

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

**Held at the Holiday Inn Hotel,
Crick, Northamptonshire
Saturday 31st March 2012 at 09.00**

PRESENT:

Mr TR Bobbett	Chairman/National Director
Mr WA Heeks	Deputy Chairman/ Regional Director – North
Mr CD Butler	Regional Director – East Midlands
Mr R Kibblewhite	Regional Director – West Midlands
Mr WA Johnson	Regional Director – South East
Mr G Walker	National Director
Mr N Fellows	CEO

GUESTS:

Mr J Offord	Regional Director Elect – South East
Ms L Saunbury	Honorary Solicitor & Shotgun Licensing Advisor (Lewis Nedas)
Mr N Doherty	Barrister

MINUTES SECRETARY: Ms M Voller

APOLOGIES:

Mr KJ Newton	Regional Director – South West
Mr J Beard	Partner, haysmacintyre (Auditors) – arrived 12.20

1. FORMALITIES

TRB opened the meeting at 0910 hrs, and welcomed all present. He confirmed there was a quorum present, and apologies had been received from KJN. He also confirmed that Jeremy Beard hoped to join the meeting before its conclusion prior to the AGM.

Declaration of Interest – The new document had been enclosed within each Board Pack, and TRB requested that all present signed and passed it to NF. This document will now become an integral part of all future Board meetings.

a) Minutes of the 31st January 2012 meeting:

It was proposed by CDB that the Minutes be accepted. This was seconded by RK, and all present were in favour.

b) Matters arising:

No matters were raised.

2. CEO update (including Management Team updates)

2.1 Staffing All three new members of staff are now in place and settling in very well. Richard Worthington (National Development Manager) has been out and about at local grounds, and has been working on the new inter-club County league competition which he hopes to launch quite soon. He has also attended the Surrey Sports Conference, and has spent time getting to understand how County Sports Partnerships work. WAH and TRB queried how it was anticipated that the new County league competitions would run, and whether individual members or the clubs would need to become CPSA members. NF replied that it would be a mixture of both in that if clubs were not members of the Association; they would pay an entry fee to become members of the league which would be the equivalent of membership.

It would be open specifically for 'C' class and unclassified shooters with up to one more experienced shot who could guide and advise them.

Georgie Kerr, the new part time Communications officer for two days a week, is settling in well, and is a beneficial addition to the team. She is writing the Association's own media articles, compiling the monthly e-newsletters, providing updates and reports for Facebook and is responsible for Twitter as well as communicating directly with members. She will additionally be working with the British news media so that we communicate to the wider world, and not just our own current members or others already in the sport.

Sophie Lynch, Administration Assistant replacing Tanika, is the third new member of staff and is quickly learning how to deal with member's queries. She is also hoping to attend some of our Championships through the summer and meet the members face to face.

2:2 Annual Awards NF reported that with a couple of last minute withdrawals there were 96 guests scheduled to attend this evening's ceremony which starts at 8.00 pm with the awards being presented at 9.15 pm. As there had only been capacity for 100, we are effectively full for the first event of this type. 21 nominees had been short listed, and all but two would be attending.

2:3 National Shooting Week Countryside Alliance will again be running the campaign this year. BSSC have withdrawn largely because BASC considered that there had not been a sufficient return last year taking into account the investment they had made. Our Association is not contributing financially, but will be promoting the event to all our clubs by urging them to become involved, especially in the run up to the Olympic Games when it is hoped that people will want to have a go at the sport by trying it either at the grounds or Game Fairs. RK reported that the Association was also supporting the Schools Challenge, and intends to be at the next one, at Bredon School in the West Midlands, so as to represent the CPSA.

2:4 Disability Shooting Project RK reported that he had spoken with Richard Worthington and enquired if he would like to become involved in the project. As RK had been unable to attend the last meeting, RW could have attended in his place ensuring our presence and input into any discussions. The group disappointingly appear somewhat blinkered towards clay shooting, concentrating more on the other shooting disciplines. It is intended that there will be focus sites around the country where people can have a go at both the Olympic and Paralympic disciplines. NF confirmed that he has asked the group for an increased focus on clay shooting, and also for a review of their logo to ensure it is more relevant to us. RK thought this was particularly relevant as our Association, percentage wise, has the most members. CDB enquired whether an approach had been made by the DSG regarding the introduction of a Disabled Category into our championships. RK was confident that they could be accommodated within the Sportrap discipline, but remained cautious regarding Sporting where access at some grounds can be difficult.

