

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

Held at The Belfry Hotel, Sutton Coldfield

On Saturday 1st February 2020

PRESENT:

Dr J Martin	(JM)	East Midlands Regional Director – Chairman
Mrs N Heron	(NH)	National Director
Mr P Saich	(PS)	South East Regional Director
Mr C Smith	(CS)	National Director
Mr D Rollason	(DR)	Independent Director
Mr M Machin	(MM)	West Midlands Director (Co-opted)
Mr B Moorhead	(BM)	Independent Director
Ms M Conway	(MC)	National Director
Mr I Parker	(IP)	Chief Executive
Mr S Oldman	(SO)	Operations Manager
Mrs L Vallance		Minutes Secretary

APOLOGIES: Mr W A Heeks- North Regional Director- Vice Chairman
Mr R Faulds – South West Regional Director

QUORUM: A quorum was declared present

CONFLICT OF INTEREST RE AGENDA: None

MINUTES OF LAST MEETING:

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

MATTERS ARISING:

External Consultancy- membership decline:

At the previous meeting it was agreed to investigate engaging an external consultancy to help with the membership decline. IP reported that he has set up meetings with 2 companies for this month where they will come and present their ideas.

IP to provide a list of potential outcomes and costs by the next board meeting.

Director Attendance- Final DTL & ESK:JM – CPSA staff have asked for a Director to be present at the final selection shoots in case of any discrepancies. Therefore 2 volunteers are required for the Finals.

DTL 17th May- CS unable

ESK 13th/14th June- MC & NH unable

JM – Board members to check diaries and confirm availability

ACTION LOG

Scholarship/Charity:

IP to remove Scholarship/Charity to be removed from Action log.

New Director GDPR Training:

MM completed

IP to Check with RF if completed

Directors email account issue:

PS stated his email now works on works computer and phone, but not on his iPad
BM stated his worked for a day, but he still has issues.

Shot-ball testing:

JM- nothing has been carried out yet

IP- no testing has been carried out due to the ongoing lead/steel discussions.

Name Change:

Previous meeting discussed change of name to remove “pigeon”

CS reported everyone he has spoken to is supportive of a name change.

JM reported speaking to 3 AGM’s and they were also in agreement.

NH- it’s all regional and discipline dependent If you’re a Trap shooter they don’t mind, if you’re a sporting shooter they like the word pigeon in it.

JM- so that is ongoing

Consider an article for Pull! re noise complaints:

NH questioned the requirement to do this?

MM said it could be counter-productive to put something in Pull!

DR thought it was to inform individuals that their first step was to phone head office before any other action.

IP said an email does go out to the grounds and it is on the web site as a reminder to the grounds to be aware of noise.

SO to remove this from the action log

Visit to mid wales SG re noise issues:

A visit to Mid Wales SG is planned for 8 Feb 20

NH asked why visiting if ground is closing down. JM said it was more of a fact-finding visit.

MM & JM to visit Mid Wales SG on Sat 8th Feb

UPDATE BY CEO

IP briefed on the financial audit and stated all went well. He advised Jeremy Beard will go through it in detail later.

The surplus was originally thought to be £9K however subsequently this has changed to £27K.

Colt Initiative:

The scholarship has been renamed and reformed to the Colt Initiative and the feedback is very positive. This year, the target is to support 3 or 4 Colts, The CPSA are looking for Colts, boys or girls, that have shot before but are not necessarily the best shooters. This will be a positive advert for the CPSA brand. Colts will promote a softer story for the sport and there is also the potential that they could go on to be Olympic or European Champions. Everyone benefits from this and the positive branding is great for the sport and the CPSA. The Colts will benefit from having support for their talent as well as financial support. It also showcases the grounds. In the future it could go on beyond sporting. The sponsors have all been positive and are willing to support the Initiative as there is large potential for growth.

Membership Growth Initiative

Some of the new CPSA initiatives have been successful and the plan is to will keep doing them to stabilise memberships first before finding new ways to attract members. 1/3rd of members shoot registered shoots and therefore need to be a member. The other 2/3rds of members are pay and play so are the ones that are a risk of leaving. Why don't they shoot registered shoots? and how do we make it more accessible?

Google AdWords has been working well and is growing. It reaches people who are not members or shooters, whereas those that read Pull! are already shooters. It is successful therefore worth continuous investment. It was also stated that 'Reminder emails' and calls for renewal of memberships do work.

NH Identified that the CPSA comes up 4th on Google at the moment.

IP explained it may be because other companies pay for key words and buy their place.

Competitions:

WESP is now 85% sold, WSTP sold out with a long-reserve list to cater for any cancellations.

