to AC that next season RCC did not pay to hire the Rotherfield Park ground as long as he was able to keep using Tom Wood for ground preparation, putting of ground to bed and cost of seed, fertiliser and chemicals. AC to follow up with Chris Fuller regards costing of two options.  **GDPR policy** has been circulated and now available on the RCC website.  **Membership of HCL** – AC confirmed that the first, second and two women’s teams had been registered and she had arranged for Jayne to pay the £100 to cover, which was £25 per team.  **Problem ground dates** – details to be with HCL by 30 November. As the committee were unsure what this referred to AC to find out and report back.  **Insurance policy** – AC had received a notice from the insurance company stipulating the standards they expected spots clubs to achieve to reduce risk. In response JS said he would send AC a copy of the equipment inventory and proof that RCC had been given permission to leave the nets up during the winter. The remainder of the notification content AC clarified was for the Sports and Social Club. | **AC**  **AC**  **AC**  **JS**  **AC** |
| **5.** | **Treasurer’s Report**  JF had sent her resignation to DB and AC so the committee were looking for another treasurer. AC had approached Julie Stroud who had expressed an interest however awaiting a response from the school about the treasurer role she had already expressed an interest in.  AC presented the accounts on JF behalf and the content of the email circulated with a number of queries from JF about outstanding payments.  DB and FB were prompted to make their payments to JF for the senior indoor cricket fees and the BBQ takings.  AC agreed to follow up with Martin Peters about his awareness of how the men’s training kit was to be paid for, and to make JF and DB aware of his response.  AC confirmed she had rung Nick Gerrard about his outstanding submission of the last Sunday game match fees.  JF to follow up with Rob Smith about fees that he had collected but was till yet to pay. | **AC**  **DB/FB**  **AC**  **NG**  **JF** |
| **6.** | **Fixture Secretary’s Report**  Nil to report.  Power socket for electronic score board console/computer - AC enquired as to whether there was a socket or whether one needed to be installed. As nobody was sure AC to follow up with Bob Archer. | **AC** |
| **7.** | **Clubmark Officer Report**  6 new people in the women’s cricket team are requiring DBS and being followed up with one renewal underway.  AR reported that RCC would need to pursue Clubmark reaccreditation next year. In the meanwhile, he was chasing Simon Jones for evidence of the extension he had given to RCC for this year.  AR had completed the annual report for Clubmark and this was agreed by the committee as being ready to submit.  AR had been working through Clubmark requirement for update of documents and making changes where required. AC was supporting where required.  AR confirmed that the Constitution did not require committee members to retire after 3 years. As long as they were elected at the AGM there was no restriction on the time they could serve.  AR was asked about the need for coaches to update their First Aid courses. AR will feedback at the next meeting. | **AC**  **AR**  **AR**  **AR/AC**  **AR** |
| **8.** | **Club Welfare Officer Report**  The second Club Welfare Officer position had been changed and must now be the HCL County Welfare Officer - Helen Wheeler. This provided the Club with someone to go to if they felt AC was not fulfilling her duty appropriately. AC will update the information on the notice board in the pavilion accordingly. | **AC** |
| **9.** | **Ropley Sports and Social Cricket Representative Report**  **Minutes of last** **Ropley Sports and Social Club (RSSC)** -AC summarised the attached copy of minutes from the 13 September RSSC meeting and highlighted the key points below:  **RCC membership list** - it was proposed at the meeting a RSSC membership list was required. AC had responded by saying that there was not a single membership list for RCC however there were lists and when it came to subs and communication they were effective. AC also confirmed because of data protection, permission would have to be sought from each RCC member for their details to be given to another club. RCC committee felt the most important task was to ensure there was a membership list of RCC as opposed to RSSC, which AC will try to pull together during the winter. AC will feedback to RSSC at next meeting.  **RSSC income and expenditure 20187/18** – Ken Ingle reported a surplus of £4718.56, in particular due to the savings made by not employing regular paid bar staff. The RSSC committee wished to pass their thanks to RCC for their part in encouraging volunteers to come forward to cover the bar.  **Proposed subs for non-players** – this had been proposed at the last RSSC meeting. It was discussed by the committee and the decision made that it would be difficult to collect and possibly put people off from coming to Club and joining in with activities. AC to feedback at next RSSC meeting.  **Funding of WiFi for booking of MUGA** – RSSC are aiming to connect the booking of the MUGA to the flood lights ensuring that when the MUGA is booked the lights will come on to cover the requested period of use. The fixed costs will be £200 which Bob Archer hopes to recoup from possible council funding and the annual cost of the WiFi at £360. The committee discussed and decided that as it was cheaper to keep current effective ‘rather Heath Robinson system‘ there was no wish to pay for the annual WiFi. AC to report back to RSSC. | **AC**  **AC**  **AC**  **AC** |
| **10.** | **Women’s Cricket Chairman Report**  AE confirmed that the First Women’s team had won their first indoor game at Fleming Park.  AE reported that discussions were underway for the development of a Rainbow team for the U16s. |  |
| **11.** | **Junior Cricket Report**  Andy Erskine had been elected as Junior Cricket Chairman. AC had already sent him the RCC Committee meeting dates and a copy of the papers for this meeting.  The junior meeting was the 17 October from which the committee would receive a report. |  |
| **12.** | **Activities and Events Secretary Report**  Planning had commenced for the Awards presentation evening on the 3 November. Vegetable and chicken curies were to be provided. FB and AC were advertising as widely as possible. AC confirmed that Shaun Udal had agreed to present the awards.  AC had been asked to confirm numbers with Vonnie Archer so that she could ensure sufficient drinks for the evening.  The RCC Quiz had been booked for the 25 October. AC to circulate details and ensure it is included in the next version of the BisMonRopTis so that the tennis club are aware and do not arrange their annual quiz on the same evening. | **FB/AC**  **AC**  **AC** |
| **13.** | **AOB**  **Ground Management** – DB and JS to meet and feedback at the next meeting. | **DB/JS** |
| **14.** | **Date and time of next meeting:** 19.30hrs, Thursday, 1 November, 2018 in the Pavilion. | **All** |