



The future of our sport

DRAFT BOARD MEETING MINUTES
of the meeting of the
CPSA BOARD OF DIRECTORS
held at
Edmonton House, Bisley Camp, Brookwood,
Woking, Surrey. GU24 0NP
on
12th September 2006

Present:	Mr T W D Blaney	Chairman/National Director
	Mr P J Boakes	Chief Executive Officer
	Mr N T Bough	National Director
	Mr B D Curtis	Regional Director – East Midlands
	Mr W A Heeks	Vice Chairman/Regional Director – North
	Mr A J Kirkland	Regional Director – West Midlands
Guests:	Mr John G Perry	Operations Manager
	Mr Brian Yates*	Accountant

Minutes

Secretary: Miss Penny Lewis

**Attended for the appropriate part of the meeting only*

TWDB welcomed everyone to the meeting.

5568 APOLOGIES FOR ABSENCE

Mrs Tracey Meston – Regional Director – South East. TM is attending a Level Two Coaching Course.

5569 MINUTES OF MEETING HELD ON 6TH JUNE, 2006

(5556) (Matters Arising): AJK requested the Minutes be amended to read "AJK had been advised that Yeaveley Ground's affiliation had expired on 31st March". This done, adoption of the Minutes was proposed by PJB and seconded by BDC.

5570 MATTERS ARISING

- a) (5559e) (World Sporting Championship): NTB enquired the final number of potential entrants placed on the waiting list. PJB confirmed this as 15.
- b) (5561c) (Commonwealth Games Medallists' awards): WAH advised that during a visit to Coventry Silvercraft, he had been asked what was to be put on the mementos. PJB confirmed he had already spoken to Andy Oakley regarding this matter, so was surprised to learn that there was still a query.
- c) (5561a) (Shooting by Non-members): To ensure that the two clubs contacted by the CEO were complying with the rules regarding non-members shooting in registered events it was suggested a further visit be made. AJK volunteered to visit along with WAH.

ACTION: AJK & WAH

- d) (5565c) (Shop Franchising): BDC enquired if any progress had been made. WAH produced some unofficial badges that had been produced by Coventry Silvercraft and asked if these could be taken to events for sale with the proceeds going to pay Coventry Silvercraft for their costs and the balance going to CPSA funds. WAH also indicated that Coventry Silvercraft might be interested in managing the CPSA Franchising Programme for both items that they produce and other items. TWDB agreed to speak to Andy Oakley and establish the extent of his interests.

ACTION: TWDB

We still await a proposal from Terry Jervis, following his visit to HQ.

ACTION: TWDB

5571 ITEMS FOR ANY OTHER BUSINESS

- a) Insurance

CHAIRMANS OPENING COMMENTS

In response to an Agenda Item proposed by NTB, TWDB advised The Board that he believed that it was appropriate to address the matter at this stage of the Board Meeting.

NTB has raised the matter of the duration of Board Meetings on two occasions, expressing the opinion that, as he devotes a whole day to attending Bisley, he believes that rest of The Board should be prepared to do likewise and that Board Meetings should be scheduled to last for a working day.

TWDB advised that Board Meetings are not a social gathering but a forum for discussion of policy and direction matters which are announced in advance via the agenda and where possible supported by appropriate paperwork, all submitted in advance of the actual meeting, thereby providing adequate time for consideration and deliberation. The agenda subjects are allocated timings to ensure that there is adequate time for appropriate discussion and decision.

It was the consensus of the other Board Members present that we would not prolong Board Meetings to fit the time available, but continue with the current well managed agenda and timings.

ACTION: ALL

5572 CHIEF EXECUTIVE'S REPORT

HQ Staff Changes and Administrative Issues:

- a) We have been experiencing adverse reaction from Members with regard to errors in respect of Scores and Fixtures. There had clearly been in house administrative errors and Management acknowledge the need for a major recovery of

confidence. It is expected that there will be further mistakes identified as a result of prior staffing errors. These are to be investigated and resolved as a priority by Grant Dorrall.

