

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

**held at Edmonton House, Bisley Camp, Brookwood,
Woking, Surrey, GU24 0NP**

on Tuesday the 21st of October 2008 at 09:00am

PRESENT:

Mr TR Bobbett	Chairman / National Director
Mr WA Heeks	Vice Chairman / Regional Director - North
Mr PJ Boakes	Chief Executive Officer
Mr BD Curtis	Regional Director – East Midlands
Mr C Fielding	Regional Director – West Midlands
Ms N Heron	Regional Director – South East
Mr KJ Newton	Regional Director – South West
Mr TWD Blaney	National Director
Mr K Walsh	National Director

GUESTS: (attended part of the meeting)

Ms C Pierre	Accountant
Mr S Oldman	Operations Manager
Ms J Andrews	Commercial Manager
Mr P Rendell	Ground Support and Development Manager

MINUTES SECRETARY:

Miss KJ Boazman

1. APOLOGIES

None.

Chris McVerry would not be present to participate in the Management Reports but Paul Rendell will attend in his place.

2. MINUTES OF MEETING HELD ON 08th JULY

The minutes of the previous meeting were agreed to be an accurate record of the discussions held.

Proposed: KW

Seconded: WAH

Agreed: unanimous

3. MATTERS ARISING

a) BDC clarified that he is not against data from Shoot08 being used as described in the previous minutes but felt that an approach to HQ should have been done in advance of David Christiansen's interesting adaptations. DC is now in discussion with Grant Dorrall about the benefits his program offers to members. PJB explained that Peter Tomlin will be able to make simple and effective changes once he has settled into his new role.

TRB asked the Board for any points to add to AOB. The following were added:
Honesberie (TRB)
Engraving (PJB)
Westfield, South West (PJB / TRB)

4. CHIEF EXECUTIVE'S REPORT

a) PJB reported that the new Operations Manager, Stuart Oldman, is doing very well and will present to the Board later in the meeting. Peter Tomlin, who will be taking over from Grant Dorrall as the new Championships and Classifications Co-ordinator, will work with GMD at HQ during November to deal with the Classification process and completely take over as of 1st December. PJB feels very positive about the new line-up of the HQ Team.

An F&GP Meeting will be held after this Board meeting and the attendees are PJB, KJN, TRB and WAH.

b) PJB has started to complete the information requested by Sport England and has handed it over to John Jackman. He included in the Board Pack details of how the CPSA is regarded by Sport England, as a National Governing Body, and highlighted the fact that there are a number of requirements the Association does not currently meet. He suggested that this matter would need to be discussed by the Board, particularly with regard to topic subjects, policy and direction, and eventually form a strategic plan. PJB also explained that the reason for Chris McVerry's absence from the meeting was that he is currently negotiating the 'final tweaks' to the joint submission to Sport England and revising the bid. PJB or John Perry will circulate the final submission to the Board via email.

ACTION: PJB / John Perry

c) PJB explained that British Shooting is regarded by UK Sport as an 'at risk sport'. There is a risk that, in the worst case scenario, funding for British Shooting will be reduced to 15% of the original funding amount over the next four years. This could have massively negative implications for British Shooting, for instance it would be impossible to employ a Performance Director (an issue that PJB has raised with UK Sport). Representatives for British Shooting, including CPSA, are composing a response to this and PJB reported that permission has already been given for the relevant organisations to review their whole structure (eg. Board, personnel etc.) with help from UK Sport. PJB also informed the Board that there are currently 47 people on World Class funding, which will need to be reduced in order to focus spending on individuals to push them further in the sport.

d) PJB circulated details of the proposed dates for the 2009 Board Meetings and requested that Board members inform him as soon as possible of dates they are unable to attend.

ACTION: BOARD MEMBERS

5. MANAGEMENT TEAM UPDATES

a) Finance – Connie Pierre

- i) CP confirmed that the accounts for July, August and September are complete and have been circulated to the Board. No queries were raised at this time.
- ii) As explained at the previous meeting, there are currently too many nominal codes. CP's new system, with approximately 105 nominal headings, will go live on the 1st of December. The new system will be far simpler, much more efficient

and will make reporting easier. There will training on SAGE in mid-November to ensure the whole HQ Team understands and can use the system. CP offered to circulate a list of the new nominal codes to anyone who required it.

