

**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 31st July 2012

PRESENT:

Mr TR Bobbett	Chairman/National Director
Mr WA Heeks	Deputy Chairman/ Regional Director – North
Mr R Kibblewhite	Regional Director – West Midlands
Mr J Offord	Regional Director – South East
Mr KJ Newton	Regional Director – South West
Mr G Walker	National Director
Mr N Fellows	CEO

MINUTES SECRETARY:

Ms M Voller

APOLOGIES:

Mr CD Butler Regional Director – East Midlands

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 CDB.

Declaration of interest: None.

a) Minutes of the 29th May 2012 meeting:

- i) Item 17 - Regional Reports The first sentence should read: “A report from the West Midlands *and the South East* had been included in the Board pack, and KJN distributed a report he had brought from the South West.
- ii) Item 15 – Ground Grading Second paragraph, fifth line should read: “and *because* of the very prescriptive forms.”

Following the two above amendments, it was proposed by WAH and seconded by KJN that the Minutes be accepted. All present were in favour.

b) Matters arising:

- i) Item 3 (ii) England team vests RK enquired whether any progress had been made on the England team vests. NF confirmed that he and John Heading had a conversation prior to JH’s trip to Italy, but had not heard from him since his return.
- ii) Item 4 (ii) Life Disabled rate RK admitted that when this had originally been discussed, he had misread what had been proposed. He now considered that the rate of £725 might not be attractive enough for disabled members to pay as some of them may have life limiting conditions. The consensus was not to reduce rates further.
- iii) Item 14 Adopt a Charity RK asked whether a charity had yet been decided upon. NF reported that a meeting had been held with Macmillan, and they were happy to

take us on board. The charity has got publicity material they can give the Association, so it is proposed to roll it out for next year. It was also hoped to build up a picture of sums raised for charity in various ways through clay shooting.

2. CEO report

2:1 Staffing NF reported that Sophie Lynch has resigned, and it has been decided to replace her in the short term with a temporary person. It was unfortunate that Sophie was leaving but no short term problems were anticipated. It was agreed that when advertising for a replacement the wording will clearly state it is for a very junior role.

Following the advertisement of the Coach Development role 10 responses had been received. NF would view these with GW, but in the meantime the role would be covered by the Education & Training Steering Group which consists of GW, NF, Mike Williams and Tony Highams. Concerns had evidently been expressed to RK by other coaches/instructors, and NF acknowledged the need to ensure that the person selected is the right one. WAH endorsed this sentiment adding that he considered the appointment of a knowledgeable person who was based in the office was essential.

2:2 CLA Game Fair cancelled NF considered that whilst the late cancellation of the Game Fair had been very unfortunate for the Association in the loss of potential new members it had been hoping to recruit, for us it had simply been a lost opportunity with no financial loss unlike some exhibitors for whom it would have significant financial implications. Instead two smaller mini alternative Game Fairs organised at short notice had been attended, and we will also be attending the Midland Game Fair as usual in September.

2:3 The CPSA Clubman Classic League NF reported that the first fixture of the League had been held the previous Sunday in Kent, and had been attended by RW and PT from Head Office. A very good response had been received from a number of grounds, with one trade member re-joining as a ground already.

2:4 Insurance – WWSI NF was disappointed to report that there had been no progress with WWSI, despite further requests. Although a deadline of the 16th July to receive the renewal quote had been met the promise of an alternative and possibly more competitive quote had not been met to date. NF acknowledged that their service to members had been good as well as their handling of claims or queries, but their track record in other matters has not been great. He considered that WWSI had underestimated their lack of knowledge, and as a result have not readily found underwriters prepared to take on the risk. Two alternative companies are interested in quoting for a club insurance scheme and these are being considered. The reason for the move from Perkins Slade was that they were not perceived as providing a good service to the members, whilst WWSI were cheaper and their customer services appeared better. However, NF was now considering looking elsewhere for a better overall package and will keep the Board apprised of the situation.

2:6 CPSA Championship Update We are now very close to the World ESP event, and NF reported that he was very happy with the entries with three of the events selling out. Entries are also being promoted to the remaining championships with a lower rate of £10 being offered for Juniors and Colts who enter the BO ESP and/or BO STR. Two disabled categories have also been introduced in the BO STR. Whilst TRB reported that he had received positive comments for this incentive, GW stated that some shooters were not happy with the extra money which had been put into the prize funds overall by the CPSA.