2:5 WWSI/Club Insurance scheme NF reported that the Club Insurance scheme had still not been received, although WWSI had said that they should be ready to launch it by this weekend. Two meetings have been held with them recently, the second of which included the scheme underwriter, Sagacor. The gun insurance option is also moving slowly, as well as Legal expenses cover for our member clubs, and we are hoping for further details on both soon. RK commented that the cost of insurance for example for one local small affiliated club from the NFU is around £2,000, and WWSI will obviously need to offer a better rate than that. The risks are low where accidents are concerned, but the risk of theft is higher. NF confirmed that we possess no data on claims of this type, but RW has been collecting information when he has been speaking to the clubs. Nick Doherty confirmed that the risk to the shooter and others on the ground is very low, but that the Association needed to collate the figures and take them back to WWSI. He suggested sending a one page questionnaire to clubs asking them what incidents they have experienced in the last ten years. RK suggested contacting the HSE who must hold relevant figures of this type, especially as it is commonly known that shooting is safer than fishing. RK added that WWSI's delay in offering this cover,

promised “very soon” some months ago, is now unacceptable and asked NF to press them for action.

NF said he had also sought views on providing an additional form of benefit to individual members when certificates are contested. It is understood that some people join BASC because legal advice is provided, and whilst there would be an additional premium payable, it would be seen as a member benefit. JO commented that he was sure this would be welcomed by licensing officers, particularly when shooters are receiving lessons, and he considered it would be an excellent benefit. RK added that ACPO have often indicated they would like tuition to become a pre-requisite to individual's obtaining a certificate. Laura Saunbury said she was receiving referrals from staff at HQ on a regular basis. Members were contacting her because police had removed their guns, and had revoked their certificates. Unfortunately as the CPISA insurance did not provide them with legal expenses, when a figure to represent them was quoted, the member had to bail out as it was unaffordable. NF said that he would pursue the matter with WWSI as a matter of urgency following a discussion the previous day between him, TRB, Laura Saunbury and Graeme Jolly re the feasibility of extending member's insurance to cover such eventualities.

2:6 British Shooting update/ England development plan NF reported that an application to Sport England for the next round of funding had been submitted and had included a 25% increase compared with the current cycle. The main funding strands of the application will relate to governance, disabled shooting, and talent identification and pathway. It had been identified that the Association may need to take RW's post back in-house for the period after March 2013. NF had received feedback that the bid was in the right ball park, and that we had been realistic in our request.

2:7 Operations Update

- i) Rule Books - Amendments to Booklets 5 and 7 should be published early April in time for the main championship season.
- ii) Commonwealth Shooting Federation (European Division) – Event is scheduled to be held in Jersey in September. Normally the three Olympic disciplines of OTR, OSK and DT are shot, but it is intended this time to substitute OTR with UTR.

2:8 Finance Update

- i) Building Societies WAH gave a vote of thanks to CP for the amount of work she had undertaken in splitting our funds into different Building Societies whilst ensuring that each was kept under the £85,000 compensation limit.

- ii) Clubs It was confirmed that Regional support cheques for Club membership have been sent to the Treasurer of each Region. Payments were broken down as follows:

North	-	£255 (51 clubs)
West Mids	-	£265 (53 clubs)
East Mids	-	£260 (52 clubs)
South West	-	£265 (53 clubs)
South East	-	£525 (105 clubs)

- iii) Small Business Relief We have once again received small business relief on our rates. This reduces our rates bill for the 2012/13 year from £4005 down to £1935.71 which equates to a 51.67% reduction.

- iv) VAT refund Following discussions with Archant re VAT we sought advice from our auditors, haysmacintyre, and then applied to Deesons for the return of VAT which we believed had been incorrectly charged on our monthly publishing fee contribution and totalled £23,208. Deesons have now confirmed that this sum has been credited back to them from HMRC and will pass it on to us.

