

**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 8th October 2014**

PRESENT:-

Mr T R Bobbett	(TRB)	South West Regional Director - Chairman
Mr W A Heeks	(WAH)	North Regional Director - Deputy Chairman
Mrs C Cannon	(CC)	Independent Director
Ms M Conway	(MC)	National Director
Mr D J Jellicoe	(DJ)	National Director
Mr J Kitson	(JK)	West Midlands Regional Director
Mr B Moorhead	(BM)	Independent Director
Mr J Offord	(JO)	South East Regional Director
Mr N Fellows	(NF)	CEO

MINUTES SECRETARY:-

Mr S C Oldman

APOLOGIES:-

Mr G Walker	(GW)	National Director
Mr P Simpson	(PS)	East Midlands Regional Director

QUORUM:-

The meeting opened at 9:30 and a quorum was declared present

DECLARATION OF INTERESTS:-

None

MINUTES OF THE BOARD MEETING 30th JULY 2014:-

Minutes ratification proposed by WAH and seconded by JO. All were in favour.

MATTERS ARISING:-

MC gave an update on the formation of the ABT Sub-Committee advising that Alison Dupree was assisting but that it was proving difficult to recruit members willing to sit on it. However we may have to wait until the next ABT major before reporting any further. WAH and JK reported they were having similar difficulties for DTL and ESK. NF informed JK that Mark Lewis had made contact. JK agreed to follow this up. TRB requested that Kate & Nick Marsden and Paul Fallon were contacted again by JK.

TRB requested that JK arrange his induction day at HQ for the day before the December board meeting.

It was noted that the cover provided by our Licence Revocation Insurance appeared to be better than that offered by BASC. Two claims are being progressed.

ESP Subcommittee:

DJ advised he would continue to chair the ESP Sub-committee until PS had recovered from his current illness, at which point he had agreed to take over.

ACTION LOG:-

It was agreed that the 'EMRC Debt' has been dealt with and should be removed from the action log.

MC to discuss ESK Major Championship sponsorship opportunities with John Walker, who has indicated in the past he could help. This is also to include looking outside of the gun industry. CC requested a list of current sponsors to help in her work with AM.

NF had been previously requested to follow up with our insurers the enforcement of PPE at non registered shoots. NF had been advised that non wearing of PPE would be a contributory factor in any claim but it was unreasonable for it to be enforced as a rule.

NF had drafted a letter to Region/County secretaries regarding the review of the By-Laws. This is to be issued as soon as possible.

The clarification of ESP rules regarding the viewing of targets will be taken to the ESP sub-committee in the next couple of weeks by DJ and to be reported back to the Board in December. Some discussion took place around this subject.

The setting up of an ESP Championships Sub-committee for 2015 was discussed. DJ and WAH agreed to attend/chair this. Some suggested names were Richard Faulds, Ed Solomons, Dave Wincott, Tom Jones. It was agreed there would be one initial meeting and discussion subsequently by email if possible. WAH advised that the highest BO ESP entry was when it was un-squadded. NF was not comfortable with an un-squadded format. MC advised that Barrow Heath can do it for 350 shooters in a day. It was agreed that this would be discussed at the sub-committee when set up and was also taken into account with the ground tender process.

It was agreed that a reminder needs to be sent to all our shooting grounds of the need to enforce the wearing of glasses at registered shoots. SO agreed to do this with an email that is issued regarding the shoot program update that is normally sent on a Friday.

The date of the 2016 WESP at E J Churchill's should be confirmed as soon as possible. It is hoped to be before mid June.

It was agreed that when the next rule book changes are made and new rule books are produced all referees will be written to and provided with list of changes and sent a hard copy of the new book. It was also agreed that Booklets 5 and 7 would be merged into a new Booklet 1. This would be available by the end of March 2015.

JK agreed to continue to approach shooting grounds with the aim of them providing coaching days for youngsters. He advised that Mill Ride was an option and he was starting locally in the West Midlands.

A discussion took place regarding the inclusion in the planned revision to the Region & County By-Laws for an independent review of accounts by an examiner, rather than a qualified auditor. It was agreed that such an examiner should be checked/approved by the Board for regional accounts before appointment.