- b) PJB advised that Kelly Roberts and Lynne Fearn had left with two new staff members, Lynn and Clare, just commencing their careers with the CPSA. PJB explained that the job of Scores and Fixtures would be split with both staff members learning each others duties and responsibilities to provide cover for each other's absences.
- c) JGP requested that all Board Members advise their Regional Committees that action regarding the administrative errors is being taken by HQ.

ACTION: ALL BOARD MEMBERS

- d) The CPSA Web Site is to be updated as a priority with details of the new recruits, (photos and pocket cv's). All missing pocket cv's also to be addressed.

ACTION: JGP

- e) BICTSF have taken back responsibility for their admin work.
- f) Paul Rendell will now only deal with Communications.
- g) Bobby Watkins had carried out most of his previously planned visits and all future visits will now be for recruiting purposes. His activities will now be directly managed by PJB.

ACTION: PJB

- h) Having lost five staff members in the last few months (almost 40%) it had been quite a traumatic time for HQ. It is intended to use the quieter period between the shooting season, to plan and reorganise.

ACTION: PJB

- i) It had been reported that a competitor shooting at a BICTSF event was placed in the wrong class thereby losing out on winning his class and a number of prizes. It was considered that he could have a strong case for compensation and if so, this could open the floodgates if other errors occurred. Malcolm Martin has been consulted to establish our level of vulnerability.

ACTION: PJB

- j) The Shoot Programme software is out of date and needs updating. PJB had obtained a quotation of £32K. WAH proposed that the funds should be taken from reserves. PJB advised he will seek additional quotations. It was generally agreed that we need to give priority to resolving the problems.

ACTION: PJB

- k) TWDB conveyed TM's concerns that details of staff changes are not being communicated to The Board in a timely manner. TWDB agreed that an e-mail notification should be circulated when staff changes occur. PJB agreed to send out a new list of staff direct dial numbers.

ACTION: PJB

- l) Details of HQ staff changes needs to be included on our web site as a priority, (photographs and profiles – including those profiles that have been outstanding for a while).

ACTION: JGP

2012 Olympics Venue:

PJB advised that the meeting incorporating an official tour of the Woolwich Arsenal and Dartford facilities has been cancelled and is to be rescheduled. The Board will be informed of the new date and the results of the visit in due course.

ACTION: PJB

GBTSF CSF ED 2007 Teams:

PJB asked if a team should be entered for this event to be held in Jersey. NTB proposed that 18 team members (plus the Manager) should be funded. The degree of funding will be discussed once more details are known. There was a favourable majority.

ACTION: PJB

5573 FINANCIAL UPDATE

- a) Brian Yates advised a large deficit of £47K for July; partly caused by memberships not being processed until August because of staff holidays. He advised that the August figures would offset this by around £10K. The balance of the shortfall is due to the lack of growth in Clubman Membership. BY advised that the year end would probably still show a small operating surplus.
- b) Discussion took place regarding the vehicle obtained from Mitsubishi which the CPSA hope to keep for three years. JGP advised that he was to meet with Mitsubishi shortly. AJK suggested that we consider getting some magnetic livery which would be inexpensive and would be usable in the event that there was a turnover of vehicles initiated by Mitsubishi.
- c) The ratio of Clubman to Full Membership is critical and will need careful consideration when preparing the next year's budget. Similarly we will need to budget for the affects of staff holidays on processing Membership or introduce multi-tasking to prevent such affects.

ACTION: PJB/BY

- d) BDC queried some of the expenses recorded in the accounts which PJB and BY answered to everyone's satisfaction. BY was thanked for his contribution and excused from the meeting.

Non-Members Participating in Registered Events:

- a) JGP reported the situation was now much improved but could not give exact details. Feedback on the Day Pass system was mainly positive.
- b). NTB advised that he had attended an event where none of the referees had been wearing safety glasses. JGP requested that if this occurs, that HQ be formally informed as a priority so that appropriate action might be taken. PJB reminded all Directors that they must be seen to be ensuring that all rules are strictly adhered to when attending any event. PJB also reminded all Directors that they are always representing the CPSA in an official capacity.