- iii) CP had included a copy of the proposed budgets in the Board Pack, including predictions for Year End 2009 based on current membership. CP explained that the figure for salaries had not increased as the previous accountant had quite seriously over-budgeted for salaries in last year's budget. Final figures with regard to salaries and raises would be discussed at the FG+P meeting. There were, however, two areas of the budget that caused concern for the Board:

1. Deesons Publishers have reassessed their costs. They are currently (until April 2009) publishing Pull! Magazine at the contracted price and the CPSA pays for the distribution costs. However, due to disappointing revenue from advertising the CPSA will be required to contribute up to £5000 per month from May 2009 if Deeson's monthly advertising revenue falls below the £25K they require to continue publishing the magazine. NH felt very strongly that the CPSA should not be subsidising Deeson's advertising. TRB agreed and CF was also dubious about the proposed changes. KJN detailed his experiences when trying to place advertisements in Pull! and asked if the Board would consider perhaps an online version of Pull!, which may be cheaper. PJB said that this could be a possibility although research suggests that people still prefer a 'real' magazine. BDC, KW, PJB and CP all recognised that, while a rise in costs is never preferable, it is inevitable and the deal with Deeson is by far the best value and cheapest option. NH asked what negotiation took place with regard to the proposed increase. PJB explained that he had indeed negotiated the best deal possible for the CPSA: Deeson had wanted the Association to pay a fixed £5K per month, whereas it has been agreed that the Association will only pay up to £5K in the months where Deeson fall below their £25K target. TRB asked and PJB stated he had agreed to accept Deeson's word as to the amount of the shortfall in revenue each month. NH would not agree to this increase of the budget and suggested PJB should return to Deesons for further negotiation. It was generally felt by all that this would be of little benefit and, indeed, could be a risky move. WAH did not agree at all with the new expense. A vote was held to pass this increase up to a maximum of £5k per month if advertising revenue fell below £25k.

In favour: 7 Against: 2

2. Given the current economic climate, CP had drafted three budgets: one based on current membership fees and the current number of members (so, no change), which would give around £3K surplus at YE09; one based on a decrease in the number of members but with the same membership fee, giving a deficit of around £17K at YE09; one based on a decrease in the number of members but with a 3% rise in membership fees, which is still lower than the RPI, giving a surplus of around £24.5K at YE09. CP strongly advised the Board to consider the third option. KW felt that membership fees should be increased every year anyway, as all costs do. TRB stated small increments each year would be preferable to less frequent big rises in price. PJB encouraged the Board to consider the 'bigger picture': Sport England requires the Association to have provisions in place to grow and expand the sport. KJN noted that with inflation as it is, members may not be surprised by a rise in fees. WAH felt that it was not a good time to increase fees but recognised that if it had to be done then it should be. A decision from the Board was required as to whether or not to adopt the third budget option.

Proposed: PJB Seconded: KW

CF was against the idea and NH said she was “violently against any increase in membership under the current economic climate”. WAH abstained from the vote which was passed by a majority.

iv) NH requested a copy of the budgets for courses, which CP will forward via email.

ACTION: CP

b) Operations – Stuart Oldman

PJB introduced SO to the Board; he has been working at HQ since the 30th of September 2008. SO then gave the Board a brief description of his past roles and interests.

