

**DRAFT MINUTES OF THE MEETING OF
THE CPSA BOARD OF DIRECTORS**

Held at CPSA, Bisley,

On **Wednesday 5th May 2021**

PRESENT:

Dr J Martin	(JM)	East Midlands Regional Director – Chairman (Teams)
Mr M Machin	(MM)	W. Midlands Regional Director- Vice Chairman (Teams)
Mrs N Heron	(NH)	National Director
Mr P Saich	(PS)	South East Regional Director
Mr D Rollason	(DR)	Independent Director (Teams)
Mr B Moorhead	(BM)	Independent Director (Teams)
Mr R Faulds	(RF)	South West Regional Director (Teams)
Mr J Sole	(JS)	National Director (Teams)
Mr John Leightley	(JL)	North Regional Director (Teams)
Mr I Parker	(IP)	Chief Executive
Ms C Alger	(CA)	Operations Manager
Mrs L Vallance		Minutes Secretary

APOLOGIES: Mr C Smith National Director

QUORUM: A quorum was declared present

CONFLICT OF INTEREST RE AGENDA: None

MINUTES OF LAST MEETING:

Proposed by BM. Seconded by NH. All were in favour.

MATTERS ARISING:

Accounts to be signed off by JM & WAH: JM reported that he had not received the accounts to sign. Stacy has chased up and accountants are waiting for all statements which should be ready soon.

ICTSF 2019 WESP prize fund: JM reported that this had pretty much been settled and payments have been made.

Super Sporting: IP reported that Richard, Pete and Clare are working on the rules and classification requirements.

Work in progress

John Singleton – Board Decision: CA had written back to John regarding the board's decision and there has been no other correspondence.

Announcement of new Vice Chair: CA reported that this had been done.

ACTION LOG:

Shot Balling Tests: JM- ongoing
To leave on Action Log.

Name Change:
Ongoing

Media Profile Update:
Ongoing

Consultancy advice re. declining membership:
Postponed until Covid over.

ICTSF 2019 WESP Update (Prize Fund Payments):
To be taken off Action Log

Review of Prize Fund Rules: IP reported that this was a topic which came up regularly and asked if the board could refresh the rules and guidance's at the next board meeting. NH explained that there are no set rules for prize money pay-outs for registered shoots. RF added that some grounds offer free or ½ price entry for next competition rather than money. Shooters would rather win the money which they have paid in. NH said that if grounds want to give gifts is fine, but this should be additional to the prize money. JM said that the CPSA rules at the moment have no structure of how prizes are paid out, as long as it was known before. IP felt that the rules needed to be refreshed and sent out to grounds and members. NH felt that the rules were a bit vague and a registered rule, separate from a championship rule was needed.

NH, RF and the team to look into the rules and bring back to the board.

Review size of Vets Teams:
Ongoing

BO ESK Super final:
Ongoing

Review Fast Trap classifications: DR reported to the board that he and PS had been through the numbers over the past 7 years to see the trends. The Data that came back showed no significant problems and DR suggested it to remain as is. JM asked how the problem was reported. DR said it was brought up at a West Midlands regional committee meeting. JM asked for West Midlands to be told it has been looked into with no changes to be made.

To be taken off Action Log

UPDATE BY CEO

IP reported that they have been gearing up for the busy time ahead with the start of competitions. After coming out of the last lockdown reports have come back with everyone happy with grounds reopening and shooters getting back out shooting.

Work with local authorities, police and government continues as Covid is not over yet.

Memberships Overview: As of 1st May, membership had gone up to 21,344. IP reported that April had been a good month for renewals and for new members and things were looking positive. There had been 216 new members in the last month and membership from May 2020-May 2021 was only down by 998 members.

Staff: All back in as of yesterday and taking a Covid lateral Flow test twice a week.

Lead Ammunition: A working group has been established and had their first meeting on 9th April which covered key points. IP has been working with NRA, NSRA and BSSC to try to influence the government before the UK consultation to keep the use of lead for target shooting.

Events: Game Fair organisers are positive to go ahead. IP said they had been working with Churchills who are running the clay line.

Major Competitions: No changes to report. Bookings have gone live and are going strong. NH asked if at the EO at Barbury the use of masks inside the club house could be reinforced. IP said yes everyone will still need to wear PPE at the time of the EO.

BICTSF: There was nothing to report.

BSSC: AGM and board meetings have been held.

Super Sporting Proposal: IP informed the board that this was being developed by RW and will be presented to the board in due course.

OPERATIONS MANAGER: CA

Office: All staff back in and providing Covid lateral flow tests twice a week to keep those staff who have not yet had the vaccine safe. Nicola Briggs is a great asset to the team and is picking things up fast.

Championships: CA reported that championships are going well with the consideration of opening the Tuesday at EJ Churchill's for Sport Trap.

Commonwealth Selection: Clare H and Iain have been working on the selection process which they hope to submit in the next couple of days.