- v) Archant CDB had received a concern from Kegworth because the price of their advertising in PULL! had doubled following the change in publisher. NF confirmed that they did not know exactly how Deesons had arrived at their charges, whilst TRB said that part of the original agreement with them had been that the Association would make up any revenue shortfall, up to a maximum of £5,000 per month, which would have offset some of the costs. JO considered it a shame that the advertisers had previously been unaware of this advantage from their point of view, and could understand their surprise at the prices now being quoted.

NF confirmed that we have signed up with Archant for a three year period but with a get-out clause on either side, in extenuating circumstances, of six months. TRB reiterated the reasons why the contract had not gone out to tender and why it had been advantageous for the Association to go to Archant, and CDB agreed that it had been the correct decision.

Membership Membership numbers for the end of January are reported as 23,832, a total of 1,000 members down compared with this time last year but it appears that member numbers may have stabilised. TRB commented that the Irish CPSA had also reported a loss of membership at their recent AGM from 1,200 members down to 700 odd.

2:9 Commercial Update

i) Membership SB reported that membership figures appeared to have reached a plateau, and was upbeat that this could now be built upon. 26 new members had joined the Association at the British Shooting Show held in February. CDB reported that he had received a complaint from a member following an incorrect Direct Debit payment for his membership. Although the arrear was only £2, the member considered that the manner in which the person at Head Office had dealt with it had been abrupt. As a result the member has left the Association. GW had also experienced a similar situation, and had considered the letter which highlighted the problem was a little harsh and not that polite. NF said that this was the first time he had heard of complaints relating to the Direct Debit situation, but he would follow it up. WAH had also received a complaint from a member regarding the number of telephone calls he had received chasing up his membership renewal, and as a consequence had decided not to do so. CDB commented that ex-members do not always feel able give the true reason for their non renewal. NF replied that the Membership Development Co-ordinator could be perceived as not carrying out the role for which he was employed if he did not attempt to contact the lapsed members.

ii) PULL! magazine NF distributed illustrations in black and white of the projected new cover for the magazine which will have 84 pages, and a different format. RK suggested the possibility of including a free advertisement page for members who have shooting orientated items for sale. NF asked if the Board would consider the inclusion of articles around shooting game as opposed to clays. WAH replied that there had always been strong feelings against this, and TRB also considered it to be a definite No. All present were in agreement with this view.

2:12 Development update

i) The first report from the new National Development Manager. RW has been out to some grounds, and had received a good reception. He is currently compiling an Excel database of all the active and lapsed clubs currently held on the Magic system, and is intending to send an introductory e.mail to as many as possible to see which details are still current and which require amending. Grass root shooting is his focus, and he has attended a forum on this subject at Sport England, as well as attending the Surrey Sports Conference in order to share ideas for promoting our sport on the back of the Olympics. He has additionally discussed the possibility of offering Associated and Affiliated clubs an opportunity to use a free website under the CPSA banner in order to give them an internet presence; an idea which RK strongly supported.

3. Cottondale Course

WAH asked the Board to reconsider the way in which the North Region had, in their view, been penalised because of a Coaching course held at Cottondale last year which incurred a heavy loss. This had been the first year that the Regions could share any surplus from the courses on a 50/50 share basis with Head Office. Previous to the inception of the Academy, the Regions had only received monies from Refereeing and Safety Officer courses, with all Coaching courses being held centrally. When the Coaching course at Cottondale last year was initially discussed, Keith Stoker had asked for a coaching budget as the North region did not possess the people required to run such a course. He therefore had to acquire suitably qualified people from other Regions in order to run it, with the subsequent result that it incurred a loss because of travel and accommodation expenses. This in turn seriously affected the amount of money that the North Region received at the beginning of this year as compared with

the other Regions. WAH therefore asked the Board, as a one off gesture, to consider recalculating the monies by taking the coaching courses expenses out of the equation for last year and sharing the remaining surplus on a 50/50 basis with HQ. He concurred that in today's economic climate the modular courses were ideal and had many advantages. Cottondale had needed to close the ground for four days, whereas with a one day course it could be fitted in on a day when the ground is normally closed. GW had spoken with Tony Higham who organises the Army courses, and it had been agreed that if Service personnel needed to come from Germany, they would have to do the Coaching course in one period of four days. Because of this, TH is prepared to accommodate, if possible according to numbers booked, other CPSA members into these four days should they not wish to do the course in the modular form.

