

**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 Tuesday 30th November 2010

PRESENT:

Mr TR Bobbett	Chairman/National Director
Mr WA Heeks	Vice Chairman/ Regional Director – North
Mr CD Butler	Regional Director – East Midlands
Ms N Heron	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
Mr C Fielding	Regional Director – West Midlands

GUEST:

Mr R Kibblewhite	Regional Director Elect – West Midlands
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MINUTES SECRETARY:

Ms M Voller

1. FORMALITIES

TRB opened the meeting at 0915 hrs, and welcomed all present. He extended a special welcome to RK who was attending as a guest and will be succeeding CF as the West Midlands Director after the AGM. There was a quorum present, and apologies had been received from CF and KJN.

a) Minutes of the 29th September meeting:

Read and agreed. Proposed by CDB and seconded by WAH. All were in favour.

b) Matters arising:

i) WAH referred to his appointment at the previous Board meeting whereby he had agreed to check the targets etc prior to both the EO and BO ESP championships. He asked that JGP contact the grounds concerned to confirm that they are happy with this arrangement.

Action: JGP to contact Southern Counties and Hodnet.

ii) BW joined the meeting at this point and tendered his apologies for being late. He queried the new gift voucher scheme which had been mentioned by SB in the last set of Minutes. JGP confirmed that this new initiative had been launched at the Midland Game Fair and would be publicised in PULL magazine.

2. Management Team Updates

a) CEO – John Perry

JGP enquired if there were any questions following his written report in the Board Pack.

i) Team Managers After a discussion the following members who had applied for the recently advertised vacant positions were appointed for the following disciplines:

FITASC	-	Guy Bond
OSK	-	Ray Dixon
ABT/OT	-	John Heading
DTL	-	John Bellamy

There had been no applications for the post of ESK Team Manager

b) OPERATIONS – **Stuart Oldman (who requested the attendance of JGP and P. Tomlin)**

i) Target only entries Subsequent to a previous Board decision to reintroduce Target Only entries at our Championships during 2011, SO asked for clarification that only Competition members could be considered for entry and not Clubman members. Following a short discussion, it was agreed by all present that Clubman members would not be eligible to enter any of our major or minor Championship events next year. It was also confirmed that Competition members who enter on a Target Only basis could still win trophies, medals or sponsored money, but would not be part of the general prize fund payout. RK asked, and it was subsequently agreed, that Target Only entries would be available in all CPSA Championships including National Inter-Counties events.

ii) Booklets 5 and 7 SO distributed proposed booklets 5 and 7 for comment. It was agreed that in order to save printing costs, these would now be available in pdf format via the website. For those members who did not have the facility to obtain a copy via this method, Head office would supply a printed copy on request.

iii) D and E classes PT reported that significant changes would need to be made to the Shoot08 program should this suggestion be implemented. BW enquired the reason why numbers in each class do not follow the actual percentages, to which PT replied that some shooters do not shoot enough targets in the given period to go up or down a class, and therefore remain in the same class automatically. Dormant shooters are thus inflating the numbers, which is thereby skewing the final figures. It was acknowledged that the cost of amending both the Shoot08 and Magic programs at the present time would be too expensive, and it was agreed therefore by all present to wait until the full re-write is undertaken during the latter end of 2011. A suggestion was made by GW to return members who have not shot any registered scores for a certain length of time to an unclassified status. JGP was in full agreement with this idea but queried how and when this could be affected. PT felt that 12 months time was a workable deadline. When asked by TRB if, in principle, dormant members should no longer be included in the classification ratings, all present were in favour.