WDTL is not sold out. This could be down to the length of the competition.

IP will monitor competition attendance and provide financial details by the next board meeting.

Championships and other Worlds are looking financially healthy in terms of sponsorship along with the income from people booking on. Not a lot of surplus but it will be a healthy Championships for the CPSA.

Lead Cartridge:

IP read out the message, that the Game Associations are to put out a statement that they intend to voluntarily move to lead alternatives. The formal release date of the message has been delayed until the 24th Feb.

IP said that the CPSA will put a message out on their website saying, that although the CPSA are aware of the initiative and understand it from a game shooting perspective, the CPSA can confirm to members that they will not be moving away from lead.

Directors' Report and Financial Statements:

Jeremy Beard (by Phone) talked through the financial statements with the Board.

Jeremy concluded that the CPSA are in good shape and asked if the Directors were happy to sign the accounts today and send back to him. He has identified some typos and will deal with them separately.

IP said they would have to send the accounts to WAH to get signed
Jeremy asked that the letter of representation be left undated as that will need to be dated the same day as his report.

DR stated that Jeremy would like the CPSA to become VAT registered and what is IPs view. IP suggested that it would be very problematic for the CPSA, and if not legally obligated to do so, there would be no point.

OPERATIONS MANAGER

Major Championships:

Numbers for the Championships are still increasing but we need to bear in mind some only opened for entries today.

Directors' Attendance Rota changes.

18-19 April EO UTR- NCSC- NH no hotel needed

25-26 April EO OTR- NCSC- NH not PS

13-17 May EOESP

16-17 May 3rd DTL Selection Northampton- only needed on 17th. DR pencilled in

13-14 June 3rd ESK Selection- NCSC- PS no hotel needed

8-14 June WESP- EJ Churchill- JM, IP to talk to WAH

27-28 June EOABT- East Yorkshire - MM

4-5 July A/R EO & BO- Brook Bank- MM & JM to talk and let SO know

5-11 July WDTL- Bywell - JM, IP to talk to WAH

8-9 August HIOSK Doveridge – JM & MM

AGM- Proxy Voting Process:

Civica Election Services have requested a change of agenda order, to have more time to load and count proxy votes.
All agreed no problem.

England Team Manager Appointments:

JM- We have 3 requests, one per Team. No-one for FITASC

OT- Gary McCann

ESP- Richard Hunter

OSK- Dorothy Bird

FITASC Sporting- No-one applied

To extend the FITASC deadline for applications and to notify OT, ESP, OSK Team managers of success.

Independent Director Appointment:

JM proposed that BM should be offered another term. NH Seconded. All agreed
BM accepted.

AOB

NH- Looks like the shooting side of the Commonwealth Games will be held in India.

CPSA need to decide selection procedure so that it is in place for 2022.

MC suggests sticking with the selection procedure as it is, as it was well received last time and it worked.

JM- Asked what the timescale was to approve a draft document.

NH- There is a need to select by 2021.

JM- Stated that there would be a copy from last time to work on.

MC- SO stated there is a procedure document which can be produced for the next meeting.

JM asked if the selection procedure document can be circulated before the meeting, so can concentrate discussion on what needs changing if anything.

NH suggested that IP ask the ECTSF what they want CPSA to do.

AOB

DR- Jaguar Land Rover are quite keen on sponsorship of young individuals so might be an avenue to explore. IP- met with their marketing guy a couple of times but he moved to Rolls Royce but has had communication with the new lady.

PS- At a county AGM it was brought up that a Colts team was submitted at the National Intercounties Skeet, they won and there weren't any badges or trophies. JM explained it was because there are no Category at National Intercounties for Colts. PS asked if this is something the CPSA can consider. CS- not enough of them

NH suggested the CPSA have a non-discipline/non-year Colt badge to present at these competitions

JM- to add to matters arising and make decision at next board meeting and ask Claire for cost

MC brought up the continuing complaints from the skeet community to not be allowed to select which category they're entering in. MM-at last meeting it was said to let it roll for 2 years

SO- reluctant to change anything now because the process had already started for this year.
IP- it was suggested the CPSA would review it in 2 years' time not change it
MC- shooters feel they are not being listened to
PS- to stick with it. CS- should have changed straight away but should not change this year.
NH- not to go back on decision, must go forward. MM- No change this year. DR- no change
this year but reasonable to set up a committee. JM- Thanked DR for offering! BM- feels it
deserves further examination

**** Meeting Closed 3.16pm ****

NEXT MEETING DATE:

Saturday 21st March at Chesford Grange Hotel, Kenilworth