ACTION: ALL

Misplaced Score Cards/Sporting Discipline Advisory Panel Feedback:

- a) JGP outlined the Panel's report with recommendations.
- b) On a not directly related point, WAH commented that he had asked if the British Sporting could be used as a Selection Shoot for next year. This was not commented on in the Discipline Advisory Panels feedback. JGP agreed to follow up and revert on this proposal.

ACTION: JGP

- c) Various solutions were discussed for the non-return of Score Cards with a recommendation that the CPSA Shoot software Programme be used with names being logged when competitors enter. It is recognised that this approach relies heavily on the support and conformity of the Ground Owners. After discussion it was agreed that this was probably the best way forward with initial penalties being in the form of "name and shame" in PULL! being introduced for those not adhering to the rule.

- d) It was accepted that the problem would unlikely be solved entirely but at least it would show members that HQ were determined to address the situation. It was unanimously agreed to give this solution a try. It was also agreed that suggestions for Rules and Referees would be discussed and brought back to another meeting.

ACTION: JGP

Recognition for Commonwealth Games Medallists:

TWDB reconfirmed the mementos were on order and all the medallists had accepted the invitation to attend a celebration dinner in London towards the end of October.

ACTION: TWDB

Championship Structure:

It was generally accepted that we need to modify the structure of our major events to ensure that we can accommodate the requirements of our Members in respect of availability of places and earlier conclusions to shoot offs and prize-giving ceremonies. We will add this subject to the agenda of the Regional Ground Owner Meetings and the Regional and National AGM's with a view to developing the alternative structures in time for the 2007 Championships.

ACTION: PJB

Super Veterans – English Sporting:

A formal communication has been received from Joe Cantey et al, asking for the CPSA to reconsider the previously rejected concept of adding a Super Veterans Class to specific Championships. Following further discussion, it was proposed by BDC and seconded by NTB that we make the change from 2008. There was a majority in favour and it was agreed that PJB would respond favourably to Joe Cantey and take appropriate action to make the agreed change.

ACTION: PJB

Regional Field Sports Centre:

A letter was received from Mr S Owen, addressed to TWDB, who wanted CPSA support to create a Field Sports Centre in the North of England. It was considered that this was more for the other shooting sports than for Clay Target Shooting. TWDB agreed to respond to the overture and to formally decline any involvement.

ACTION: TWDB

DTL England Manager:

NTB stated his concern regarding John Stevenson's recommendations in his letter of resignation. PJB confirmed that no disciplinary action was to take place over the reported incident. Discussion followed on whether John Stevenson should be allowed to continue as Team Manager, (he had since requested that he be permitted to withdraw his resignation). NTB proposed that his resignation be accepted but that we advise we will accept an application from him when the position for Team Manager is advertised. This was unanimously carried and PJB agreed to respond accordingly.

ACTION: PJB

Safety Rules re Misfire:

A letter has been received from John Wroughton of Kegworth Shooting Ground, with specific proposals. It was agreed that the recommendations will be referred to the Safety Sub-Committee for consideration/action.

ACTION: JGP

Rule Book Omission:

NTB advised that he had sent an e-mail to Grant Dorrall in September regarding Minute item 5469.2 (trap breakdowns), asking when the rule would be reinstated. NTB requested that

the action be taken and that he receive confirmation of when it has been so actioned.

ACTION: JGP

Website Posting of Minutes:

NTB advised that he did not consider that the Board Minutes should appear on the website until they had been agreed and signed at the following Board Meeting. TWDB/PJB advised that in the interests of providing timely information to those Members who wish to review the Minutes, we post them as Draft Minutes at the earliest opportunity. The remainder of The Board present, agreed to continue with the current approach.