PT explained that it would take a couple of months for him to complete his “wish list” for the new computer system, and then talks would be commenced with interested companies. He estimated that the cost of the project would be in the region of £30,000 - £40,000, and that the Board would be kept informed of progress along the way. Replying to a question from CDB, PT explained that the current Magic (operating) system does not “talk” to either Shoot08 or the website. All information therefore needed inputting three times over leading to problems with possible keying in errors. Both CDB and GW were in agreement that it would be advantageous for members to be kept fully informed of these changes, both through PULL magazine and via the website. JGP confirmed that more information is already appearing on the website as the importance in keeping members fully in the loop was fully acknowledged. TRB therefore requested that JGP, SO and PT co-write an article for publication in PULL, with perhaps a more detailed report appearing on the website. It was additionally agreed by all present that the possible introduction of D and E classes would be held in abeyance until the new software arrives.

iv) Regrading of grounds Two meetings have already been held between Paul Rendell, JGP and PT on the subject, and it was explained that the original concept of Premier and Premier Plus were to assess the club's off range facilities. We now needed to additionally assess grounds requirements to provide championship facilities, some of which can be brought in for the event such as marques, additional toilets etc. It had been concluded that the registered layouts and the facilities available should therefore be assessed as separate entities,

and the possibility of a new type of grading system introduced. JGP stated that they were working on this concept and would bring their findings to the next Board meeting in January. WAH queried why there were Premier Plus grounds which do not hold any registered events, but BW felt it important the grounds should have the option of whether to hold such events as they are fully paid up members of the Association. JGP concurred with BW's view saying that no grounds, whatever their status (Registered, Premier, or Premier Plus) are obliged to hold registered events.

Reference was made to the abolition of the rota system for Major and Minor Championships from 2012, and the importance of including Premier grounds into the bidding system as well as Premier Plus. JGP confirmed that all grounds would be written to informing them of the proposed changes from 2012, whilst BW also felt it important that shooters be kept informed by a news release in addition to the Minutes. RK queried whether it might be a worthwhile exercise at the same time to ask grounds their views on D and E classes. WAH commented that the additional classes could only work at major Championships and not ordinary registered events. The possible introduction of a Super Vets class was also raised by BW, but it was acknowledged that this would need further discussion.

v) English Open ABT WAH expressed concern at a decision previously taken to make this event a 100 target event instead of the usual 200 targets. He felt strongly that it should be left at 200 as shooters were not prepared to travel sometimes long distances for a lesser number. He therefore proposed that the EO ABT reverted to 200 targets. This was seconded by CDB and all present were in favour.

vi) Other Championships The possibility of combining the British Open Sportrap Championship together with the English Open Sporting at Southern Counties SG was raised. This was proposed by CDB and seconded by GW, with all in favour. However, in KJN's absence from the meeting, a check would need to be made to see if this was possible.

SO queried whether there was a need to keep the EO and BO championships in HBD, Double Rise, All Round, Single Barrel and OSK as combined weekend events. WAH explained that if the Championships were to be split (currently the EO is held on the Saturday and the BO on the Sunday) entry numbers would significantly decrease, plus there would be the need for five additional available dates in an already overcrowded calendar. CDB proposed that all five championships remain as conjoined events, seconded by NH with everybody present in favour.

A short discussion was held regarding teams for National Inter-counties events. It was agreed that in future the top 5 scores from a 6 person team would count, and the top 2 scores from a 3 person team (Ladies, Juniors or Vets) likewise.

SO also raised the subject of prize money allocation at our Championships. Following discussion, CDB proposed that all prizes, money and medals be decided by a shoot off. This was seconded by GW with all present in favour.

vii) Medals The question of awarding medals for 1st, 2nd and 3rd places in all major and minor championships was raised by JGP as minor championships are evidently not currently treated the same as Majors. PT supported this suggestion in order to balance the events. The additional cost for the extra medals would be £1,400, but would be offset by the saving made last year by changing supplier. Various options were discussed, but WAH proposed that medals be awarded for 1st, 2nd and 3rd in category, and 1st only in class. This was seconded by CDB, with all were in favour. It was additionally agreed that badges would be awarded in the Vets category of all CPSA Major and Minor Championships.

viii) Current logo SO was of the opinion that our current logo should be registered to protect it. He was unsure how much this would cost, but the price for renewing the registration of our previous logo had been £500. BW proposed that the new logo be registered, seconded by GW and all in favour. It was agreed that if the cost should be more than £1,000, SO would return to the Board for further instructions.