2:7 British Shooting Update/England Development Plan Interviews had been held last week for the independent Non-Executive Director posts. 25 initial applications had been short listed down to 5, which included a sitting MP, and the selected candidates will be proposed to the BS Board at their next meeting. TRB considered having an MP on the Board would be extremely useful, and could prove to be a great ally to the sport, and expressed regret that the CPSA were not able to pursue a similar route following the decision against Independent Directors taken at this year's AGM.

The BBC has given an undertaking that finals of the shooting at the Olympics will be shown live, whilst regional ITV West would be filming at the World ESP. A talent identification and development system is being produced whereby talent days would be held at key grounds and attended by relevant coaches to identify future elite shooters. The rationale is that we can undertake talent spotting, see how potential elite shooters might progress, which discipline they would best be suited to etc. RK and NF will liaise to write up the plan and it is intended to enlist the support of experienced coaches such as Martin Barker and Ian Coley. It would be largely centrally funded, through either Sport England or a combination of CPSA and/or sponsor funding. NF has spoken with Lyalvale Express already regarding possible cartridge sponsorship.

2:8 **Post Olympic Promotion** HQ will be working with the clubs and grounds in order to capitalise on the interest and post event euphoria which is expected to follow from the Olympic Games, particularly in the sports which achieve medals.

3. Finance Update – C.Pierre

i) **Membership** Membership numbers are now 23,568, a decrease of 125 members compared with last month. Club membership is now 359, with one more club than last month.

ii) **Championships** The BO ABT and DTL weekend which were held in June had both had entries figures which were below budget. CP therefore queried whether there was a case for the ABT to be downgraded to a Minor championship instead of a Major, particularly in view of the falling number of entries over the last three years, i.e. 2010 151, 2011 113, and this year 87. The general consensus, after discussion, was that it would remain as a Major championship for next year. In reply to a question from RK, CP confirmed that the EO OTR is a Minor championship.

iii) **Life memberships** CP reported that these had proved very popular this year, and were good value compared with BASC Life membership which is £1350. RK raised his concern regarding the sum previously agreed for Disabled Life membership. Possible future rate changes were discussed for the different types of Life membership, and the impact that Life membership contributions will make to our annual income if the current upward trend is maintained and the total overall membership figures continue to fall.

iv) **Insurance** A renewal quote had been received from WWSI, but an element had been missing from it, and although this had been pointed out to them, nothing had been heard since. An alternative provider has proposed a good Club insurance scheme, part of which would pay for legal advice.

v) **Income** Sponsorship has been received from Edgar Brothers towards the World ESP and the BO ESP events. The VAT refund of £22,900 has also finally been received from Deesons.

4. Operations Update – S. Oldman

i) **Staffing** SL is leaving on the 3rd August, and a six month temp will be sought.

ii) **IT Update** SO, NF and PT have held meetings with a number of prospective providers. Two companies have been shortlisted. One company is based in Leicester and the other which have already developed a very impressive membership system for a “not for profit” organisation is based in London. A final decision will be down to detail and costing. NF confirmed that they did not want to be tied into one organisation should a problem arise.

iii) **Facilities**

a) SO was encountering difficulties in finding surveyors who were willing to attend to carry out the Building Maintenance Survey, but he will continue with his search.

- b) The new telephone system has been installed which is capable of integrating with the proposed IT upgrade.
- c) The burglar alarm functionality has been improved, further enhancing the security of the building.
- d) Internal redecorating of corridors is in hand.

5. **Commercial update – Simon Barber**

- i) World ESP event SB distributed the World ESP booklet which had been produced by Archant in A4 format. He also confirmed that quality trophies had been purchased, and the sponsors of the event were happy with everything to date. He has commenced work on the programme for the BO ESP with trade members expressing more interest than they had at the World event. The reasons given for not attending the World were that they could not afford the time, and were also concerned about the set up between the different sites. TRB confirmed there would be minimal parking at Sweetslade for competitors and NF said that the trade stands would be situated in the central area. Parking in the field was considered an issue in view of the recent bad weather so an off-site location with shuttle buses would be used.
- ii) PULL! RK was of the opinion that gun test reports on expensive guns was not what was wanted in the magazine according to the feedback he had received from shooters, many of whom can hardly afford their membership. KJN also reported on the frustrations he had encountered when dealing with Archant including a telephone call requesting a report, with photos if possible, of a recent championship he had held, whilst Archant were not prepared to send anybody to the event themselves. TRB also reported a problem that was being experienced by deliveries of the magazine to the Irish Republic which were arriving four weeks late, whereas a letter is delivered within 2-3 days. SB replied that the problem was compounded by the fact that the ROI has no postcodes. It had been decided to trial alternative methods of delivery for the September issue whereby they will be extracted by Archant and sent Par Avion. In addition magazines would be despatched to five targeted members from Head office via normal post, and subsequent comparisons made in the length of time taken for them to arrive at their destination as compared to the Archant route.