ACTION: TWDB

Championship Events Review:

a) **Home International DTL & British Open:**

WAH considered that the entries for the British Open DTL needed to be restricted to reflect the number of layouts available. WAH felt the DTL team did not work together. There was a major problem at the Home International which apparently resulted in a degree of upset to some of the competitors. Apart from these points WAH felt it was a good event.

b) **English GP OSK Championship:**

JGP felt this was a tremendous success and commented that it was great to see so many Juniors in attendance along with their parents.

c) **CLA Game Fair:**

The CPSA "Have a Go" stand could have done with more space in view of the popularity, (all of the Have a Go stands were very popular). Bobby Watkins had taken the exhibition trailer and positioned it alongside the CPSA Have a Go area. The CPSA looked very professional on the shooting line.

A TV crew from Horse & Country, (a relatively new satellite tv broadcasting company), conducted an interview with TWDB for later broadcasting.

TWDB commented that the official CPSA booth was less impressive than intended due to lack of allocated space and therefore limited display area. It was reported that this was an error on the part of the event organisers, (a lesson to be learned for future events).

d) **English & British Open Handicap by Distance:**

BDC felt this was a very well run event.

e) **British Open Skeet:**

TWDB reported that this was a very well run event, although in view of the numerous shoot offs the proceedings ran on far too long in the opinion of those Members who remained through to the end as well as the Ground Management. Southern Counties is a most impressive facility but is clearly not the preferred choice for Skeet Shooters for their Championships.

f) **Home International OSK:**

JGP reported that England won by 51 targets. It was very muddy because of the inclement weather and some of the trophies were missing. Ray Dixson had recommended that the ground should not be used in future.

g) **British Open ESP:**

AJK reported that the venue and targets were generally excellent. Saturday however when the weather changed really did affect the difficulty factor of the targets on some stands.

AJK felt that thanks should go to Grant Dorrall, Bobby Watkins the whole ground staff for all their hard work and to Marion Voller for her hard work at the weekend. David & Sue Bontoft along with Mike Haw of Hull Cartridges advised that they are happy to discuss a new sponsorship deal.

ACTION: PJB

Discussion followed on allowing previous winners to take part in the final. It was agreed to continue with this format as it ensures that our top Sporting shooters will be present at this showpiece event.

h) **Home International OT:**

The CPSA official presence was the Team Manager John Heading. A letter had been sent by Ian Peel who expressed the opinion that he felt the manager looked "the odd one out" as he did not have the England blazer badge and tie. However there is no badge with "Team Manager" written upon it and it was agreed that a badge should not be provided. The Team Manager will be accordingly informed.

ACTION: PJB

i) **European DTL:**

WAH felt this was an excellent event held at a perfect venue.

j) **Home International ESK:**

Another excellently run event but there were concerns about the day running late.

k) **Home International ESP:**

WAH reported a well run event at Brondai. Unfortunately there were problems with the banquet and prize giving afterwards which went on very late.

l) **Home International ABT:**

TWDB advised that this was a very well run event at a most impressive and popular venue. It is evident that the Ground Owners have a passion for the sport.

m) **World ESP:**

Reports are that everyone who participated was well satisfied with the venue and the quality of the targets, (there was a significant delay on the Saturday morning that should have been better managed). A letter had been received from David Bontoft/Hull Cartridges regarding trap breakdowns, delays and communication.

There was also concern that Richard Faulds had been driving an Audi sponsored car when we have a sponsorship deal with Mitsubishi and this should not be allowed in future. Thanks were given to NTB for his report.

TWDB was concerned that none of the promised publicity had yet been seen and he would be mentioning this to Lord Normanton when he replied to his letter.

n) **English Open Skeet Doubles:**

BDC explained a problem where the trophies had been awarded incorrectly. Unfortunately he was unaware of this at the presentation. It was agreed that the five trophies should be recovered and re-presented. It was also agreed that as a goodwill gesture, free CPSA Membership should be offered to those who had received the trophies by mistake.

ACTION: PJB

PJB will talk with Reg Bates/Oxton Shooting Ground as they should have managed the awarding of trophies in accordance with the known CPSA rules.

ACTION: PJB

5575 COMMUNICATION

a) **South East Region:**

Nothing to report

b) **South West Region:**

Nothing to report

c) **East Midlands Region:**

BDC submitted a written report. The Regional Committee felt that their views and recommendations were not being heard by HQ and The Board. TWDB asked for details of the specific issues they referred to so that he could investigate and meet with the Committee. TWDB expressed regret that he will be in the USA and therefore unable to make their next meeting on 25th September, to which he had been invited.