TRB stated that, given the exceptional problems encountered in running the Cottondale course, he would support the request from the North Region to recalculate their figures, with the proviso that it would be a one off exercise. All present were in favour. It was also agreed that the recalculation of the figures would only apply to the North Region.

GW asked that if some money could in future be put aside for a Coaching budget. NF said he would look into this suggestion, and would report back to the next Board meeting.

4. DTL Angle Markers

TRB reported that this subject had been brought up again at the East Midlands AGM, and their Chairman had asked for it to be reconsidered by the Board. Neither Southern Counties, Bywell nor Bisley use angle markers largely because of problems caused on windy days. RK suggested that it could be referred to the Technical Advisory panels, but CDB replied that, whatever their recommendation, it would come back to the Board and if it was then refused, would cause an upset. TRB commented that the maximum angle allowed is 22 degrees, but most of the grounds shoot a tighter angle than that. RK observed that some grounds may not be able to accommodate the markers due to slopes, shrubs etc. WAH observed that if any changes are made to the rules, they will have to go to the ICTSC for approval because of the Home Internationals.

TRB commented that the only two grounds who can hold the 3 day DTL weekend are against making such a rule obligatory. Additionally, there is nothing within the current regulations which stops a ground from using markers, if they so wish, as it is clearly stated "*may*" use them. WAH therefore proposed that the Board's original decision remains unchanged, and this was seconded by TRB. The proposal was passed by a majority of 4:2.

5. National AGM Venue

A further issue which had been raised at the East Midlands AGM had been the chosen venue for this year's AGM. TRB explained that whereas the Regions can hold their AGM's at any venue they choose, the national AGM should be easily accessible to all the members, and is always chosen by Head Office. The decision to hold this year's AGM at Crick had not been well received by the East Midlands Regional Committee who had wanted it to be held in Cambridge, and considered that the Regional Director of the hosting region should have absolute authority to decide the venue. Agreement around the table was reached that the final decision regarding the venue of National AGMs will remain with Head Office.

6. Pre AGM Discussion

See addendum.

1200 hours:	Break requested by CDB
1215 hours:	GW left the meeting as he was feeling unwell
1220 hours:	Jeremy Beard joined the meeting
1230 hours:	NF left the room at CDB's request
1250 hours:	Meeting recommenced

1258 hours: CDB excused himself from the meeting.

TRB confirmed there was no longer a quorum so the formal meeting was ended with the outstanding agenda items being carried forward to the next Board meeting. An informal discussion then took place on the outstanding agenda items.

Strategic Plan

This is currently being prepared for periods of one year, three years and five years. RK suggested that an additional meeting, not a Board meeting day, be arranged which can be devoted solely to this subject. TRB considered an opportune time might be around June, and NF and he would consult the calendar.

Adoption of a Charity

WAH was keen that Help for Heroes should be the charity, whereas RK considered one relating to Prostate cancer was very relevant. TRB supported this view with the proviso that 5% of the membership being female we should take this in to account and RK added that Breast Cancer Research was another very worthy cause and could perhaps also be considered. NF said that we could choose a different charity each year. He stated that it would not be the Association's funds that were given to the charity, but monies which were raised from specific events. It was hoped to encourage Regions, Counties and grounds to support this idea. However, it was deemed important that a choice was made fairly quickly as we would need to communicate with the charity before a public announcement was made, just in case the charity nominated had a problem of being associated with guns.

Ground Grading Review Update

RK reported that JO had offered to assist in trialling a ground grading review visit, and WAH had agreed to do it with him. They would report back at the next Board meeting on how the visit had gone. However, RK was slightly concerned that we might be attempting to mend something that is not broken. He was aware that one of our grounds is concerned that should the new system be adopted, they might be downgraded. He had emphasised this would not be the case. Four grounds are now awaiting inspection for upgrading to Premier Plus.

Regional reports

One report had been received from the South West. RK stated that the next meeting for the West Midlands would be on Monday 2nd April.

