

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

Held at CPSA, Bisley,

On **Wednesday 3<sup>rd</sup> February 2021**

**PRESENT:**

Dr J Martin	(JM)	East Midlands Regional Director – Chairman (Teams)
Mr W A Heeks	(WAH)	North Regional Director – Vice Chairman (Teams)
Mrs N Heron	(NH)	National Director (Teams)
Mr P Saich	(PS)	South East Regional Director (Teams)
Mr C Smith	(CS)	National Director (Teams)
Mr D Rollason	(DR)	Independent Director (Teams)
Mr M Machin	(MM)	West Midlands Director (Co-opted) (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 I Parker	(IP)	Chief Executive
Mr S Oldman	(SO)	Operations Manager
Ms C Alger	(CA)	Shadow Operations Manager
Mrs L Vallance		Minutes Secretary

**APOLOGIES:** CS to join later.

**QUORUM:** A quorum was declared present.

**CONFLICT OF INTEREST RE AGENDA:** None.

**MINUTES OF LAST MEETING:**

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

**MATTERS ARISING:**

**Review size of Veterans teams:** PS & MM- work in progress.

**British Open English Skeet Super Final:** MM & CS- work in progress.

**Fast -trap classifications:** DR- Pete is still running statistics and will make a proposal in the next few months.

**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.

**Check with ETSF re. CG Selection:** JM- was answered last meeting, IP agreed.

**ICTSF 2019 WESP Update (Prize Fund Payments):**

JM will keep the board informed.

**Review Prize Fund Rule:**

To keep on Action Log until back to normal.

**Review of ESP Cages:**

IP has a final draft and will send out to directors after the board meeting.

**Review EO OT Prize Fund:**

To take off Action Log.

**Review size of Vets Teams:**

PS & MM- work in progress.

**BO ESK Super Final:**

MM & CS- work in progress.

**Review Fast Trap classifications:**

DR & IP- work in progress.

## UPDATE BY CEO

IP explained to the board that as the latest lockdown had resulted in the closure of grounds and cancellations of competitions HQ had dealt with many calls for guidance. DCMS are on schedule to have a meeting on the 15<sup>th</sup> Feb to discuss the easing of the lockdown and will then put together guidance which they are looking to publish around the week commencing 22<sup>nd</sup> Feb. Whatever easing that is being planned may not happen until later in March.

**Memberships Overview:** As of today, there are 21,352 members with 800 overdue which is not surprising while in the middle of a lockdown. Many members are waiting to renew membership when shooting grounds open again.

**Haysmacintyre:** IP reported to the board that Jeremy has been promoted to a senior partner at Haysmacintyre. Tom Wilson, who is a very experienced account manager in the sporting sector, will now be handling the CPSA account and has worked on the latest audit. BM explained that Jeremy is now a managing partner of Haysmacintyre and also continues to be involved a lot with sport. He felt this was a great combination for the association as Jeremy would still be there for support. IP agreed and said that Jeremy had assured IP that he would always be there for advice and support.

**Membership:** IP explained that Bobby had been furloughed as it was felt that chasing up memberships during lockdown would be bothersome.

IP has asked Fellows Media to help with the creative for a new advertising programme to potential members.

**ECHA:** IP explained to the board that the EU wetlands law which was due to be ratified was delayed which meant it did not come into law before the UK – EU transition deadline period. The lead in ammunition debate has also been delayed but is ongoing under REACH and as UK are now out of the EU it will be up to the UK government whether it adopts the EU law once ratified.

**HR & Staff:** SO hand over to CA is ongoing. CA has agreed to be the secretary of the ICTSC and her knowledge will be valuable to the ICTSC. The recruitment for a England Team coordinator continues, with interviews taking place tomorrow (4<sup>th</sup> Feb).

**Events:** IP reported that both the British Shooting and the Northern Shooting Shows have been cancelled until 2022. The Game Fair organisers are hopeful to go ahead but are waiting for the government guidance as to whether outdoor festivals/events will be able to take place by the end of July. IP will come back to the board regarding options for the annual CPSA Awards for 2021 and 2022.

**Major Competitions:** IP reported to the board that competitions in 2021 may not be back to how they were pre-Covid, but the plan is to hold the competitions as best we can for competitors and sponsors while following government guidance.

ICTSF World DTL has been postponed until 2022.

ICTSC- After meeting on 26<sup>th</sup> Jan the plan was to go ahead with HIs and each country to manage how they run their selection shoots depending on government restrictions. After 22<sup>nd</sup> Feb more should be known regarding any changes needed to the CPSA's selection process

for the England Teams. The reality of being able to hold banquets for the HIs is unlikely due to the dates of these competitions but it will be reviewed later this month. There is an ICTSC meeting scheduled on 23<sup>rd</sup> Feb when hopefully there will be more known about the easing of restrictions.

WESP at EJC – IP explained there have been discussions for contingency plans for the potential of travel restrictions for foreign shooters but no decisions are required at the moment. There are usually just over 170 foreign shooters who attend mainly from America, Ireland and Sweden. Again, to be reviewed later in the month post government announcements on restrictions.

