

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

**held at The Holiday Inn, Great Barr,
Birmingham**

on Saturday 26th March 2011

PRESENT:

Mr TR Bobbett	Chairman/National Director
Mr WA Heeks	Vice Chairman/ Regional Director – North
Mr CD Butler	Regional Director – East Midlands
Mr C Fielding	Regional Director – West Midlands
Mr. WA Johnson	Regional Director – South East
Mr G Walker	National Director
Mr B Waktare	National Director
Mr JG Perry	CEO

APOLOGIES:

Mr KJ Newton	Regional Director – South West
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GUESTS:

Mr J Beard	Partner, haysmacintyre
Mr N Doherty	Representing Ms L Saunbury, Honorary Solicitor
Mr N Fellows	CEO Designate
Mr R Kibblewhite	Regional Director Elect – West Midlands

MINUTES SECRETARY:

Ms M Voller

1. FORMALITIES

TRB opened the meeting at 0904 hrs, and confirmed there was a quorum present. He extended a welcome to JB, ND, NF and WAJ and asked for a proposal to co-opt WAJ to the Board to represent the South East Region for the next twelve months following NH's departure. This was proposed by WAH and seconded by CDB. All present were in favour.

a) Minutes of the 27th January meeting:

i) *Page 3, Item 3. JB asked that the following words be added to the Minutes prior to the final paragraph. **"The Board then formally approved the Accounts for the year ended 30th November 2010 together with the Letter of Representation"**.*

Following acceptance of the Amendment as noted above, it was proposed by GW that the Minutes be accepted. This was seconded by WAH. All were in favour.

b) Matters arising:

i) CDB asked how many Directors were required to sign off the Accounts for the year. TRB replied two, himself and WAH normally performing the task.

ii) President nominations JGP is still seeking potential candidates and has enlisted the assistance of Glyn Alger of the NRA on possible MP's for the post. Further suggestions were made from around the table and discussed, as well as the possibility of not filling the

position at all. No final decision was made, and TRB referred the matter back to JGP for further investigation.

2. Management Team Updates

a) CEO – John Perry

As per the normal procedure for a Board meeting prior to the AGM, JGP would present a report combining information from Operations, Finance and Commercial as well as his own.

i) Academy

The next sub-Committee meeting has been arranged for Monday 28th March at which GW intends to resolve the problems which are delaying progress with the new course delivery and administration system. Some Regions have still not organised enough courses for the year, and this will have a consequent effect on their share of any potential surplus.

ii) Defra/Lead Ammunition Group

All is very quiet at the moment with no meeting having been held so far this year.

iii) Staff

Trudy Abel is now on maternity leave, and Michelle Horn is stepping into the role.

iv) OTR Team Manager The position is still vacant with applicants being sought.

v) British Shooting Sport Council

JGP, GW and NF will be attending their AGM on Thursday 31st March. The organisation has been very active since last year following the unfortunate events in Cumbria. It is proving its worth with all the organisations around the table working well together.

ND commented that amendments will almost certainly be made to current gun ownership legislation. TRB also noted that a small article had appeared in the Telegraph and other newspapers regarding the number of young children holding Shotgun certificates, as well as being mentioned on the news.

vi) Championship Working Group

This had proved to be a very successful group with CDB as Chairman. 157 replies received to date to the on-line survey which will hopefully provide us with relevant data. Feedback is awaited from the 30 grounds which have been approached for their input on the possible changes to ground grading and championship facilities requirements. CDB reported that members are pleased that they are being listened to, and it is now being realised how big the subject is with a large number of variables. WAH raised the subject of target testing prior to the EO ESP, and asked for confirmation on how this would be carried out. JGP requested input from the Board on the process together with how the championships will, in future, be awarded, and asked for it to be put on the Agenda for discussion at the May Board meeting.

vii) Rota

As a natural follow-on from the last point, it was agreed to discuss this separate Agenda item at this point. TRB opened the discussion by explaining the current rota system, as well as the previously run tender system. RK thought that if a tendering system was operated correctly, there should not be any problems. CF said that it worked within the West Midlands Region for allocating regional events, and allowed them the opportunity of moving the events regularly to different grounds which it appeared the shooters wanted. TRB acknowledged that it would be more competitive with a tendering system, and would open a window of opportunity for more grounds to apply than under the current rota.