Discussions and set up of a charitable trust are on-going. Current recommendation is a Ltd Company with charitable Status. NF & BM continue to progress this.

The request from ICTSF for assistance with writing the contract with Australia / South Africa for Worlds events had been received by DJ. It was agreed that this should be reviewed by DJ/CP/SO with either PT or CA.

CEO UPDATE (NF):-

At the end of a particularly busy season we have held 15 major championships since the end of April including two World Championships, A European Championship and three Home International Tournaments. However, attention is now turning to planning for next year and beyond.

Some changes to staff duties were discussed to ensure effective cover is in place due to staff either going on, or returning from, maternity leave.

The provision of all of our insurances are now with one broker (Romero Sports Insurance) and part of this agreement is a three year deal to avoid premium increases on our main insurance, subject to certain claims conditions. We are also now six months into our legal expenses cover for licence revocation and understand there is currently only two or three cases so far this year that have been taken on by the insurers. MC requested we state in all our literature that this cover is 'Included' rather than being 'Available' which is potentially misleading - NF to review this with AM. It is also confirmed that our coaches & instructors etc have full insurance cover in place and that NF is drafting an explanation document for them to support this. This insurance now also includes a specific extension for judges and jury members. DJ advised of a previous issue with a jury at a shoot imploding due to threats/concerns of possible action. Having such insurance in place was a positive step. MC suggested an explanation of the cover provided to our coaches, instructors and jury members etc should be prominently printed in Pull!

It is pleasing to report that entries to most of our major championships have seen increases year on year and some significantly so. One exception was the EO ESP held at Southdown only three weeks after the World Sporting at Churchill's. Entries were down on the previous year at Doveridge but up on the previous year to that, also held at Southdown and significantly up prior to that held at Southern Counties.

The main discipline that is in decline is ESK. JK was asked for his view and he thought that accessibility and facilities were the main reason. NF advised that ESK championships were held on a rota basis and we are therefore currently tied in to that. New shooting grounds should be encouraged to join the rota.

A general discussion for all championships then took place around such topics as location, use of motorway network, fuel costs, and the fact shooters will travel if an event is at the right ground. It was agreed that it would be difficult to balance the rota with these other considerations.

There had been some concerns raised recently regarding the effectiveness or not of the current classification system, particularly regarding the difficulty of a sporting course. i.e. if a course was hard or too easy then classifications could be unrepresentative. One option would be to reference all scores in all registered competitions in relation to the high gun score for each event, helping to neutralise the effect of easier or harder grounds and providing a realistic view of a member's ability to other shooters, which is what the classification system seeks to do. An alternative could be to use a handicapping system for the degree of difficulty of a particular shoot, giving members a better idea of whether a ground is running a tough course or a more forgiving one, ensuring the appropriate expectation is set before arrival at the ground. MC had been asked by TRB to do some mathematical calculations and advised these options could make the situation worse. ESP depends so much on who is at the shoot and there are too many unknowns for ESP (unlike the Skeet and Trap disciplines). MC advised that the current system had fewer faults. Various options and pros & cons were discussed, including the need for an appeals procedure for both members and grounds disagreeing with the level of handicapping decided upon. Such a system could also impact on a ground's entries and their reputation. It was agreed that there would be no changes made to the current system.

Commonwealth Games 2014 was a major achievement for English shooters in all shotgun disciplines and the programme orchestrated by John Robinson was a great success and we should look to engage a team leader to fulfil a similar role at an early stage for 2018. We were able to cover all team costs from the funding made available to ETSF by Sport England this year and SE have been thanked for their support. 2018 at Gold Coast, Australia will be quite a different challenge.

The Target Tokyo Project is on-going. JO advised that he was attending the talent day at Nuthampstead this coming weekend with 160 shooters being assessed.

The next three year term for the publication of Pull! magazine with Archant Dialog had been agreed by the directors and NF/AM were in discussions with the publishers regarding the potential to generate additional revenues in the future.

