

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

Held at CPSA, Bisley,

On **Wednesday 28<sup>th</sup> July 2021**

**PRESENT:**

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

**APOLOGIES:** Mr J Sole National Director- RF to have JS proxy vote.

**QUORUM:** A quorum was declared present

**CONFLICT OF INTEREST RE AGENDA:** None

**MINUTES OF LAST MEETING:** Proposed by PS. Seconded by DR. All were in favour.

**MATTERS ARISING:**

**Accounts to be signed off by JM & WAH:** JM and WAH have both signed the accounts.

**Super Sporting:** IP reported that Richard Worthington has sent out the first draft and work continues on its development. NH had a couple of points regarding the language used.

Work in progress

**Commonwealth Selection:** JM informed the board that this was academic as the Commonwealth had been cancelled.

**Directors Three Term Rule:** JM reminded the board that at the last meeting it had been agreed to remove the 3-term restriction and that the board would discuss how to proceed during this meeting. NH said there was a natural turnover of elected board members but would need to watch how long the Independent Directors terms were. JM responded that the board was in control of nominating and electing Independent Directors and that we could, and should, rely on this function rather than putting a restriction on Independent Directors term into the articles. JM suggested that in order to remove any ambiguity the most straightforward way of amending the articles was simply to remove the sentence from the articles which restricted directors to serving 3 terms.

JM proposed to amend the Articles by removing the sentence which restricts Directors to only serving three terms. Second by CS

9 in Favour 0 Against

**Change Articles regarding quorum numbers:** NH explained to the board that when holding County and Regional AGM's it wasn't clear in the rules what a quorum for an AGM was, so a quorum for a committee meeting had been used which was 4. NH felt that when looking at the CPSA's constitution, an article regarding a quorum figure for the County and Regional AGM's needed to be added. JM asked BM if the County articles were to be amended, would it need to go to the main CPSA AGM for ratification? BM said it depended if it was part of the constitution or not. NH said there was the main constitution and the County and Regional by-laws. BM said he remembered the board making the County area by-laws which meant the board can revoke or amend them at will. BM asked if the main CPSA AGM quorum figures could possibly be lowered, as there had been times where it had been a struggle to form a quorum. He advised caution not to lower too much and suggested 15 to be a good figure for the AGM quorum. NH suggested 15 for main AGM, 10 for Regions, because they have the County members and 4 for committees. CS felt that it should remain as it is. NH explained that as a Ltd company it had to be stated what a quorum was, it could not be left blank. MM asked why change things as some smaller Counties would struggle to form a quorum. NH said it was not changing but improving. BM advised it would be good practice to have in the by-laws. NH suggested that National and Regional Directors could attend the County/Regional AGA's to make a quorum. RF informed the board that their Region held AGM's after a shoot that way a quorum was certain to be achieved.

NH proposed that a quorum for the County and Regional AGM's to be made the same as a quorum for the meetings for both County and Regions. Second by BM

9 in Favour 0 Against.

**Trophy Ruling:** CA checked back, and the last decision made in May 2019 was "the distribution of trophies remains with the regions and counties."

JM asked if this could be amended in the rule book.

## **ACTION LOG:**

**Shot Balling Tests:** JM- ongoing

To leave on Action Log.

**Name Change:**

Ongoing

**Media Profile Update:**

Ongoing

**Consultancy advice re. declining membership:** IP reported that membership numbers were not declining and in fact were on the rise.

To be taken off action Log.

**Review size of Vets Teams:**

Ongoing

**BO ESK Super final:** CS reported that a Skeet subcommittee meeting was to be held in 3 weeks.

Ongoing

**Super Sporting:** work in progress. NH to look at language used with RW.

Ongoing

## **UPDATE BY CEO**

IP reported that people are getting out shooting again and competitions are being well supported. Some grounds still have restrictions and will continue with squadding or a combination but reports back are that most shooters prefer shoots squadded. It is a very busy time for HQ

**Memberships Overview:** IP was happy to advise that membership has been rising in the last 4-5 months with just under 22K members to date.

**Membership Advertising:** is going well and will continue investing in social media, Google Ads.

**Events:** IP reported the Game Fair had been a great success establishing new members and the clay line numbers were up from last year. IP explained it is an event that costs the CPSA money JM explained it was a major marketing event.

**Staff:** IP informed that unfortunately Phoebe had resigned and will be missed but wished her every success. Recruitment has started for a new marketing manager or events executive.