JGP, SO and PT left the room.

Addendum It was subsequently confirmed that Southern Counties SG could hold the EO ESK from the 20-22 May. They cannot, however, hold the BO STR at the same time as the EO ESP due to lack of space. The next ground on the rota to hold the STR is Doveridge who confirmed they were willing to do so on the original date. It was therefore proposed by CDB that the EO ESK be held at Southern Counties SG, and that the BO STR at Doveridge. This was seconded by GW, and all in agreement.

c) COMMERCIAL – Simon Barber

i) Life memberships SB was pleased to report that two new life memberships had just been issued with bespoke numbers showing an income to the Association of £1,900.

ii) Window stickers New window stickers for Club or Trade members were distributed which included a sentence inviting interested parties to join the Association at the premises displaying the sticker. 500 Club membership stickers had been produced together with 300 Trade membership stickers for a price of approximately £1,000. Initial reservations were expressed regarding the Club sticker as it was felt there could be confusion on whether it was an invitation to join the individual club displaying the sticker, and not the Association. After discussion it was agreed to let the project run and subsequently assess the level of response.

iii) Membership cards Artwork was distributed for the proposed new membership cards. In future Clubman membership cards will be coloured light blue, whilst Competition (full) membership cards will be dark blue.

iv) Membership Development Co-ordinator SB reported that Bobby Watkins had made evening telephone calls to lapsed members as a trial for two weeks, but found he was upsetting too many people who were classing it as “cold calling”. BW challenged this statement as the people called were all previous members whose details we already possessed. In TRB’s opinion the two week period had been too short and it should therefore be continued for a longer period. There was general agreement around the table to this suggestion. Bobby has also been asked to attend HQ for a meeting with JGP and SB to discuss places/events he thinks he should attend next year, bearing in mind that he had been withdrawn from almost every game fair this year. GW was of the opinion that his time should be spent concentrating on trade and clubs; SB maintained that it was also critical that Bobby should still focus on retaining the lapsed individual members at the highest levels possible. In SB’s opinion Bobby had done a brilliant job in bringing 43 lapsed clubs back into the Association.

v) PULL magazine CDB stated that he was pleased to see Club Call going back in the magazine, but queried whether it would be possible for entry to mid level priced guns to be included in the gun test articles, rather than the higher priced ones out of reach to most members. NH suggested the possible introduction of a Word Search competition with a prize in order to include the younger members of the family. CDB said that space was always an issue which SB confirmed stating an extra 8 pages would cost £10,000. He also stated that currently not enough advertising space is being sold which is financially detrimental to the Association. Clayshooter magazine (publisher Argent) intend to print 9 – 10 issues next year, and we will be advertising in it. NH queried why we were not targeting the straw bale clubs as BASC have done. SB replied that we have advertised in every issue of Clay Shooting for the last six years, but it had not been possible to “tag” back on new member applications from specific magazines thereby highlighting a need to tighten up on the source of new member information.

d) FINANCE – Connie Pierre

CP enquired if there were any questions on the October financial reports she had prepared which included the y-t-d income received through membership, clubs and courses, plus expenditure for the month. The bank reserves showed an additional £64,157 compared with the same time last year. Membership numbers at the end of October were 25,133, with Club membership figures showing a total of 371 (seven more than last month). Year end procedures would shortly commence, and it was anticipated the Association would make a surplus for the year.

WAH had raised the question of the cost of the calls made by the Membership Development Co-ordinator. CP confirmed that when making calls he used mobile to mobile, and land line (internet phone) to land line in order to obtain the most effective savings. NH queried whether the best possible mobile package is currently being used, and CP undertook to investigate further.