BDC felt that the Ibstock Country Fair was very successful despite the weather and attendance not being as high as expected.

d) **West Midlands Region:**

Bobby Watkins had signed up several new members at Doveridge recently where people appreciated his attendance with the mobile unit. AJK thanked both him and Mrs Watkins for their hard work.

North Region:

No meeting had been held but WAH stated that the North Region Committee still wished to see a breakdown of Board Members' expenses.

ACTION: PJB

WAH asked for a letter to be sent to Mr Merrington thanking him for a trophy he had provided for the Juniors FITASC Home International. PJB agreed to do this.

ACTION: PJB

WAH explained a scenario which had taken place at the British Open Skeet in a shoot off between the Veterans when one team was incomplete. He felt the Association must be consistent in the rules as to whether incomplete teams should be allowed to shoot as this had not been allowed in a previous event. It was agreed to send this to the Rules & Referees Committee for clarification so the problem could be sorted out once and for all.

ACTION: JGP

5576 EXPANSION OF MEMBERSHIP

a) Statistics:

It is evident that we need to apply priority attention and resources to recruiting New Members.

Revised Membership Development Programme:

PJB had laid out some guidelines for this.

AJK advised that he had learned that Staffordshire Police had been including BASC literature when providing Shotgun Certificate Application Forms. AJK has asked whether other literature, (CPSA), could be given out to which the Staffordshire Constabulary were agreeable. AJK agreed to provide

appropriate CPSA literature to the Staffordshire Police HQ for distribution.

ACTION: AJK

It was suggested that perhaps Bobby Watkins could make contact with the Firearms Liaison Officer in each area to try and arrange this on a national scale. PJB agreed to share this knowledge at the next BSSC Meeting later in the week.

ACTION: PJB

5577 SPONSORSHIP

TWDB stated that there was nothing really to report. TM had put together a presentation and distributed same to a number of her contacts. At present there has been no feedback. Had we enjoyed significant publicity during and following the World Sporting Championship, we might have been able to use it as a demonstration of the benefits when talking with potential sponsors.

5578 PROTECT OUR SPORT

a) NATSS:

TWDB has recently met with John Jackman of the NRA who is still very interested in merging the three Governing Bodies of Target Shooting. The NRA have experienced a further unexpected impact on their finances due to the destruction of certain of the butts at Bisley. The NSRA are still experiencing financial difficulties. The cost of a Facilitator will need to be funded, equally by the three organisations as supplementary Government funding is felt to be highly unlikely. A decision regarding the Facilitator needs to be addressed when the NATSS Steering Group meet again in October.

b) Noise Pollution:

TWDB had made contact with the Atomic Weapons Establishment at Aldermaston to see if they knew of a UK organisation that could produce a system for noise reduction

instead of the previously discussed Italian proposition. No response had been received yet.

ACTION: TWDB

c) Coaching:

There have been some reported non-specific concerns expressed by a couple of members of the Coaching Sub-Committee. JGP as Chairman of that Sub-Committee is attempting to elicit specific details and will arrange for a meeting ahead of the scheduled Coaching Sub-Committee Meeting in October.

ACTION: JGP

5579 ANY OTHER BUSINESS

- a) TWDB asked whether we had formally confirmed our support for the concept proposed by Perkins Slade. PJB confirmed this has been done and we now await a progress report from Perkins Slade.
- b) BDC gave his apologies in advance that he would be unable to attend the next meeting.
- c) PJB advised that Mr Peter Dyke had passed away – KJN would represent the Board at the forthcoming funeral.
- d) A reminder was given that nominations will be required shortly for anyone wishing to stand as a Director next year. PJB confirmed that an announcement in this regard has been included in the next issue of Pull Magazine.

There being no other business the meeting closed at 2.30 p.m.

DATE OF NEXT MEETINGS:

31 st	12 th
October	December