GW therefore proposed that a tendering system be adopted for next year. This was seconded by CDB with all in favour.

JGP confirmed that part of the work being carried out with grounds at the moment is to obtain the necessary information from each as to what facilities that have available for championships, both on range and off range. He confirmed that all major, minor and selection shoots were being included except the five ESP selection events which are allocated individually by each Region.

vii) ICTSC – rule change requests for ABT and DTL

- a) *ABT target release time:* This has already been removed.
- b) *DTL target angles:* Rule 3.45 deemed to be impractical, and it was asked that this rule be removed. A suggestion was made that this be referred back to each Region's sub-committee, and any change which may then be agreed can be made subsequently.
- c) *DTL trap measurements:* Request that rules be amended for the installation of new DTL layouts regarding height measurements of the Datum Point. It was agreed that this should also be referred back to the Regions.

ix) ICTSC – format of OSK H/I

Each Association had been asked to explore the possibility of increasing the number of targets at this event from 100 to 200 and make it a two day event. JGP had asked the opinion of last year's England team who had replied that they preferred it to remain as a one day event. TRB concurred with this on a cost basis. Having asked the opinion of all the Directors present, TRB confirmed that the decision was unanimous for it to remain at 100 targets, and this would be reported back to the Council.

b) Financial report

In addition to the written report supplied by CP in the Board pack, the following items were discussed:

i) Membership

With five days to go before the end of the month, JGP reported that membership is up to 25,172. There has been a decline in the number of Full members, but Clubman is still growing and similarly Vets. JGP commented that in a survey of Clubman members, they reported that PULL magazine rated highly with them.

The viability of the Clubman scheme was discussed. The possibility of differential membership packages was mentioned by NF, but it was acknowledged that the majority of members who join as Clubman do so primarily for insurance purposes. JGP reported that he had been gathering several insurance quotes in readiness for our insurance review later in the summer, and mentioned that the insurance being offered by our provider for clubs needs to be more competitive.

ii) Championship income

CDB queried the reason for a reduction in championship income when compared with the same month last year. JGP offered various suggestions as to why this might have occurred such as venues, dates, economic climate etc. He confirmed that application forms for some events are appearing in April's PULL magazine, and RK commented that a lot of members do not apply until they see the forms in hard copy. CF stated that a true comparison of our entry figures would be with either the Beretta or the Classic could be achieved as both these events are open to all and not just CPSA members.

c) Commercial report

In addition to the written report included in the Board pack from SB, the following items were specifically discussed:

- i) Membership The Countryside Alliance are continuing their introductory offer for new members at £29. However, this sum doubles upon renewal making their membership more costly than our Clubman.
- ii) Field Sales Bobby Watkins had attended the BUCS competition in the West Midlands during February. SB reported that it was good to have had a presence at this event, in addition to the usual game fairs, as it was seen as an ideal opportunity to increase our membership.
- iii) Clubs An obstacle to recruiting new clubs is the inability to offer a competitive insurance package, and it is hoped to address this problem when our insurances are reviewed.
- iv) Trade membership Possible restructuring of the Trade membership package is being reviewed by SB.
- v) Website update Still in progress, but should be completed very shortly.
- vi) Clubman – market research 1052 (15%) of our members have responded to date which is very gratifying. The data is being entered on to a central database, and the results will be distributed to the Board.
- vii) CLA Gamefair It is being held at Blenheim this year and a further meeting is scheduled with the CLA in April. Referring to the Champion of Champions aspect of the event, RK reported he had received information that if the current County Champion is unable to attend, they are not permitting the Counties to nominate an alternative. JGP could neither confirm nor deny this statement, but would investigate further with SB.
- viii) British Shooting Show CPSA attended, and 23 new members were recruited. BW expressed his disappointment with this figure as the show had been very busy and, in his opinion, should have produced more for the CPSA.