6. **Amity Agreement**

TRB reported that a meeting in Mid Wales, the day prior to the International Clay Target Shooting Council meeting, had been held specifically to discuss the future working of the Amity Agreement. The council decided after much discussion to introduce a Bye Law to the Council regulations stating:-

“This agreement is made between the member countries of the International Clay Target Shooting Council (ICTSC).

Each ICTSC member country has its own disciplinary rules and procedure.

Where any ICTSC member country suspends or bans a member of its organisation that country shall request the other ICTSC member countries to apply the suspension or ban at any and all their events.”

The Bye Law will allow each NGB to decide whether to ban a member banned by another NGB based on the individual merits as the former NGB sees them rather than be expected to automatically ban the member as had been the previous practice. RK stated that we could not be expected to accept an agreement whereby we cannot make our own decision, and this new bye law leaves us with total discretion.

7. **Team Selection L/J/V**

TRB explained the essence of how the current ranking system for team selection could be changed as had been suggested by some members. TA confirmed it will not make any difference to whom ultimately makes the team, but it will make the process more involved. After a short discussion, it was agreed to leave the system as it currently is.

This raised the subject whereby, under the current system, members can only choose one team on their application form, and it was suggested that the teams could be selected without having to tick the box i.e. could shoot in either Vets or Ladies for example. Various scenarios were discussed including putting the rankings on to the website in advance of the forms being completed. The overriding objective is to ensure the best shooters are selected to make up the team. RK proposed that the application form be changed whereby the individual can tick all the categories they are able and willing to shoot in. This was seconded by KJN with all in favour except WAH.

8. DTL Selection Shoots HCIT

NF requested the current format of the selection shoots for DTL teams be reviewed as the cost of travel to these is an issue for some members. Currently a shooter has to submit 400 targets from 3 different grounds, and NF proposed that this is amended to the Dougall and the English plus one other. If the DTL weekend was held at Southern Counties, then an additional 200 bird shoot could be held in the North, and vice versa. There could be an option to shoot one in the middle of England rather than the North or South. KJN suggested that invitation shoots for both DTL and ESK should be dropped, whilst RK had likewise received a suggestion that the invitation part be dropped, and going for 4 selection shoots including the EO and Dougall. It was agreed to refer this to the Sub Committee for further consideration.

9. County/Regional Teams

The current rules state that Regional teams have to be notified to Head office 14 days in advance of the event. As all the shooters apply individually for entry to these events, it is extremely difficult for the Regions/Regional Secretaries to know who exactly has booked in until the day prior to the competition, particularly as the grounds continue to accept entries after H/O had closed its acceptances. After discussion it was agreed that in future these Regional teams, plus County teams for the National Inter County events, could be notified directly to the ground any time prior to the commencement of the competition.

10. Championship Promotions

TRB and WAH were in agreement that the CPSA Minor championships were not promoted enough by HQ or in PULL! magazine. It was agreed by all that details of same should be inserted in PULL! in a larger and more prominent format, and NF agreed to convey this information to SB.

11. Footwear Policy

TRB raised the issue of open topped footwear, i.e. sandals, flip flops etc, which he had witnessed at recent Championships. Unlike the international disciplines these items are not currently included under the dress code rules (Booklet 5, Section 18.3 Dress Standards) which are applicable to all CPSA events. After discussion it was agreed by all to ban sandals, flip flops or any other open type shoe w.e.f. 1st January 2013 and for the rule book to be amended accordingly

Action: NF to inform SO

12. Premier Plus

WAH enquired, on behalf of the North Regional Committee, why so many Premier Plus grounds did not hold registered shoots. TRB replied that it had not been a criterion when the standard was originally awarded, but agreed that it should now be included. When the possibility was mentioned of removing Premier Plus status from a particular ground, GW stated that if this action was taken against one ground, then all the grounds that also held the standard but failed to hold registered competitions, should be treated likewise. TRB raised the previously discussed subject of introducing a new Prestige status which he now

considered would complicate things even more. Various grounds were discussed as to who might or might not be suitable for upgrading from Premier Plus. RK distributed the first draft of the Ground Grading criteria for consideration which TRB agreed was a more workable document than before. TRB suggested passing the possibility of Prestige status back to the Ground Grading group for their views on this, as well as Premier Plus grounds that hold registered competitions and those that do not. All in agreement to do this.

