

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

Held at  
Edmonton House, Bisley, National Shooting Centre,  
Brookwood, Woking, Surrey GU24 0NP

On  
**Wednesday 4<sup>th</sup> October 2017**

**PRESENT:**

Mr T R Bobbett	(TRB) South West Regional Director – Chairman
Mr W A Heeks	(WAH) North Regional Director – Vice Chairman
Mr B Moorhead	(BM) Independent Director
Mr J Offord	(JO) South East Regional Director
Dr J Martin	(JM) East Midlands Regional Director
Mr C Smith	(CS) National Director
Mr G Walker	(GW) National Director
Mr R Kibblewhite	(BK) West Midlands Regional Director
Mrs N Heron	(NH) National Director
Mr D Rollason	(DR) Independent Director
Mr N Fellows	(NF) Chief Executive
Mr S Oldman	(SO) Operations Manager
Mrs S Watson	Minutes Secretary

**QUORUM:**

A quorum was declared present.

**APOLOGIES:**

None.

**CONFLICT OF INTEREST RE AGENDA:**

None.

**ORDINARY MINUTES OF LAST MEETING:**

Proposed by WAH and seconded by JO. All were in favour.

**MATTERS ARISING ORDINARY MINUTES:**

None.

**ORDINARY MINUTES : AOB**

None.

## **ACTION LOG**

### **Collating noise/nuisance complaints**

JM visiting Ground tomorrow at Darlington (Locomotion 1 Clay Target Club). JM fact-finding in relation to complaints. Local Authority had taken readings, and emailed local residents with link to phone app, for them to take readings too. JM will send link to WAH.

### **Electronic Voting**

NF obtaining quotes from ERS, and confident they would be able to deal with request, with no increase in costs. We hold approx 19,000 members email addresses and they receive newsletter electronically. TRB questioned whether paper form would be sent out to other members. Under existing Articles it appears voting on resolutions may be covered but not for Director elections.

### **Attendance at British Shooting Show**

NF confirmed that the CPSA would not be taking a stand at the Shooting Show, but will attend event to observe its operation at the new venue (NEC). Poor footfall, a preponderance of rough shooters rather than clay, organisers not particularly forthcoming and insufficient new membership enquiries to justify cost and time were the main reasons behind the decision. We have also not been offered the previous concessionary rates, in return for which we promoted the show directly to our members.

### **Changing company name.**

SO confirmed name change could be expensive, giving an estimate of £100k. It was noted that a change would require a Special Resolution at next AGM. Matter ongoing.

### **Review of tie-breaks.**

Different scenarios for tie breaks for each discipline. Sub-Committees to review but noted we are unlikely to end up with one system across all disciplines.

### **Championship Entry Conditions: Revoked certificates.**

Current terms of entry to be reviewed looking at self-declaration of a revoked certificate. Prohibited persons cannot shoot. Board believed it important to have a declaration online, where members could tick box if certificate was revoked. The CPSA need to be aware, although certificates can be revoked for many reasons. Agreed cannot take matter further but an entry under Terms and Conditions is adequate.

Website / entry form should have two tick boxes :

Has certificate been revoked? / Is the person prohibited.

All agreed.

### **Website**

IB3 have completed membership content and carried out tests. No final payment has been made but the process is taking too much time. Pete is in regular contact with the developer.

### **WESP Survey**

NF advised focus will be on what people want to see at a major championship, collecting feedback electronically.

### **Championship rota**

Next year's calendar is close to being finalised. Dates for 2019 will be confirmed by end of March 2018, keeping a year ahead from then on.

### **ABT Discipline Sub-Committee**

RK confirmed he will take over the running of the ABT sub-committee, and asked for member details.

### **Non-submission of score cards: Effective sanctions**

Need tiered approach; initially a letter – stronger letter – sanctions. Board to decide on rule change to facilitate at each level. Sub-Committee will discuss and agree, and present outcome at next meeting.

### **Good Governance Code**

Board agreed to support in principle – NF to write to S&RA outlining reservations.

### **Pull complaint**

Space for county and regional committee reports and photos to be reviewed to ensure there is no cut from agreed number of words. Angie to advise.

### **Sportrap**

Discussion as to whether same person should start next round on same peg. Advantages and disadvantages considered and all agreed rotation principle.

### **DTL meetings : insufficient attendance**

Discussion on best way to increase attendance and to review membership of all discipline sub-committees. Board agreed that there should be two members per region with one vote, the England Team Manager (one vote), Referee (one vote) and Chairman (no vote). Chairman will have casting vote if necessary. Introduce from 1<sup>st</sup> January. NF to follow up with Regional Committees.

## **UPDATE BY CEO**

NF stated it had been a poor year for a number of staff members, with various health / family concerns. NF confirmed staff had shown each other great support and understanding.

British Open ESK : A very well-run event and Megan Jones' success had created greater publicity. Increase in interest and enthusiasm apparent in this discipline with many new entrants.

British Open ESP : was a great success, held at what is considered by many to be the best ground in the country. Feedback was positive and event had good social media coverage. Meridian and Central TV expressed interest in covering finals / winners.

Game Fair : de-brief meeting scheduled for next week. Discussion in relation to our role and the most popular retweets, good classroom initiative but not supported well by TGF team. NF confirmed good relationship with Regina (ex IPC) who has joined since the Game Fair.

Pull! Publishing contract: 5 companies pitched and getting down to identifying the preferred bidder. Angie to provide more detail in the meeting.