NF requested that, if they had not already done so, the Regions forward the two names of their representatives who would advise on their behalf on the Technical Advisory Panels for ESP/ESK and DTL/ABT.

AOB

i) JJ reported difficulties in the South East Region of managing to find people willing to volunteer as the County representatives on their Regional Committee.

ii) NF reported that the final date on which scores can be used for DTL team selection was the 1st April. He had received a telephone call yesterday requesting the possibility of extending this date by a further week because of the fuel shortage. It was agreed by all present that as the scores could have been collected since last August, and as there was no longer a fuel shortage, the request should be refused.

iii) NF announced that, following a Board decision, the new England OSK Team Manager would be John Robinson.

The meeting closed at 13.15 hours

Addendum:

Pre AGM discussion (held during Board meeting on 31.3.2012)

Present:

Mr TR Bobbett	Chairman/National Director
Mr WA Heeks	Deputy Chairman/ Regional Director – North
Mr CD Butler	Regional Director – East Midlands
Mr R Kibblewhite	Regional Director – West Midlands
Mr WA Johnson	Regional Director – South East
Mr G Walker	National Director
Mr N Fellows	CEO
Mr J Offord	Regional Director Elect – South East
Ms L Saunbury	Honorary Solicitor & Shotgun Licensing Advisor
Mr N Doherty	Barrister
Ms M Voller	Minutes Secretary
Mr J Beard	Partner – haysmacintyre (arrived 12.20)

W Heeks: Is anybody going to stand against me this afternoon? (No response).

T Bobbett: Is anyone standing against me as Chairman?

C Butler: I am.

R Kibblewhite: It would have been good manners, at the very least, to have said so before now.

W Heeks: I think a vote of confidence in our Chairman is needed. I have spoken to all my Region and been requested to ask for a vote of confidence in our Chairman.

J Offord: I have no vote at the moment, but the people I have spoken to in the South East have full confidence in TB.

R Kibblewhite: I think most seem content.

G Walker: I agree with John.

W Johnson: I am also in agreement.

C Butler: I will be standing for Chairman.

W Heeks: Do you think it is wise and do you think it is good for the Association because people out there this afternoon will think that the Board is falling out again. We have had a lot of trouble during the last two or three years, and it seems to take up so much time to keep going over what has happened. We have had three occasions just recently, and our discussing things over and over again, when we should be discussing how to take the Association forward, is time wasted. Whether we like one another or not we should all be working together and move forward. Nick Fellows is now in post, and we are in danger of standing still unless we build on it. This Agenda should be full of new things, not discussing those which keep on coming up.

T Bobbett: Why, Colin, have you decided to stand now when in a discussion with me just before Christmas you said you would like to be Deputy Chairman, under me, for

a year or two to gain the knowledge and experience you currently lack so you would be able to take over as Chairman when I stood down?

- C Butler: A difficult question, but I think I can do it. I agree that we do seem to push the same things around. We seem to be going backwards rather than forward. I actually think I could bring more time and passion to the role. I have deliberated on this for weeks, months, probably a year. In two years I have learnt a lot, and looking around this table acknowledge I am still comparatively a new boy, but either I move forward now or I walk away.
- W Heeks: I respect everybody who sits around this table and is prepared to give the amount of time that is required to be spent on it.
- C Butler: I am very passionate about the CPSA. I would hope that everybody sitting around this table knows it. If I walk out of this room now I will let a lot of people down. If I don't intend to stand, then I will not come to the AGM. Do you want me to leave the room to discuss it?
- R Kibblewhite: There's no need, but I don't think you have gone about it the right way. Although you probably haven't broken any rules this is undemocratic. Most of the members won't have a vote and won't know what is happening until it is all over. I suggest you wait until next year and declare yourself in good time so that all members have an opportunity to vote.
- C Butler: I would not put myself in this position unless I believe I am capable of doing it. Bob and I have spoken, and I know his view, what do the others think?
- G Walker: I think it is the wrong time to do it, and it will be damaging. We have spent five years trying to get this ship going in the right direction. To vote on a Chairman with proxy votes is ridiculous. Proxy votes should not be open ended and should be clearly defined on what you are voting for. Did you actually inform all the members who signed the proxies that they were signing for a new Chairman? Proxy votes are not intended to be used for substantial matters such as changing of Chairman. Do the rest of the 24,000 CPSA members get a vote?
- C Butler: It is not an issue. The forms were worded in the approved format.
- G Walker: I am not prepared to go through all this again because an ego needs massaging.
- C Butler: I assure you that it is not ego. So what are you saying?
- G Walker: If you use the proxies to become Chairman, I will resign.
- W Johnson: I acknowledge the work you have done. I cannot see that you would do a better job than the current Chairman. I am also very impressed with the office situation and my fellow Board members, and generally speaking we are in good nick as we stand.
- W Heeks: I won't stand down as Deputy Chairman because it would let my Region down.
- C Butler: My Region is behind me and I would be letting them down. If I don't go for Chairman today, I will resign from the CPSA.
- J Offord: You can see the reaction to your decision to stand, you can see the lack of support and you can see one of the Director's doesn't want to work with you, but please consider this carefully. You could remain as you are and continue to represent your Region. You are very energetic, but if you carry on as you have indicated, then GW will walk away from the Board. This would be very