13. Board Meeting Minutes

Following recent events, GW suggested the possibility of digitally recording all meetings as this would negate the current situation regarding what was, or was not, said etc to a Director at the Pre AGM Board meeting. RK immediately supported the proposal indicating he had suggested same shortly after becoming a director in the belief it would assist in avoiding possible ambiguity. All agreed with the suggestion, and NF was requested to source a suitable recording device.

14. 1/3/5 Year Plan

Following the postponement, due to other diary commitments, of the meeting arranged for the 10th July, TRB asked for suitable dates for its rescheduling. JO considered that it needed to be dealt with separately from Board meetings, whilst GW felt that the Directors could channel their thoughts to NF for him to collate. RK considered it important that the Directors agreed on their vision for the Association, and only a dedicated meeting could produce this. The date agreed upon was Monday 8th October which will be followed by the Board meeting on Tuesday 9th October (rescheduled from Tuesday 2nd October).

15. Commonwealth Games 2014

RK enquired how the team to represent England in the 2014 Commonwealth Games is to be selected. WAH replied that this was previously done from the ISSF GB rankings, which KJN considered the fairest process. It was suggested the team selection could be based on the BICTSF rankings with a cut-off date of November 2013 which would leave nine months of preparation before the games. NF has stressed the need, with both BICTSF and British Shooting, for there to be one clear and transparent selection policy and process for shooters, encompassing home country, GB, Commonwealth and Olympic Games and BICTSF and BS have agreed to meet to discuss this shortly. Some funding for final preparations may be available from Sport England (through ETSF) for the last year prior to the event.

16. Items in CB's Regional Report

i) National Intercounties All Round Competition It had been proposed holding an All Round Championship in addition to the current four disciplines which form part of the annual National Inter Counties events. KJN considered it to be a good idea, but it would depend on the cost of supplying the badges, trophies and medals, and how well the Association advertised it. After discussion it was agreed by all to trial it in October 2013.

ii) Re-entry at a registered shoot CDB had also requested consideration of allowing shooters to shoot a registered shoot more than once (i.e. re-entry) with the only proviso being that the first score be used for the registered competition, and the other scores only counting towards the shooter's average. At the current time the Shoot program is not able to accommodate this proposal as it does not allow a shooter to enter the same competition more than once. WAH also did not think that many shooters would remain at a ground if they could not win anything. The cost of modifying Shoot to be investigated.

iii) English Skeet rule change It was agreed that there was a need to clarify exactly what CDB was asking to be changed within the current ESK rules. To be deferred to the next Board meeting.

17. Correspondence

None.

18. Regional Reports

Reports had been included in the Board pack from the East Midlands, West Midlands and the South East. KJN distributed a report by hand from the South West.

19. AOB

i) JO had been approached by a member within his Region suggesting it might be possible that a £1 levy per member from the membership fees received by HQ could be returned to the Counties pro rata for the benefit of the County Committees. It was pointed out that this would cost the Association in the Region of £24,000, a not inconsiderable sum, and would need to be budgeted for carefully particularly with membership rates falling. All not in favour of progressing this suggestion.

ii) TRB had attended a Federation meeting in Mid Wales the previous weekend. French Polynesia (Tahiti) had now joined, and it was decided to drop skeet from the Championship rota due to the different versions shot in the various countries which belong to the Federation. In 2013 the ESP will be held in Ontario, Canada and in 2014 the DTL will be in Hamilton, New Zealand. In 2016 the DTL will be held in England. Team funding for various future events was discussed and there was agreement, in principle, by all present to supply funding, however, the sums could only be agreed after a review was carried out on what the Association could afford going forward.

iii) NF had received a message this morning from FACE UK regarding the lead shot issue. He had previously been involved in a telephone conference call with Lord John Gardner from the Countryside Alliance who heads FACE. FACE Europe is the recognised body liaising with the European Parliament on lead, and membership is by subscription. NF was not sure how much the membership fee was, but would estimate it at a few thousand pounds. TRB agreed that it would be worth pursuing, but it would depend on the actual subscription fee.

The meeting closed at 3.20 pm

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