**Lead Ammunition:** This continues to be a topic of interest. A meeting was held between the CEO's of CPSA, BASC, NRA and Simon West from the GTA. It was a positive meeting and it was agreed to communicate between the target community and BASC, the game shooting side. IP reported that BASC's agenda is to promote the change away from lead to non toxic

shot such as steel. This is complicated and political on many fronts. DR asked if the MPs would have the vote? IP said yes if legislation comes forward. PS asked if the legislation was driven by Europe and now taken on by the UK government. IP said yes and it's also been driven on a commercial front by the game side as the Game Dealers Association for example has said all game going through them must be lead free from July next year. IP informed the board that the target community, be it rifle or clay, are pushing to keep lead ammunition for their sports. One of the key points that the target community can put to MP's was that legislation to shooting steel would put our shooters at a disadvantage around the world at an International and Olympic level. There are also unknowns from an environmental perspective regarding lead v steel, safety and cost implications for the industry.

**Major Competitions:** ICTSF World DTL has been postponed due to Australia and New Zealand's travel restrictions. All have been advised.

CPSA EO- Barbury- IP reported the weather conditions were very challenging but the HQ team worked hard and the Barbury team could not have done more. A great event & Championship

CPSA WESP- EJC- Was an incredible amount of work for all involved but the HQ team worked well. Our thanks to EJC for their teams hard work in helping deliver a great and successful Championships

BO ESP/STR- EJC Swinton- a few admin issues to be addressed prior to this competition. IP informed the board that as the phone coverage is poor and Wi-Fi is almost non-existent, it had been agreed to split the cost with EJC to put in a weeklong satellite broadband system. The cost will be £700-800 for the week.

**BSSC:** IP explained he had missed the meeting due to the WESP and has received the notes from the meeting. Most of the meeting was taken up with the lead issue. BASC had launched their "Aim to Sustain" at the Game Fair.

#### **OPERATIONS MANAGER: CA**

**Rapid Flow Testing:** the mandatory twice a week testing has been removed but many are still testing.

**Paperless Direct Debit:** CA reported that Pete had been working on getting the paperless direct debit online which should be up and running in the next couple of months. Hopefully in the future it can be done over the phone, but staff training would be needed for this.

**Proxy Voting:** CA and Pete to arrange a meeting with Civica. Pete looking into software for an online voting system for the AGM's. JM asked if this would be available for the Regional and County AGM's? CA to ask Pete.

#### **RULE BOOK UPDATE (Dress Code)-JM**

JM explained that this had been going on for a few years, with referees threatening to disqualify shooters due to dress and felt that the rules needed to be updated.

NH to look into updating dress code in the rule book.

## **MISSING TROPHIES- JM**

JM spoke main about trophies missing from competitions. This is a major issue for those running the event and for those who win. JM asked if the process could be looked at to how the trophies are controlled or if missing can be flagged up in advance. CA said notification is sent out 6 weeks in advance, but some do not get back or turn up with them. All agreed this was a problem. CS told the board that their region presents the trophy to the winners for photos, but winners do not take home and the County retain and pay to have engraved. IP asked if a levy for the engraving was added. CS said no but for the Championship level a bit different so potentially could add a little on the entry fee.

## **MULTIPLE SHOOTING ASSOCIATION NUMBERS- JL**

JL explained there had been a few complaints from the North region, and has seen a trend in other areas, regarding shooters with multiple association memberships are entering competitions multiple times or choosing which number to use depending on their classification in each. JM asked if they were a member of Scotland, England and Wales. JL said there was an individual who is a member of 3. IP stated that they had different classifications for different disciplines for example DTL and ABT, he'll be a C in one and D in the other. PS thought the other associations used the CPSA's information. CA said the only one that the CPSA dealt with are Wales. IP felt this was an ICTSC issue. JM said that the CPSA rules say, we will except anyone whose got a membership of another national organisation, and asked if this needed to be more specific? NH said that the protocol is that the highest classification is to be used and anyone using the lower one is cheating and will be eliminated. RF said that grounds don't know if they have multiple memberships, they are given a number and their classification comes up.  
NH happy to work with HQ on reviewing the rules.

## **DISCUSSION PAPERS**

**Prize Money- RF:** RF explained this subject had been talked about in the past but was still happening with grounds substituting money with free entries or gifts in kind. JL said since this had been discussed he had heard a lot more on the subject where the grounds do not publish the monies coming in, a few do but there are still a lot who don't. IP said that the CPSA have control if it was a registered shoot but not if it was an open shoot. RF said these are all registered shoots. NH said that herself, RF and JS had looked at the rules and the document in the pack they had put together, shows a direct amendment to the rules. NH suggested that there needed to be clarification that grounds cannot take a percentage of the prize monies and all prize monies taken in must be paid out. PS said the document submitted was a good guidance as there was no guidance at the moment. CA said there was nothing to say how long grounds hold money not claimed. JM asked BM if legal to give unclaimed prize money to charity. BM said that unpaid dividends, if put clearly, was legal to give to charity. CS suggested prize money to be kept by the ground for a minimum of 2 years as some shooters may only visit that ground for the competition. MM recommended there be an audit trail if prize money was to be donated to charity. JM asked if these prize money pay out rules were put in place, what could the CPSA do if grounds did not follow any of them, as there would need to be a consequence? IP suggested a process of giving one warning and if a ground did not follow any of the prize money pay out rules the ground would be de-registered for shoots. DR & CS asked that additional outside sponsor money open to all entrants be

added to the rules. JM asked CA to look at adding the outside sponsor money/prize and length of time prize money to be held, to the rules and to circulate to board members to view before next meeting.