- i) One of SO's first tasks since joining CPSA has been to create a 'central library' by the end of the year to explain terms, acronyms, Standard Operating Procedures and so on. This will be of massive benefit to new joiners and will also assist existing employees in preparing handovers for periods of annual leave, cover for sickness etc. PJB added that, as 'an outsider', SO has a unique and valuable perspective on the CPSA and HQ. He will develop a clear structure chart and promote greater understanding for everyone.
- ii) SO will work very closely with the new Championships and Classifications Co-ordinator, Peter Tomlin, and will also be involved in the handover process between PT and GMD.
- iii) With regard to booking accommodation for Board members, SO invited the Board to contact him as soon as possible and he will do his best to assist as much as possible.
- iv) SO finished his presentation by inviting the Board to contact him at any time with suggestions, questions and thoughts. PJB later reiterated how keen SO is to 'rise to any challenge' and work closely with the Board.

c) Marketing – Jenny Andrews

JLA reported that there have been a large number of responses to the recent questionnaire in Pull!, which will run again in the next edition. The cost for September came in at just under £9K, including postage. JLA also mentioned the current deficit in advertising revenue, as explained earlier by CP.

- i) JLA explained that little or no profit was made at the recent Midlands Game Fair and asked the Board to consider just sending Bobby Watkins, with the trailer, next year as this would be cheaper for the Association. CF, who was present at the Game Fair, felt that it was important to have a presence and be able to answer questions directly. He did however observe that the same sorts of questions seem to arise and suggested that a Question and Answer section on the new website may be worth consideration. WAH felt that it was important for members of the CPSA to be seen on the shooting line and at gun-makers' row. It was agreed unanimously that the cost to CPSA for attending such events was worthwhile and therefore they will continue to attend but also consider sending Bobby Watkins as well.
- ii) JLA reported that CPSA events have been shown on Horse and Country TV and also the Country Channel, which have both been well received. 18 requests for the World Sporting DVD have been received and JA is enquiring into this.
- iii) The 80th Anniversary logo has proved very popular with both CPSA members and commercial contacts. It is only supposed to remain until May 2009, however JLA asked if the Board would consider keeping an adapted version of it for the long-term. CF and WAH have received feedback that due to the fact that it only displays the letters “C P S A”, some people will not know what it represents. This should be made

clearer on a future logo. It was agreed that JLA will look into the costs of adapting the logo and report back to the Board at the next meeting for further discussion.

ACTION: JLA

- iv) It has been a week since the email was circulated showing the early stages of the new website, which JLA is still working on. NH reported that she liked the overall look of it but that she had encountered some minor formatting issues when trying to access it on different computers. PJB suggested that there could be a Q+A section to address such 'technical' issues for future users but was reminded there were insufficient pages in the magazine to accommodate this idea. JLA explained that one advantage of the new website is that the Association will be in complete control of the content and amendments, which is not currently possible with Sport Focus. A letter had been sent out with regard to syndicated websites, to which 15 replies have already been received. JLA will update the Board with further developments in this area at a later stage. JLA also clarified that it would eventually be possible to include video clips on the new website.
- v) JLA explained that the CPSA is often invited to attend a variety of non-championship events, which is proving problematic both financially and in terms of resources. She proposed creating a calendar and requesting details of such events from all organisations early on in the year. The calendar will then allow advance scheduling and the Association can inform the various organisations if they can or cannot attend their events and show why. KW felt this would be a very effective system although considerable thought would need to be given to the phrasing of the request for information from the organisations, making it clear that the CPSA will not necessarily be able to attend, and therefore manage expectations. In general, Board members were all happy to attend non-championship events and/or involve their various regions. JLA will make progress on the above idea and update the Board further at a later date. NH stated she would endeavour to attend the Universities shoot at EJ Churchill now she was aware of it.

ACTION: JLA

d) Technical / Training – Paul Rendell (on behalf of Chris Mcverry)

- i) For some time, the technical group at HQ have been working very closely with the Military with regard to safety and tuition. The person now in charge of that area for the whole Army is a CPSA member and is working very closely with us. CMV is currently in discussions with the Army to increase the number of courses on offer and generally expand CPSA involvement in this domain. This is seen as a great opportunity to increase revenue and further the sport in a 'new' area.
- ii) In early September, PJR was invited to visit Northern Cyprus. Every year they run a 'sports grand prix', which includes clay shooting, and wanted CPSA input. PJR reported that the event was run fairly well but that generally standards and safety required much attention. PJR also visited four clubs, all of which were very nice. He observed that they are clearly keen to progress the sport and maintain interaction with the CPSA (there are currently 5 associate memberships and three more on the way). PJR explained that the Department sees vast opportunity to implement numerous safety courses and so on. PJB clarified that PJR's trip was completely funded by Northern Cyprus and that prior to attending, PJB had been in contact with Southern Cyprus who confirmed that they did not feel in any way 'snubbed' and indeed saw it as a very positive move.
- iii) Holland Arms SG in Wales is under threat from a noise abatement order. The CPSA, as a reasonable independent judge, was approached to run a safety audit, which took place on the 8th of October and was funded by the local council. The CPSA deemed that the Ground was not unsafe although neighbours continue to complain about the noise. The CPSA is no longer involved in the case.