3. Regional funding

TRB reported that the South East Region is currently experiencing some financial challenges and had asked the Board to consider some form of regional funding. SO had asked the Regional Treasurers for copies of their accounts for the previous year, and these had been included in the Board Pack with the exception of the West Midlands. TRB confirmed that nothing had been factored in to the current budget for such an eventuality and asked WAJ if there was a particular reason for the South East's current situation. WAJ explained that Dave Peckham had previously been very generous towards the Region, and additionally the Region normally gives each of their nine County Committees £300 per annum as a subsidy. If the Board was unable to help them out, this subsidy would have to be reviewed/removed.

Having reviewed the Regional accounts and discussed the options, TRB then asked if the Board wanted to change the current system whereby HQ pays the Regions a sum annually based on the number of CPSA affiliated clubs within their Region. Thereafter the Regions, like the Counties, are self funding. WAH commented that from this year each Region will receive 50% of the surplus made on the various courses held within their Region which should help their finances. All present agreed that there was unfortunately nothing available this year to help the South East.

4. Police Liaison

RK reported that he has been asked by JGP to carry out this role on the CPSA's behalf. He was still in touch with a number of former colleagues, and it was hoped that he might be able to make contact with the new ACC in Hampshire, Mr.A.Marsh, who has succeeded Mr A Whiting and takes up the appointment on ACPO in May. However, RK would happily defer to NF if it was considered the approach should be his, and RK would continue on an informal basis. In NF's opinion, good communication was about professional relationships, and suggested that both RK and he make contact when Mr. Marsh is in post. ND commented that he and LS had a lot of contact with the police, and thought it an excellent idea for the CPSA to submit their own views separately from the British Shooting Council. All the different disciplines in shooting have their own agendas and needs, and in ND's opinion it would not harm the CPSA to have their own relationship with the police and it would be one that he would actively encourage. RK suggested making a cautious approach to ACPO as he was very aware that they are bombarded by the different organisations.

GW proposed that RK take up this role which CF seconded. All present were in favour.

RK stated that staff in the various Licensing Departments faced cutbacks, and on some days in Warwickshire there may be nobody in the office. It is also known that some Counties are taking up to nine months to issue renewals. JGP said there would be a notice on the website informing members who are struggling to let HQ know where they are, and what the specific problem is.

5. Reserves

JB suggested that he meet with NF and CP to discuss the level of Reserves needed for the organisation. A written Reserves Policy is desirable which sets out in detail what the reserves are needed for and how it can be reviewed. A decision was also required on whether it should be based on a three month or a six month expenditure. For membership organisations such as ours JB stated that it was a very useful document should members query why reserves have been set at a certain level. ND wholeheartedly backed the proposal for such a policy stating that sound management and administration were thus being demonstrated by the Board.

GW queried whether the organisation had any Contingency plans, written or otherwise, and suggested that, if not, one should be prepared in case HQ was destroyed by, for example, fire. JGP was in agreement with this suggestion, stating that whilst information was already backed up on a daily basis and stored off site, there were many other details that would need to be considered should such an event occur.

6. Correspondence

These had already been dealt with under the various headings earlier in the meeting.

7. Regional Reports

North: WAH had nothing to report

East Midlands: CDB reported that the season ticket initiative introduced in his Region had been extremely well received, and was reaping the rewards. He suggested that the idea and details be shared with the other Regions. JGP suggested an article in PULL magazine plus contacting the other Regions directly.

West Midlands: CF had nothing to report

South East: Nothing to report

South West: No director present therefore nothing reported

8. AOB

i) On behalf of a member, RK had been requested to thank MH at HQ for her very prompt and efficient service.

ii) JGP asked the Board to read and make any comment/s on provisional Booklets 5 and 7, and report them back to Peter Tomlin.

The meeting closed at 12.35
