

**DRAFT 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 15th January 2014

PRESENT:

Mr T R Bobbett	National Director – Chairman
Mr W A Heeks	Regional Director – North – Deputy Chairman
Mr R Kibblewhite	Regional Director – West Midlands
Mr J Offord	Regional Director – South East
Mr P Simpson	Regional Director – East Midlands
Mr D J Jellicoe	National Director
Mr G Walker	National Director
Mr N Fellows	CEO

GUESTS:

Mr B Moorhead
Mr J Beard

MINUTES SECRETARY:

Mr S C Oldman

TB welcomed BM and JB to the meeting

APOLOGIES:

Mr K Newton Regional Director – South West

DECLARATION OF INTERESTS:

None

QUORUM:

A quorum was declared present.

Accounts:-

Jeremy Beard (JB), Partner, haysmactintyre was present at the meeting to report the accounts to the directors prior to sign off. JB explained line by line each page of the report & accounts and confirmed a clean audit report. JB thanked CP for her help during the audit and advised the board that holding the January board meeting earlier this year had made the preparation of the final accounts a challenge time-wise and requested if possible that next year's January board meeting be moved to the end of the month.

RK proposed a vote of thanks to CP & NF for their excellent financial management as clearly indicated by Jeremy Beard's report – all were in agreement.

JB then excused himself to make a conference call at 09:53.

BM and the Appointments Sub-Committee (BK, DJ, JO) left the meeting, which then went into recess, in order to undertake a selection interview.

The meeting reconvened with all Directors present at 10.45.

BM and JB left shortly thereafter.

The Appointments Sub-Committee, which had earlier carried out an interview with BM separate from the main Board meeting, recommended the appointment of BM as an Independent Director. Proposed by DJ, seconded by JO and all in favour.

The appointment of the 2nd Independent Director was discussed regarding the type of skills most relevant. It was agreed, taking into account the skills audit previously carried out, that a Media, PR and Marketing background would be most beneficial. It was agreed the recruitment process should start immediately.

Minutes of the Board meeting 3rd December 2013:-

Proposed WAH Seconded PS All in favour

Matters Arising:-

None.

CEO Update (NF):-

An update was provided on current staffing regarding maternity cover for Clare Alger. Fiona Bloxham has joined us as Championships Assistant working closely with Peter Tomlin to organise and run the 2014 championship season. Fiona is settling in quickly and has a good knowledge of clay shooting prior to joining us.

It was agreed interviews for the shortlisted candidates for the Commercial & Marketing Manager role to take place on 6th February. Interview panel to be NF, RP, SO and TB.

We now have the insurance leaflet available to members on our website and in hard copy. This has taken our brokers some time to produce due to approval delays with the insurers. When we next carry out an insurance review the process needs to be brought forward from a July to May to avoid similar delays. We will not be looking to review the insurance in 2014.

The introduction of licence revocation insurance was discussed and a meeting with our insurance broker has been arranged for the end of the month. It was agreed to introduce this effective 1st March for all members excluding Clubman and Colts (under 16yrs).

Our event calendar is very full this year and we will be very stretched in July as the H/I, BO & European DTL championships are the same weekend as the CLA Game Fair. Office cover may be very limited that week.

Sponsorship for our championships this year is good with discussion still taking place with other companies.

The possibility of allowing either Clubman and/or non-members to take part in the EO ESP is to be considered. This is to be reviewed closer to the event depending on entries. Should it be allowed then those categories taking part would be on a "targets only" basis and have separate medals/trophies from the main event. This would be on a trial basis for this year only if actioned. 2013 was a sold out event and Southdown is always popular. SO to provide breakdown of entries by date in 2013. It was agreed this was an HQ operational issue and the decision would be left to NF.

Discussions took place around whether or not our ESP championships should be squadded or un-squadded and with the BO being over two courses. The board were reminded that it was only a couple of years ago that a survey had been carried out which gave a near 50/50 split of preference by the members. It was also thought that a CPSA championship should have a more structured feel to it, which would also provide more certainty and a better flow. Also the administration of the event would be more evenly spread and it should be different from an average registered shoot. It was agreed that input from the ESP subcommittee should be sought before making changes but time was now very limited with a "go live" date of 1st February. A proposal to stay with the current format and for the subcommittee to look at options for the future was put forward. Proposed by DJ, Seconded by RK. Vote 6 For and 1 Against. It was therefore agreed that these events will remain squadded.

Our ESP and DTL championships are sponsored and it would be advantageous to gain sponsors for the BO and EO ESK championships as these have not been sponsored previously. It was pointed out sponsorship for ESK is difficult due to the relatively low numbers taking part. All were asked to consider this and report back.