- iv) Chris McVerry is attending a meeting with Active Dorset and County Sports Partnership (CSP) to gain information and build a relationship on behalf of the CPSA. PJB explained the relationship between Active Dorset, CSP and School Sports Partnerships (SSP) and told the Board that the aim is to include the CPSA in their activity. PJB added that the Academy has already been shown as a model for good practice for coaching and has generated considerable interest from these organisations. As a governing body, the CPSA should be involved in this kind of work. Furthermore, it could open up significant funding opportunities. PJB is feeling very positive about the progress being made in this domain.
- v) TRB asked if there was any update with regard to the Ground Classification system. PJB confirmed that this issue was ongoing and no conclusions have yet been reached. Mr M Williams had been doing ground audits but there was no formal template yet.
- vi) WAH explained that Coniston Shooting Ground requires somebody from Technical to visit for an 'upgrade'. PJB responded saying that the CPSA will gladly send someone once the ground submits an application form, as per the usual procedures.
- vii) WAH informed the Board that Nigel Hirst is making shooters sign a disclaimer before using his ground. CF, and other members of the Board, explained that while he does indeed have the right to do this, a disclaimer is meaningless if the ground itself is found to be negligent. There is therefore no need for the Board to intervene.
- viii) WAH also reported that no levy had been received from one particular ground all year and asked the Board for suggestions on possible actions he could take. Suggestions included no longer allocating events to that ground and/or taking the ground owner to a small claims court.

6. ICTSF – VENUE FOR WORLD SPORTING 2011

The Board needed to decide whether to submit a vote to ICTSF in favour of South Africa or New Zealand as the location for the ICTSF World Sporting in 2011.

- i) KW felt that SA would be a preferable choice as it is nearer than NZ and is therefore more accessible to UK shooters. He felt that SA would provide a better introduction to the concept of taking English Sporting to World Level.
- ii) NH had received similar feedback and added that SA also has the experience of hosting FITASC events. She would therefore be in favour of SA.
- iii) TWDB and TRB agreed that SA would be the best choice for the first time, but would certainly consider NZ for another time.
- iv) WAH felt that since attendance at past events in NZ was poor, SA would be the best choice.
- v) KJN was in favour of NZ as there are already plenty of events hosted in SA.
- vi) BDC felt that attendance outside of the Teams would be low regardless of the location (both SA and NZ are far away). He had received feedback that the politics of SA would be a concern. He therefore would prefer NZ.
- vii) CF and PJB were in favour of NZ.

Based on the above, PJB will submit the CPSA vote in favour of South Africa to ICTSF and update the Board accordingly. The deadline for votes is the 14th of November and there are currently 4 votes submitted.

ACTION: PJB

7. CPSA LOGO

The Board agreed that, as per the earlier discussion with JA, they will wait to see the proposed logos and make a decision at that stage.

8. FARRER'S EMAIL SUBMISSIONS – PROXY VOTES, ARTICLES...

An email from Farrer's has been circulated to the Board and outlined advice on suspension clauses, proxy voting and the length of the Chairman's tenure.