ICTSC Meeting: CA explained that they are in the process of moving the HI DTL and FSP as Ireland unable to hold due to the Covid restrictions. HQ have offered to help with the admin side for the DTL which will be hosted in Wales. Still waiting from Scotland in regard to hosting FSP.

ICTSF-Age Definition Change

JM said that it had been suggested the ICTSF adopt the 1st of January as the date for age categories rather than the age on the day of the shoot. CA said that BO teams are the same as HI teams who already use the 1st of January. JM suggested, as to the CPSA adopting the 1st of January, to leave until next year. NH felt it would make things easier if 1st Jan were used. JM asked if there were any major issues to HQ to the change. CA said that Pete has it built in already so would be easy to do. From a championship side it would make life easier.

JM asked for it to be put on the agenda for the next board meeting.

DIRECTORS THREE TERM RULE

JM explained that as Carl was re-elected onto the board with a record number of votes, he felt it bizarre that because of the CPSA's 3 term rule those who voted for Carl would not have the opportunity to vote for him again. Discussions between JM and BM regarding this have taken place regarding the possibility of changing this rule. BM explained to the board that the sports governance code was created about 6 or 7 years ago by Sport England and UK Sport. This code sets out what they consider to be best practice. These codes need to be complied to if you wish to receive funding from them. The CPSA does not receive funding from Sports Council and are not subject to the code but moving away from the codes could be frowned upon. JM had 2 points, 1. Could not see CPSA asking for funding from the sports council and finds it inappropriate to base current actions on something that is unlikely to happen. 2. JM felt that as the CPSA is a membership-based organisation it is therefore the director's responsibility to determine what is best practice for their organisation and members and not to simply follow other organisations. JM pointed out that there was some provision in the code which recognised that some organisations, such as the CPSA, rely on volunteering directors and the limited term was a recommendation, but the minimum requirement would be to have regular elections. PS felt that best practice is a way of doing something but not a rule and do not have to adopt that method. He asked if the CPSA articles could be changed so the board could vote on an extension of the 3 year term if it was in the best interest of the CPSA and its' members. BM said the discretion should not be on the directors to pick and choose the rule it should be in the constitution that they can do it. NH- sports funding goes to British Shooting so the CPSA would not be able to access funding. CPSA directors are not paid so different to other organisations who have paid directors. Definitely do not want any more non-executive directors on the board, the directors are elected to sit on the board for the members and to make sure the members and the disciplines are looked after. JM suggested that the decision to be made at this point is whether to have a fixed term or not. If decision was to not have a fixed term, then a discussion of how to structure the Articles would be had at a later board meeting. This would have to be completed to take to the next AGM in October.

JM proposed to remove the 3-term Seconded by NH.

9 In favour 0 Against 1 Abstained

CORRESPONDENCE

AOB

PS had an email from Martin Brister regarding having to book 2 Skeet select shoots in advance with no refunds. IP explained that this was not entirely true. The ESK selection process had been changed how they wanted, which meant to be selected it was now compulsory to shoot both shoots. Payment is taken for both shoots at the same time to commit to the selection process. What some ESK shooters have said is they should have the option to pay for one as if they shoot poorly in the first shoot, they will not attend the second shoot. IP also explained that this was also to help the grounds as if there were not as many shooters on the second day it would not be financially viable for the ground to run the shoot. NH felt that this would also affect the selection. JM asked if this was a board decision to make or operational. IP said it was operational as the board had made the decision over the Skeet shooters request to change the selection process from 3 shoots to 2 compulsory shoots.

NH asked if it could be mentioned to PULL! magazine that some readers are finding it difficult to read articles that are printed on a black background with white writing. IP said this was good feedback and would pass it on.

NH asked that any trophies that are contesting this year but not last year could have "Covid-19" engraved on the 2020 spot. JM- how many trophies this affect would. CA- it was the EO ESP and the EO SK. JM- so would not be a great expense. JM asked for the board's vote.

9 were in Favour 0 Against

MM reminded the board of the match funding which had been agreed previously, where HQ would match funding received by the region for an event with a limit of £500. There had been an agreement with Hereford and Worcester for £400 for a lady's event but they never received the funds from HQ. IP said that they could only receive it once not every year. MM understood but explained that they had received funding from their region but had never received it from HQ. JM understood that after the region had agreed to the funding it was to be brought to IP to decide if match funding was appropriate, who would then recommend to the board. It was not given automatically. NH suggested that they send an invoice. IP agreed to look at it when it comes in.

JM- a topic which keeps coming up is about County Committees deciding who wins which trophy. MM said it had been decided to leave it to the Counties. JM- cannot remember what was decided. CA to look for the decision made in previous minutes.

CA has had a question from Steve Williams, who will be the head referee at the EO in Barbury, regarding the use of camo caps. IP said camo accessories only can be used but not clothing.

**** Meeting Closed 12.17pm ****

NEXT MEETING DATE:

Wednesday 28th July at CPSA, Bisley