Bookings opened successfully for the World English Sporting week of championships.

Some offers of help to attend the CPSA stand for some parts of the various days from County Committees and DSG had been offered for the British Shooting Show. This was appreciated and, subject to practicality, we look forward to working with them more closely. It was agreed that people helping do need to know the CPSA and be able to discuss membership rates/options and insurance cover etc. with stand visitors. RK, DJ, JO & PS offered to attend the BSS. A rota needs to be drawn up for directors' attendance at championships and game fairs. Only one director per event per day is required.

The Coaching Conference is developing well and progress with tying down speakers and their topics is on target and continuing. We have had a good response so far. Directors informed NF that last year's conference received only good feedback. The format will be different this year with fewer parallel workshops, improved timings and making it more of an event. Additionally one day workshops are also being considered for later in the year.

We are getting to the point (hopefully April) of rolling out the England Talent Pathway with centres planned at Bisley, Nuthampstead and Beverley. 15 shooters per centre is planned and we are hoping to expand the number of centres subsequently. There is a need to have all three Olympic disciplines available. Progression to the GB programmes is part of this plan. Consideration for time out of school etc needs to be taken into account. The aim of this is to create shooters at a world level and the need to keep a production line effect going. Funding is available for the Olympic disciplines but it is hoped to be able to replicate something similar for our home disciplines.

A selection format survey of England DTL Team members had taken place with a 60% return. Of the questions asked 86% were against carrying the qualifying scores forward to the final selection shoots. 78% were against reducing the numbers invited to the final selection shoot. 72% were in favour of all categories shooting together (i.e. mixed squads). 75% were against using the EO score in lieu of shoot offs. We are not planning to implement any of these ideas in 2014 events as they should be put to the subcommittee for review with a proposal being made to the board for year 2015 onward.

World Sporting Championships for 2015 were discussed regarding a formal process for team procedures/selection. ICTSF is likely to be March and NSCA May. The proposal to the board was to use the best 2 from 3 of the EO ESP, BO ESP and WESP from 2014 for selecting both the ICTSF and USA teams. It is thought that the NSCA event for 2015 will not be San Antonio. It was suggested adding in some selection shoots to make it 4 from 5. Both East and West Midlands were thought to be the best options based on being more central locations. Proposed by DJ for 4 from 5 and seconded by PS. All in favour.

ESP England Team Self-Managed Fund Raising was discussed as a way to help teams for costly and long distance events. NF to raise and discuss this with Richard Hunter. Examples such as raffles for guns and team members selling tickets were discussed. It was agreed that the CPSA may have to underwrite a gun purchase initially but that suitable terms & conditions should apply to protect the Association against insufficient funds being raised.

Applications for 2014 England Team Managers had been received in all disciplines.

The selection policy for the Commonwealth Games was required by Commonwealth Games England via ETSF. The Shooting Team Manager has been referred to our website where the dates of the selection shoots have been published. It remains to be seen if this is accepted and is a sufficiently robust 'policy'.

Discussions took place around the number of targets for the OT selection shoots with 100 being shot on each weekend day being seen as a way for shooters to save money as per the BICTSF policy for 2014.

World DTL 2016. Bywell have been asked to consider adding four temporary layouts to accommodate this event as per ICTSF rules. NF is in discussions with Allan Henry regarding this and will keep the board informed.

The lack of progress being made by TSG on our membership system replacement had become extremely frustrating. After being given an ultimatum in December they have responded positively. The latest version to test is expected mid-January and NF will keep the Board informed of progress.

Entries for the 2015 Awards Dinner on 29th March have increased compared with last year. John Perry has agreed to compere the event for us again this year. A selection panel to review nominations is required and should include one director. RK offered his services and this was agreed and accepted by all.

It was agreed that individual director telephone and e-mail contact details would be made available on the website as soon as possible.

We have been contacted by a Toyota and Lexus dealership regarding possible sponsorship and/or a discount to our members. A meeting is scheduled. It was agreed it was good to have this offer/contact and encouraging that it was from outside the shooting industry.

Discipline Subcommittees

Discussions took place regarding the makeup of sub-committees to encourage greater consultation with members. Currently they are made up of one member per region but would it be better to advertise these positions nationally? Input from regional committees is also important. The aim is to get the best possible sub-committees in place with a wide view gained from members. It was agreed that a director should Chair each sub-committee and that would be the conduit to the board for reporting purposes. It was stated that sub-committees need to have clear terms of reference and they have an advisory, but not a decision-making, remit. It was agreed that a sub-committee should be made up of one member per region, 3 others from an advert placed in Pull and on our website, plus one director. All Agreed. A sub-committee would probably only be required to meet once a year or by e-mail for important topics as they arose.