Income from courses was also discussed and a full explanation given by CP. From 2011 the delivery of courses will be regionalised. Each region will have its own team working under the Academy sub-committee to deliver courses in each region. The Academy sub-committee is a non-voting body which reports to the CPSA Board. HQ will continue to deal with the administration of the courses and any HQ surplus made in any region will be shared with that region.

i) Championship budgets CP requested that JGP, SO and PT rejoin the meeting for this item.

CP queried whether it was the Board's intention to break even or make a surplus on the Championships during 2011. Consideration also had to be given to the decision to allow Target Only entries which would have an impact on the prize fund. On average the T/O entry would be £38 and £48 if entering the prize fund.

CP had prepared spreadsheets for all the Championships, and various adjustments in entry rates were made during the ensuing discussion. It was finally agreed that the entry fees for ESP and STR championships would be £40 T/O and £50 prize fund, whilst all Trap events and ESK would be £35 T/O and £45 prize fund. PT reported that KJN had said he would prefer to run the English Open ESP as a non squadded event, but after discussion it was agreed that it would remain squadded.

BW was concerned that the British Open ESP remained at 100 targets given the fact that three other major competitions which are non CPSA, all have 120 targets. NH suggested that next year be used as a trial, but WAH said that Hodnet would need to confirm that it could run it with the extra stands and for how much. PT stated it could only be done over a maximum of 15 stands because of the Shoot08 program. NH stated that the amount of targets shot on any given stand could be increased to achieve the targets required. TRB therefore requested that JGP ascertain if Hodnet could accommodate the additional stands and how much it would cost, and report back to the Board at the January meeting.

Action: JGP
PT and SO left the room

ii) Home Internationals BW commented that England team financial support is far more generous than any of the other countries, and felt that the teams should be self financing. WAH mentioned that on top of the Home International events, there was also the Governor General cup for which we pay the entry fees, and suggested that in future only the team fee is paid and not for each individual. Due to time constraints all were asked to give this further consideration ahead of a decision at the next meeting.

Action: Agenda for next Board meeting.

iii) CCPR workshop Agreement that we should attend the next meeting on the 9th March 2011.

iv) Articles TRB requested that if any Director wished to have further input into the amending of the Articles that they let him know as soon as possible, as they need to be published in PULL before the AGM.

v) Life Membership Discussion regarding the current rate of membership and whether it should be raised. Life is currently £850 and Life Vet £425. Agreed by all that it should remain as is.

CP left the room

3. Rota and Ground classification

This item had been requested by CF, but in his absence would be held over until the next meeting.

4. **GBTSF**

After discussion all confirmed the CPSA is delighted to join with the NRA and NSRA in developing the Whole Sport Plan which will deliver funding opportunities for grass roots shooters through its work with Sport England.

5. **Correspondence**

Items 1-5 already dealt with.

Item 6 – Regional Inter County Junior Teams Request that CPSA consider reducing the number of team members from 3 to 2 members in Ladies, Juniors or Vets teams when competing in the National Inter county events. Given this falls under the auspices of the individual regions it was agreed by all that it should be passed back to the Regional Committees to decide on their individual regional policy.

Item 7 – Cartridge load reduction (a). Request that the CPSA consider reducing cartridge size in all disciplines down to 24g. After discussion, agreement reached that that maximum size would remain at 28g.

Item 7 – England team issues(b) For JGP to deal with. **Action: JGP**

Item 8 – England Team dress code JGP to write addressing the issue with the appropriate person

Items 9 – 12 already dealt with.

6. **Regional reports**

i) West Midlands

No director present

ii) East Midlands

CDB – nothing to report

iii) North

WAH reported that their AGM had been held earlier this month, a new Committee had been formed and a new Chairman elected.

iv) South East

NH had nothing additional to report, but wished it to be recorded that all the issues she had been asked to raise by her Region had been addressed.

v) South West

No director present.

The Chairman declared the meeting closed at 16.30 hours.