**Target Only at Major/Minor Championships- RF:** RF explained to the board his reasonings behind his proposal to remove “Targets Only” from major and minor Championships. NH agreed and felt registered shoots should not be affected. IP told the board that he supported the CPSA Championships to be Competition only with one price which would make things easier and increase the prize fund. DR asked if it better to trial this idea next year for BO & EO Sporting to see if there was a difference. JM felt that no-one was fervently against the idea but just had questions. JM also felt that trialling the sporting could be a good first step. IP reported to the board that looking back at previous competitions only a small number of shooters shot Target only. DR expressed his concerns of reducing the options for shooters, but happy to trial it. CS suggested to change this for all Major competitions in all disciplines but not the Minor rather than just sporting. IP said he liked the idea of all Majors to have one price as it would make things simpler. CS proposed to change Majors in all disciplines to “Competition Only.” Second by NH

10 in Favour      0 Against      0 Abstains

## **CORRESPONDENCE**

**Whistle Blower Policy:** IP reported to the board that it happens any way. NH said that the CPSA cannot ignore anonymous calls, as has happened in the past, could be something as serious as sexual harassment. IP assured NH that anonymous calls or letters of complaint are not ignored but filtered depending on the severity of the subject.

**Weather at England Selection:** CA explained Nick’s letter, that the weather at Barbury had been lovely and sunny on the first day but horrendous on the second day. Those shooting for selection for sporting on the second day did not have a chance of qualifying with their scores and felt it would be a fairer process if scores were taken from High Gun on the day. DR felt that it is a bit of a lottery with the UK weather and agreed to take scores from High gun on the day a fairer process. CS agreed and felt it could stop shooters dropping out. NH asked would taking selection from high gun at the BO not the EO as a different format used. JM said selection shoots are at both BO and EO but although different format for the Championship would not make a difference to the selection as just taking the scores on the day.

MM proposed to take scores from High Gun on each day for selection shoot. Seconded by DR. All in favour. None against.

## **AOB**

NH brought to the board the subject of moving the date for categorising age to the 1<sup>st</sup> January not the age on the day of the shoot. JM thought this was being looked into. IP thought moving the date was a good idea.

NH proposed for the age to be categorised on 1<sup>st</sup> January, seconded by CS. All in favour, none against.

NH had a complaint regarding a shooter mounting on the line with cartridges in which was against CPSA rules because they hadn’t been given permission to load the cartridge from the

referee. NH suggested that the referee rules to be looked at and to add a part on safety 2.18- “if you dry mount on the peg do not have cartridges in.” All agreed.

NH was at the EO OT and there were no disabled medals there but there was only one disabled shooter at this event. NH asked if the medals could either be presented after the competition when the number of disabled shooters was known or to have a generic medal with no dates on which could be used another time if no disabled shooters attend. CA replied that all CPSA medals are generic, and the ribbons are changed each year.

MM- as an error Toby Hurstfield received the captaincy for DTL Jnrs, and asked if there was a better way deciding rather than using their CPSA number? JM explained to the board the circumstances and felt this wouldn't happen again.

MM had a few complaints of a ground de-registering a shoot after it had been shot and asked if grounds could do this? IP said that the ground had made an error in advertising it as a registered shoot when in fact it was not.

PS asked about the National Inter-County badges for colts. CA said they have been ordered.

PS asked if Counties could have contact details of members. JL said GDPR would not allow it. HQ cannot share details, and Counties would have to get permission from each individual. NH advised PS to tell their members to go onto the dashboard and tick the part which says that the County or Region can contact them.

PS- regarding registered scores, someone drops out after 3 rounds due to bad performance and asked the referee not to register their score, which cannot be done. When the ground put in the scores it was out of 100 but should have been out of 75. CA explained that it depended on how the programme had been filled in. If a 0 had been entered in the box it would be out of 100 but if the box was left blank it would be out of 75. PS to report back to ground.

PS asked that on a registered shoot could a shooter practice at the ground before shooting the competition? JM said they could on a different layout but could not practice on the same layout on the same day.

CA asked if the EO OSK Ladies Trophy could have Sarah Gray engraved on it for 2020 in memory of her instead of Covid-19. 9 in Favour 1 Against

It was decided to move the next board meeting from 6<sup>th</sup> Oct to Saturday 30<sup>th</sup> Oct before the AGM.

**\*\* Meeting Closed 2.15pm \*\***

**NEXT MEETING DATE:**

**Saturday 30<sup>th</sup> Oct at Chesford Grange.**