Age Cut-Offs

A question was asked if our current age cut-offs were right considering they are out of step with most other associations, which are based on 1st January and not actual birth date. Also some other countries have Vets at 55 not 60 and a Super Vet category at 65. There would be cost considerations regarding trophies etc if we were to introduce a Super Vets category. There may be a requirement to amend the Shoot Program to cater for this which would also incur a cost. It was suggested that different and clear names would be needed between shooting categories and membership categories. It was agreed that this topic would be taken to the ICTSC for consideration. If categories are to be changed the earliest date would now be 1st January 2015.

2014 LVP's

Nominations for this year's LVP's were requested and two names were proposed.

CPSA Grounds Eye/Hearing Protection Policy – Non Registered Shoots

Views had been received concerning whether CPSA could/should enforce PPE for non registered shoots. Incidents had been witnessed at grounds who were not applying this recommendation. After some discussion it was agreed that we have no authority beyond registered shoots and that the liability is with the shooting grounds. We can only recommend and cannot impose such conditions. It was agreed that we need to check with our insurers if there are any implications for members in the event of a claim if not wearing PPE. NF to check.

England Team Funding for H/I's

Concern was raised that England Team funding was too costly and there was disparity between some disciplines. It was also considered that the funds could be better utilised elsewhere, e.g.

supporting Juniors. Team sizes differ vastly between disciplines and this has already been previously raised with ICTSC. One consideration would be to have a fixed financial amount per team irrespective of size. A question was asked why funding is provided for the BO DTL. It was agreed that this would be discussed with ICTSC at their next meeting by TB/NF.

Cambridge Gun Club Upgrade

JO had recently visited Cambridge Gun Club with PS following their request to be considered for Premier Status. JO handed out his written report and apprised the board ending with a recommendation to proceed with the upgrade. This was proposed by JO, Seconded by WAH and all were in Favour.

Cartridge Loads

PS had carried out an investigation into cartridge loads and made a proposal that 24g should be considered as the maximum weight for all disciplines. Reasons for this were a 14% reduction in lead being shot and a cost reduction to members. Recoil is also less resulting in fewer sport-related injuries. Experience was that there was no reduction in performance compared with 28g and therefore scores would not drop. It was agreed that there would be no issue with scores. A question was asked whether we should proceed down this route now considering the current lead related issues. A reduction from 28g to 24g could be seen as a good environmental move. It was agreed that cartridge technology has improved considerably but there will always been some shooters wanting to use the maximum size possible.

National Inter-Counties All Round

A question was asked regarding how this event would work alongside the World A/R at Fauxdegla SG. It was agreed that this can be handled by the Shoot program and there was not a need to send anyone from HQ to run the event. National Inter-Counties are always run by the shooting ground. It was agreed that the levy would be collected from all entries. Some concern was raised regarding entry numbers. NF confirmed this was part of the reason to run it with the World A/R.

Correspondence:-

British Open Sportrap

Steve Lovatt has requested that he be allowed to run the BO STR without cages to aid disabled shooters.

All agreed definitely not. Recommended cage sizes do allow for wheelchair access.

WESP USA Referee

A request had been received from a well-known and respected USA qualified referee to be a referee at the WESP. DJ confirmed he is known to him and is competent. All agreed this would be OK.

While on the topic of WESP referees it was noted that we had not yet received a list of referees from EJC. NF to follow this up at the next WESP meeting to be held soon. DJ will also attend this meeting.

AOB:-

North England ESP Selection Shoot

WAH notified the board that it was still undecided where this would be held. Options being considered by the Region were North Wolds GC, Park Lodge SS and Beverley CTC. After some discussion Beverley was considered the best option given North Wolds is a fibre wads only ground. WAH to take this back to the Region for consideration.

Training Meeting

GW reported that the Education & Training Steering Group meeting had discussed, and

recommended, that Sportrap and FITASC ground registrations would not be necessary where a ground is already registered for ESP. This was agreed by all.

Tutor Trainer Role

Although we have tutors in each region it was agreed that a different person is needed for each qualification, i.e. safety, referees, instructor / coach. DJ agreed to undertake training to become a referee tutor in his region.

Complaint of a member shooting for a County but not resident

A complaint had been dealt with recently where a member had shot for a County that he was not resident in for a Regional event. This has been dealt with by HQ regarding the individual and a recommendation made to the Region that, as he was not eligible, the results may need to be corrected. RK agreed to report back to the complainant.

Meeting closed at 16:50