Commonwealth Games selections – nominees have been agreed and put forward to ETSF for onward submission to Commonwealth Games England. Discussion about funding and length of stay prior to competition in relation to jet lag. NF commented that he had developed a strategy for Team GB prior to the Sydney 2000 Olympics when the Holding Camp was in Gold Coast so this could be drawn upon. CGE will announce the team and no one can consider themselves selected until the public announcement at a date tbc.

TRB asked that NF chase the CGE Chairman for amendment to their website in relation to the incorrect reference to British Shooting being the NGB for the CG England team, with the suggestion that ETSF is bypassed on the matter.

2022 Commonwealth Games – very disappointing that only Birmingham made a bid, and that shooting has not been included. Representations are ongoing.

British Shooting : Grand Final this coming weekend – JO attending.

Scores Working Group : Discussion whether a 1<sup>st</sup> letter should be sent out, asking why the card was not handed in, ahead of sanctions have been agreed. Sub-Committee need to escalate the process. SO will wait for new rules to be in place before implementing. All agreed.

Governance : The Sport & Recreation Alliance runs a series of Director workshops which are very informative. Directors asked to inform NF if they wish to attend any. It was noted there is nothing in our Constitution which sets out requirements, knowledge and skills, to be an effective Director. Discussion followed on the benefits of seeking high quality directors matched to specific criteria against the perception of unwanted candidates being discounted.

2018 will be the Association's 90<sup>th</sup> Anniversary : Angie considering various ideas. Also the 30<sup>th</sup> anniversary of Pull magazine.

## **MANAGEMENT TEAM REPORTS:**

### **FINANCE / OPS**

Connie advised the Board there was a surplus of £2,300 for the Championships and a surplus of £200 for the World Sporting event. TRB asked whether the information should be published. CS felt that transparency and being open was preferable. Angie commented she wasn't sure about finances being placed in Pull magazine, as the readers wanted items of shooting interest not business. All agreed that Connie and Angie would work together to create a document with relevant wording and figures.

SO informed the Board that British Shooting Safeguarding had updated their Adult and Child Risk Policy, and confirmed that DBS certificates are transferable.

DR raised concern over papers in office, and potential loss from fire. Connie confirmed they were accounts papers, that there were electronic versions on the system, but that HMRC require us to keep paper copies for 7 years.

### **COMMERCIAL**

Angie confirmed the person providing cover for Bobby was performing well. The staff knew her from when she carried out a member retention survey.

With regard to the Awards, nominations currently stand at 193, which is an increase from last year. There are fewer nominations for Volunteer of the Year and Angie requested that Directors encourage members to consider this category.

A second series of "How to Hit" is being planned. We are looking at dates and hope to get this underway by the end of the year.

Angie is planning and considering ideas for the 90<sup>th</sup> anniversary (as well as the 30<sup>th</sup> anniversary for Pull magazine).

Pull tender:

TRB wished it to be recorded that Angie has done an excellent job in relation to the tender process, and acknowledged the hard work that particularly she, also Jack and NF, had invested in task.

## **NATIONAL DEVELOPMENT**

Richard gave confirmation that Browning will be headline sponsors for next year's Premier League event.

Conversation then followed in relation to Doctors charging members for a GP licensing letter. All thought that GPs should not charge for this service. It was felt that the Government brought in this regulation too quickly, without proper consultation. It was suggested that Laura research the point. All agreed that if any member made a query on whether to pay for a GP letter, the response should be to refer them to Richard, and where necessary he will refer the matter to Laura.

Conversation in relation to public access onto Ground sites, the use of spotters and how Grounds implement a safe system whilst the public are on site. There is no written procedure, and Grounds affected by this have their own system for managing it. The Board queried whether this was sufficient, and whether specific systems should be in place across the board.

Majority agreed that Richard should create a written procedure in relation to spotters.

## **IT DEVELOPMENT**

Peter is still working with the website developers. They tested the site in September, and gave feedback last week. There should be a new version the week after next. No completion date available. Contact and development ongoing.

CS had monitored the social media. He was concerned that Megan Jones' victory was a headline feature, but was superseded within 24 hours by other features, such as fixture changes. CS felt that bigger news items should remain headline articles for longer. Peter confirmed this will be the case once the new website is up and running.

Jack will receive news feeds and decide articles in order of importance or relevance.

## **CORRESPONDENCE**

None.

## **AOB**

General discussion in relation to Referees, and also whether ABT system should change. It was suggested that 100 straight through could be tiring, and that Grounds could introduce 50-break-50 as an alternative. Board was asked to consider whether ordinary shoots, county and inter-county shoots could be run as straight through, but that English, British and National would not run that way. This would not affect anything above regional level which would stay as 4

rounds of 25. Proposed to be effective from 1<sup>st</sup> January. SO agreed to draft an announcement.

Proposed by CS, seconded by JO - majority were in favour.

Discussion took place over whether a shooter should have to choose between class or category when entering a Registered competition. All agreed that high gun should be awarded regardless of class or category and the Board then decided that prize fund payouts should be made in class only. Proposed by WAH, seconded by RK in principle. SO to draft wording and send to Directors for comments/approval. Any sponsored prizes could be paid or given in category if desired.

RK informed the Board of two incidents where vehicles had been stopped, and were not allowed to continue until armed response vehicles had attended.

NH raised concerns from Eric Reed, an SCTA member, who has complained of recoil from a crossover stock. He has problems with vision, and is using a sight aid. NH asked if this was considered a disability issue. All agreed they needed more information, and that a decision would be made by email rather than wait for the next meeting.

**NEXT MEETING:**

WEDNESDAY 6<sup>TH</sup> DECEMBER 2017

At

Edmonton House, Bisley, National Shooting Centre,  
Brookwood, Woking, Surrey GU24 0NP

\*\*\*\*\*