a) With regard to suspension clauses for members having their shotguns seized or revoked, KW called for the Board to recognise the difference between seizing shotguns, suspending and revoking licences. TRB saw the value in this but could not see a feasible way for the Board to establish criteria to recognise each case. PJB was in clear favour of adding a suspension clause to the CPSA Articles because, as per the advice from Farrer's, it could protect the Association if any claims are made by suspended members. It was generally agreed that if a case is brought to the Board's attention and if they can clearly establish what has happened, action should be taken; there is nothing the Board can do where cases cannot be verified or if there is considerable doubt. KW suggested that whatever policy is decided upon, it should not be too specific as it could prove to be more problematic. PJB agreed: the clause should be flexible in order to cover a variety of possible situations and allow the Board to employ it as necessary. NH felt that such a vague clause could be open to abuse and stated she was still totally opposed to any suspension clause. KW responded that it would be impractical to list every possible occasion where it may or may not apply. PJB added that no decision is ever taken without consultation with the CPSA honorary solicitor, Malcolm Martin, and there have been no problems so far (even where the Association has suspended or banned members in the past). CF felt that a suspension clause would be effective if incidents were dealt with on a case by case basis by the Board. PJB agreed but explained that the current CPSA disciplinary procedure does not allow for this. TRB therefore suggested that PJB return to Farrer's and ask them to draft a suspension clause, for discussion at the next Board meeting. It was agreed that this would be the best course of action at this stage. NH reiterated her total opposition to a suspension clause.

ACTION: PJB

b) The question of potentially restricting the number of proxy votes and perhaps banning open proxies was discussed at the previous meeting in relation to any potential attempts to 'ambush' an AGM. BDC indicated that the East Midlands committee are totally against a restriction on the number of proxy votes allowed.

With reference to the email from Farrer's, NH asked what the Board understood by "ballot". TRB clarified that a 'ballot' is a written vote as opposed to, say, a show of hands although PJB will verify this information with Farrer's. It was generally agreed that the information from Farrer's with regard to proxy voting required further clarification. PJB will action this and circulate the response to the Board in time for the information to be published in Pull! by the 15th of November.

ACTION: PJB

PJB proposed that the Board make some suggestions as to the changes Farrer's could make to the Articles concerning proxy voting, which he will request, the Board will then discuss and finally a decision can be made at the AGM. With regard to restricting the number of proxy votes, KJN suggested that 5 would be a suitable

number, NH did not think that you could at present restrict how many proxies were carried but if it was to be restricted then a much higher figure such as 20 plus would need to be considered bearing in mind that a considerable number of members are prevented from attending AGMs due to travel and may want their proxy carried. No figure was arrived at until further advice from Farrars was received. BDC would consider restrictions in the way proxies are accepted but not a restriction on the number allowed. CF suggested that including a proxy voting form in Pull! would provide every member with a way to vote and therefore there would be no need to restrict numbers as each person would have their own form, which would be the responsibility of the individual to submit.

NH suggested that there would be no need for open proxies if all voting was done by resolution at an AGM through ballots, to be detailed in Pull!, especially for Chairman and Vice Chairman. TWBD said that the new directors are not known until the morning of an AGM and therefore a resolution in Pull would not work. NH suggested that a newly appointed director was not likely to go for the Chairman's job immediately. The Board, except BDC, agreed that a ban on open proxies should be included in the Articles. PJB will contact Farrer's asking them to re-word the Articles to this effect.

ACTION: PJB

c) With regard to extending the Chairman's tenure to three years, TRB highlighted the problem with such a tenure would be that it did not cater for the current incumbent in that the timing might not synchronise with his/her three year term on The Board and could therefore be an issue. He also questioned whether a Chairman could serve a term, stand down and then return for a further term. PJB stated that this would need to be taken into account in the amended articles and would ask for further clarification from Farrer's.

ACTION: PJB

BDC and KW agreed that the Chairman's tenure should be extended to six years, or more precisely, two 3-year terms of office. NH and TRB disagreed. NH highlighted the importance of members electing a Chairman and being able to voice their opinions on a yearly basis. PJB gave the examples of British Shooting, NRA and NRSA, all of whom elect Chairmen for tenures of three years (NRA opting for two three year tenures maximum). KW observed that a three year period does seem to be 'the norm'. The majority of the Board agreed that the Chairman should be elected for a maximum of two terms of three years. PJB will therefore return to Farrer's and ask them to re-word the Articles accordingly, which will then be presented at the AGM.