CPSA Championship venues for 2021 have been confirmed but the “booking on” process has been delayed from the usual date of 1<sup>st</sup> Feb.

EO ESP- Barbury, EO ESK- Eriswell,EO OTR- East Yorkshire, DTL Weekend- Bywell, WESP- EJ Churchill, BO ESK- Doveridge, EO STR- High Lodge, BO ESP- Swinton Estate

**BICTSF:** There is a board meeting scheduled for the 9<sup>th</sup> Feb.

**BSSC:** Have been working with us and government to get shooting grounds open again.

**Value of Shooting Report by BASC:** IP explained to the board that this was a BASC initiative which was last run in 2014 which was more game than target orientated. It is funded partly by BASC and they ask other associations to contribute an amount, depending on the size of the association, and to have their name included as a partner. The total cost for the report is considerable. BASC have asked associations to confirm their contributions and have calculated the cost to the CPSA to be £5,760. IP put to the board that in the current situation and climate this was not the right time to commit that amount of money to a report which is more game orientated. NH agreed CPSA should step back from it. IP explained if CPSA are not involved they will have no direct influence on the report but will still support where possible. MM asked if the CPSA had contributed to this report before? IP said last time CPSA contributed £10K. MM asked if that benefited the CPSA. IP said in his opinion there was very limited benefit to the CPSA and its members. MM asked if CPSA had any influence on the last report. IP said yes they had but the final report was very game orientated. IP also pointed out from a marketing viewpoint, for those who do not like shooting game, it could be harmful for the CPSA to be associated with game, deer stalking and pest control. JM said the two points to be focused on are, 1. what effect it has on the CPSA overall and 2. what will members think if not involved. On first point the CPSA do not gain a great deal and on the second there is always going to be a small number who think CPSA should be involved in everything. PS felt it was not value for money and any negative comments would be minimal. WAH felt it not worth doing, as the CPSA did not get anything out of it last time. JM asked if anyone was in favour of contributing to the report. No-one was in favour.

IP to let BASC know the Board's decision.

## **YEAR END ACCOUNTS REVIEW- Tom Wilson from Haysmacintyre**

IP introduced Tom Wilson (TW) to the board, TW heads up Haysmacintyre sports sector.

TW shared, on screen, the Audit report and financial statement and went through it with the board. The audit had been worked on 100% remotely due to the coronavirus.

PS asked could there be a concern for the CPSA to be liable for the tax of those running courses. TW said it is possible and this is why it is worth flagging as a risk for potential review. IP said this is a risk that they are aware of and is something that is being looked into. PS asked if the CPSA were to notify the individual of their responsibility for their own tax would that help minimise the CPSA's risk. IP said this has been highlighted as a risk and is something that can be developed to protect the association. BM asked TW if the risk register had been looked at and also wondered if the CPSA should do scenario planning around falling or rising membership levels so there were no surprises. TW said the risk register is looked at annually for any changing risks. Forecast or scenario planning is absolutely a good idea as it is important to know problems which could occur in advance and to have a plan, rather than to react when a problem arises.

IP thanked TW and Stacy for their hard work on the audit.

Accounts to be signed by JM and WAH.

### **ENGLAND Team Selection/HI/ICTSC Discussion**

IP- All potential options have been discussed but a final decision cannot be made until Covid restrictions are known. Should know more after the ICTSC meeting on 23<sup>rd</sup> Feb.

### **Independent Director Appointment:**

JM proposed that DR to serve another term. All agreed.

### **CORRESPONDENCE**

SO explained a request for a change of rules for shooters to receive a penalty if they do not place their used shells in the bin. NH said it was a potential problem for auto shooters and not good to hold up the squad moving to the next stand while waiting for shooters to pick up cartridges. RF said from a shooter's point of view, could not see why a shooter should not put cartridges in bins and from a ground owners' point of view it would be something he would vote for as it causes a lot of work at the end of the day. JM said if it were to keep grounds tidy would it be a problem to make this a rule as FITASC already have this rule. NH asked if this was already in the CPSA rules. IP said no it wasn't. JM- If it was made a rule then you have to have a penalty. RF suggested to put in the rules but not have a penalty. CS felt it was a good suggestion as it is not ideal to have empty cartridge cases in the stand as shooters step forward to shoot. IP agreed that making it a rule with no penalty was preferable as having a penalty makes it more complicated. CS agreed as having the rule would also give the referee a bit more authority.

CA to write into the rules.

### **AOB**

NH told the board she had an email from Ed Lyons, who is an optometrist, offering to write an article for the CPSA regarding eye dominance. He feels there is some misinformation about this subject with many expensive products being sold unnecessarily. JM asked NH to forward the email and he and IP would discuss it and bring back to the board at a later meeting.

WAH asked if JM would like himself (WAH) or John Leightley (JL) at the next meeting. JM replied he would like both to attend. JM asked if JL had completed the director's paperwork. CA to sort out director's paperwork for JL for next meeting on 17<sup>th</sup> March.

**\*\* Meeting Closed 1.50pm \*\***

**NEXT MEETING DATE:**

**Wednesday 17<sup>th</sup> March** at CPSA, Bisley