disruptive for the Association and the consequences for the Association are not good.

W Heeks: East Midlands Region has been having a go recently at TB and NF. Colin's Region wants him to stand for Chairman. If mine said the same I would say I could not do it, I don't know why anyone would want to what with all the time it takes. As everybody will tell you, when you are at shoots, members come up to you all the time.

J Offord: We haven't got a troubled Board at the moment so why change it.

W Heeks: If he doesn't stand his Region will ask why.

J Offord: We can all change our minds.

T Bobbett: Is it not a measure of a man to make the correct decision in a difficult situation rather than the easy decision in a difficult situation?

Noon CB requested a ten minute break to gather his thoughts.
12.15 GW left the meeting as he was feeling unwell.
12.20 Jeremy Beard joined the meeting.
12.30 CB beckoned NF from the room and requested additional time.
12.50 Meeting recommenced.

C Butler: I know that people have got feelings in here, and it has upset me because I feel so passionate about the Association. I resent GW's comments and it is certainly not anything to do with my ego. I could do a good job as Chairman and TB has done a good job. I am now in a difficult situation. I have spoken to my wife on the phone, and she has said I should not put myself through this and to go home immediately. The reason is that I care about it. For the sanity of myself I will withdraw from this meeting now and think about my position. I have noted everybody's words and I really appreciate what WAH has said. I don't believe I could become Chairman if I waited until next year's AGM. If I walk away this year, I will let down lots of people who have backed me. They will have no trust or conviction in anything I do or say. I respect TB and I know he does a good job, but I know I could do a good job also. I am in a massively difficult position. If I walk away from here today there are going to be a lot of people around the country who will say you pressured me out of it. If I don't stand, a lot of people will give you even more pressure. I have had so many e-mails and telephone calls from people who see me as the future of our sport. I apologise if people think I have been underhand. I would therefore like to withdraw from the meeting now to consider what I am going to do.

W Heeks: You go; we can carry on the meeting. You have got to do what you have to do.

C Butler: At one point I was going to resign but I need time to think and consider.

W Heeks: Nobody else can make your mind up for you.

C Butler: Nobody has pressured me to become Chairman. I am the only person who has decided upon it. A couple of things pushed me over the edge. One was the e.mail about the East Midlands AGM. It insinuated that I knew what was going to happen. I did not.

T Bobbett: You cannot deny that there were certain items raised that you were aware of beforehand.

C Butler: If I misheard what you said at the East Midlands AGM then I apologise unreservedly for saying it was not true.

We have all been to a large number of meetings where people have indicated that they will say things, but then do not. I probably did have a good idea of what might be raised. I want to do the right thing for the Association. I certainly don't think it is going to be possible to put myself forward next year. Whatever decision I reach, I will tell you before the AGM.

T.Bobbett: - pointed out a quorum would not exist if CB left and WAH said that the remaining items could be carried forward to the next meeting as no decisions needed to be made.

C Butler: - left the meeting at 12.58 shaking hands with TB as he went.