FINANCE UPDATE (CP):-

CP gave an outline of the current forecast for 2014 and answered various questions on specific topics including Home Internationals, IT and Pull! costs. An explanation of current membership numbers was provided and subject to changes for the last two months of our financial year they were down by a total of 260. NF advised of the need to keep the membership fee for Clubman down due to the disproportionately higher drop-off in member numbers this year but that it does need to cover its costs. It was encouraging to see that the promotion to get Clubman to upgrade to full continues to prove a success. The new company pool car was also helping to reduce costs due to the reduction in private mileage payments and no excessive repairs and maintenance for the old Discovery. Directors agreed the forecast for year end 2014 was encouraging.

Discussions took place around a number of scenarios for the 2015 budget although NF pointed out this was still work in progress.

A question was asked about including Licence Revocation Insurance for Clubman members. It was agreed that we continue to strive to enhance the benefits of full membership and it is far better to encourage Clubman members to upgrade if they want such cover. It was agreed that we need to promote this cover more.

OPERATIONS UPDATE (SO):-

Due to a recent holiday an Operations Report was not provided, however SO asked if anyone had any questions. None were asked.

COMMERCIAL UPDATE (AM):-

AM was asked about plans for membership growth and explained there were currently a number of ideas being developed and would take into account the recent Mosaic demographic analysis of our membership due to be available very soon. It was pointed out that membership growth is down to "all of us" and all teams and not just AM's team. An internal meeting is being arranged to discuss how to use the data and to identify any anomalies with PT's assistance. NF welcomed input from CC to progress discussions with non-members. NF explained the idea behind the 'Speedo Fit App' and its success and how a similar App for us could help develop and progress the association to attract non-members and retain existing ones. It could also be of benefit for grounds and clubs. MC and CC agreed that this should be investigated and that also a fun side should be added to the App, i.e. a shooting game. MC also suggested that we look closer at the revised CPSA system developed by David Christensen. CC agreed it was great that we are now looking at demographics and this should help us to find gaps and bring all our communications together. DJ advised that he had received positive feedback from sponsors regarding our support and their successes. AM advised that more activities were planned. NF advised that we need to break out of the industry to gain greater sponsorship opportunities. JK asked about our attendance and costs at the

Midland Game Fair. AM advised that we broke even and that our costs were less than previous years as we only had a stand near the clay line with minimal staff.

DEVELOPMENT UPDATE (RW):-

RW gave an update on the grounds/clubs recently contacted and visited to progress bringing them on board to include registered competitions. These are progressing well, with the added possibility of one of them tendering for an ESP major in 2015. The BUCS (British University & Colleges Sport) committee, of which BM advised he was a member, together with the student discounted membership scheme was discussed and all agreed was a positive promotional step for our sport. There could be other interested parties connected to BUCS and it is a significant potential resource for membership growth and development. Bisley Shooting Ground had now held a successful first registered ESP, which was well attended. We had also assisted with the marketing of this event. RW was also in discussions with the Cadet movement which has a potential shooting audience of 140,000. An open discussion took place which also included starting discussions with the TA and charities (i.e. Help for Heroes), who may want a clay shooting competition organised in the future. It was also agreed that we should aim to get clay shooting added to the next Invictus Games. Kelbrook Shooting School should be contacted regarding holding registered competitions and The Shotgun & Chelsea Bun Club should also be contacted to discuss membership and events.

OTHER AGENDA ITEMS:-

Strategy Sub Committee:

This subcommittee previously included Bob Kibblewhite, so a replacement was needed. Following discussions it was proposed to invite CC to join who was pleased to accept the role and looked forward to working in a strategic capacity for the Association. It was also agreed that as and when additional resources are required for specific tasks or skills others can be co-opted on to the sub-committee.

Team Sizes – Home International Tournaments:

A number of discussions took place regarding a request to introduce a ‘Super Vet’ category for 65 and over. This was raised at the ICTSC meeting in July with a request for each member association to take back to their own Boards for discussion.