ACTION: PJB

9. LIFE VICE PRESIDENT NOMINATIONS

A discussion was had regarding the above and two candidates were nominated. PJB will inform both people although they will not be officially presented until the AGM.

ACTION: PJB

10. NATSS

a) PJB reported that at the recent Steering Group meeting, a decision was made to use GBTSF as the vehicle for funding applications as opposed to British Shooting, which has proved too confusing.

TRB observed that NSRA seem doubtful as to whether NATSS will ever actually happen, which is concerning. NH added that NRA also seemed to be indecisive. PJB explained that both issues were discussed by their respective Boards and they are

now satisfied that both are in full support of the project and had sent letters of intent to PJB. The CPSA Board are considering the consultation project, which seems to have great potential. KW did note however that there are still many issues requiring resolution. TRB highlighted that it was impossible to make an informed decision until all the facts are established and there is something more 'solid' to support - or not. He did indicate though that careful consideration would eventually be necessary with regard to how to "sell" the concept to CPSA members if The Board believed such a move was in the best interests of the CPSA. TWDB concurred that there would be "a huge selling job to be done" adding that this should not be rushed and the right person should also be selected to do this. PJB has had similar discussions with John Jackman and Roger Mooreland, who should be able to assist with this if and when the time comes.

b) TWDB reported to the Board about the recent NATSS Finance meeting, explaining that NRSA and NRA were ill prepared and he therefore took up the bulk of the meeting explaining the project so far to them. Little headway was made with regard to a financial plan, although the issue of the NSRA was discussed to some extent. Roger Mooreland is going to draft some structured financial proposals for consideration at the next meeting.

11. REQUESTED AGENDA ITEMS

a) Corporate Membership (KW): Further to discussion at the previous meeting, KW included a draft proposal for Corporate Membership in the Board Pack, which detailed his suggestions and outlined a possible method for implementing them. Responses and comments were generally very positive, and included:

NH – agreed that it was an excellent idea.

PJB – HQ does have the possibility to store data electronically

PJB – collecting the data may be more problematic than KW predicts

PJB – given the difficulty faced in convincing Trade Members of the benefits to them, doing the same for Corporate Members may not be as simple as KW hopes

TWDB – it seems to be a two stage process: get potential Corporate Members interested first and then start looking at further benefits, for instance inter-trade links etc.

PJB asked the Board if they would be happy spending money on this venture, considering all aspects such as the cost of gathering, storing, collating data and so on. The Board agreed that they would be happy to budget for this expense.

NH and KW will form a Corporate Membership Working Group to work through the finer points and progress the project further. PJB would be happy to assist in any way possible. The Working Group will present a detailed proposal at the next Board Meeting.

ACTION: KW / NH

b) British Open ESP Southern Counties (KW): KW recognised that the weather on the day was a problem but felt, with regard to the cancellation of the Thursday, that The Board was not well enough informed and therefore members were not either. PJB clarified that everyone concerned was contacted and the majority of shooters were booked on alternative days. KW continued that nonetheless, the Board and indeed the Association must handle this kind of situation better in future, providing members with clear details of what is happening and why. KJN agreed although explained that it can only really be done on a case by case basis. It is therefore not realistic to manage these situations in one uniform way.

c) Super Vets Category (KW): KW suggested that it would be a nice idea to introduce a 'super-vets' category to encourage older shooters to continue shooting

competitively. He felt that at present, many were turning to FITASC where they have their own class and therefore have a better chance of succeeding. PJB pointed out that there is no super-vet category at ICTSF or World DTL, both of which are supported by the CPSA. WAH felt that introducing a super-vet category could eventually be more problematic to the majority than beneficial to a minority. The Board generally agreed with this view.

12. CORRESPONDENCE

a) After some discussion, the Board decided not to get involved in the case between William Maher and ICPSA. BDC did suggest though that the Board should consider the report provided by the Irish Sports Council, particularly with regard to non-elected Board members who have professional expertise to offer the Association. PJB added that this practice is strongly encouraged by UK Sport. TRB will respond to William Maher on behalf of the CPSA.