Various scenarios were considered, including a different age of 70 not 65, how this could impact the veteran age for our Home Disciplines, and the narrowing of the age bands. The main discussion however was around whether the team size should increase or stay the same and if the same how the numbers per category for each discipline should be amended. This topic also prompted a discussion regarding the size of the DTL team. It was agreed this was historical, however costs were disproportionate for DTL and it was agreed that we should propose to the ICTSC that the DTL team size be reduced to bring it more in line with the other disciplines. Options regarding the funding of teams was discussed and whether it would be fairer to have a fixed payment per discipline irrespective of team size. A question was also asked regarding our membership categories and whether or not these should also be reviewed. It was proposed and agreed to inform the ICTSC that we do not want a Super Vet category and to advise them that the DTL team size is disproportionate. TRB to take this decision back to the next council meeting.

Rules – Count Back:

A request had been received to consider using the ‘Count Back’ system format Major, Minor, Nat I/C, Regional & County level championships. Various options and scenarios were discussed with all agreeing that rules should be changed to allow Count Back in various situations including when neither tied teams, nor individuals, are present for a shoot-off. If, in the opinion of the Jury, it is unlikely that a shoot-off can be arranged within one month then ‘Count Back’ will determine the winner.

Booklets 5 & 7:

It was agreed that Booklets 5 (General Rules and Regulations) and 7 (Technical Rules) would be merged into one booklet for 2015. Each discipline would be in one section with the discipline name at the bottom of each page. This amalgamation would be completed in time for issue in March 2015 and would be referred to as Booklet 1. All agreed.

Raising our profile:

It was requested that all members of the Board give thought to this and are requested to report back at the December Board meeting.

CORRESPONDENCE:-

A question had been received from a member regarding the organisation of Staffordshire County Committee championships. A reply had been sent confirming this was a County Committee matter and not one for the Board.

AOB:-

Information flow:

It was advised we need to consider how information for new members is passed down to county level to allow County Committees to follow up and make contact etc. Part of the plan for the new membership database will allow for County Secretaries (or one other nominated person from the committee) to email members in their county, via the database, without being given the individual member's email address, thus preserving data integrity but facilitating communication.

New Membership Database Development Project:

NF gave an update of the lack of progress regarding the Magic replacement project and the on-going failures by the developers. Three options were on the table for NF to consider as follows: Take what they have done to date and continue the development with someone else, develop it in house, or request our deposit back (£24k) and start again. NF to review options with PT/SO and report back.
(Post meeting – it was decided that we would request the deposit back based on not having a useable product/system. The developers agreed to this and the £24k was refunded in full on 10/11.

Match Funding:

GW, via a memo to TRB, requested the Board consider resurrecting the regional match funding project. Budget and various options were considered including an ad-hoc project being put forward by a Regional Committee in advance of a project start. It was agreed to be a good idea subject to certain constraints. Projects must have the aim of attracting new members and each project coming to the Board would be considered on its individual merits. It was agreed that a match of up to £500 would be made available.

National I/C All Round:

The results from this event needed to be corrected and it was agreed this would be discussed and resolved after the main Board meeting.

Sponsorship Opportunities:

It was agreed to provide directors with a list of current sponsors showing a breakdown of money or in kind to assist/help with obtaining more sponsorship opportunities.

List of Shooting Pseudonyms:

It was agreed that a list of shooting related pseudonyms should be published on our website.

National I/C ESP:

A question was raised regarding the National I/C ESP where Ladies were asked at time of entry if they wished to enter class or category. All agreed this should not happen and NF to write to the ground owner.

ACPO Campaign:

NF reported that a campaign was imminent by ACPO regarding a public appeal to report any suspicious behaviour or security concerns that may relate to guns. It was to be a national process and would encompass unannounced police visits but they would need specific reason. NF has discussed this with BASC. Based on stated evidence advice would be to let them in and co-operate. It was clear that the government machinery was behind this drive. A 'Crimestoppers' promotion would be used to launch a firearms hotline. NF would copy the paper to the Board but it was pointed out that this was confidential at the moment. NF was also attending a BSSC meeting the next day and would report back. It was agreed that we can only co-operate.

Clay Shooting TV Interview:

JK asked about comments by NF in the interview regarding medals being won by chance published in Clay Shooting Magazine. NF confirmed that the interview was shown in full on Clay Shooting TV and that some had clearly misinterpreted or misheard the meaning. NF had no intention of replying to the complainants and it was agreed that the article was positive and we just need to advise people/members to listen to the full article.

~~Meeting Closed at 16:05~~