ACTION: TRB

b) Jane Rowland has asked to remain as England DTL Team Manager. PJB reported that no other applications have been received. An advert for an ABT Manager position will be in the next issue of Pull! PJB will respond to Jane Rowland.

ACTION: PJB

13. REGIONAL UPDATES

As agreed at the previous meeting, Regional Directors should submit written reports prior to the meeting, which were included in the Board Pack. In addition to this, the following issues were raised:

a) A disabled shooter from the South East has written to NH raising some concerns on behalf of disabled shooters. NH urged the Board to consider measures that could be taken to improve the current situation. PJB added that Sport England requires that the CPSA must be able to provide disabled shooters with suitable facilities where practical. NH suggested that the Board pick out specific signature shoots, such as The World Skeet championships to be held at Doveridge in 2009 or other major Trap and Skeet events like the British, where something could be done by including two new classes; a sitting and a standing disabled section. PJB suggested that the Disability Shooting Group (DSG), who is already involved with British Shooting, would need to visit to see what could be done.

With regard to the specific requests in the letter received by NH, the Board agreed the following:

- i) it would not be possible to reduce competition entrance fees for disabled shooters
- ii) a revision of Grounds and their accessibility would be carried out by the technical department during their on-going ground audits.
- iii) with regard to disabled-only shoots, the Board would be interested to know how many people would really partake. It was agreed that ultimately it would be up to the Grounds to decide to pursue this idea or not. PJB suggested that a yearly Trap and Skeet disabled-only weekend event could be a possibility.
- iv) with regard to adding a disabled section in competition shoots, it was agreed that it would be too difficult to do something with Sporting although something could possibly be done with Skeet and Trap.

b) Mike Short had written to complain that certain images and details were missing or incorrect in the instructions for Trap and Skeet installations. PJB responded that this issue was raised several years ago and the only thing missing are the drawings.

c) BDC questioned whether Inter-County Championships should always be made two day events, perhaps earlier in the year. PJB replied that from next year they will indeed be two day events. BDC also reported that at the recent inter-county championships, Northampton did not assist with team scores and ran things more like a squad event. PJB responded to say that if a ground is not willing to accept the full responsibility of hosting championship events then they should not be offered them. PJB will ensure that future contracts outline this in a more explicit manner. NH asked BDC if any complaint had been made by shooters or the ground and BDC stated there had been none. NH stated she could not understand what point was being raised here.

14. ANY OTHER BUSINESS

a) Honesberie / Clive Hames: There is an issue regarding a lack of eye and ear protection. PJB observed that The Board is discussing an issue from the past that does not look likely to be repeated. That said, the position at Newbold SG will be monitored over the coming months. The issue regarding prize money has been dealt with previously.

b) Engraving of Trophies: PJB called for the Board to make a decision regarding a policy as to who should cover the costs of engraving trophies. TRB enquired what the cost would be if the CPSA paid for all engraving across the board. PJB estimated an annual cost of between £300 and £500, explaining that at present the Association pays out around £150 to £200 per year for the few that are not engraved by individuals. It was suggested that trophies that can be taken home should be engraved by the individual at their own cost but that the CPSA would pick up the few that fall through. PJB will amend the form signed by trophy winners so that they sign to say that they will arrange for their own engraving.

ACTION: PJB

c) Westfield: There was some controversy surrounding the registration of Westfield SG for Sportrap as regards whether the stands should be in fixed positions or not. BDC felt that given that he had had to pay for fixed stands at his own ground, all other grounds should do so too. He also felt that there were safety issues to consider. PJB reminded The Board that the Association had agreed that stands could be flexible as long as they are clearly identifiable. WAH questioned why this was becoming an issue when it had never been one before; TRB agreed. The Board agreed that stands do not have to be fixed as long as safety is not jeopardised, which the CPSA will monitor.

d) World Skeet Meeting at Doveridge: WAH asked who is attending. PJB confirmed that representatives from the South West, South East, East Midlands and West Midlands would be present. WAH has been asked to attend for the North however he is not happy to travel that day and therefore will not be attending.
