

**MINUTES OF THE 70th ANNUAL GENERAL MEETING OF
THE CPSA**

**HELD AT THE HOLIDAY INN, GREAT BARR, BIRMINGHAM
ON SATURDAY 4th MARCH 2006 AT 2.00 PM**

Present:

Mr W A Heeks	Acting Chairman & North Region Director*
Mr P J Boakes	Chief Executive
Mr T W D Blaney	National Director
Ms M Conway	National Director
Mr N T Bough	National Director
Mr A J Kirkland	West Midlands Region Director
Mr K J Newton	South West Region Director

In Attendance:

Mr B D Curtis	(East Midlands Region Director)**
Mrs T Meston	(South East Region Director)**

** Elected unopposed. Tenure to commence following the AGM

Mr J Perry	Operations Manager
Mr G Dorrall	Technical Officer
Dr D Jolliffe	Marketing Manager
Ms R Duvall	Membership Development Officer
Mr J Parks-Young	Courses Manager
Mr G Davis	Hon. Auditor
Mr M Martin	Hon. Solicitor
Mr R Doubleday	Hon. Insurance Advisor
Mrs L Penrose	Minutes Secretary

50 Current Members of The Association were also in attendance.

Note: These Minutes are not intended to be a verbatim record of proceedings.

1. OPENING REMARKS

The Vice Chairman opened the meeting at 2.00 pm and welcomed the members present. He apologised on behalf of the President of the Association, Ms Kate Hoey MP, who regretted she was unable to attend due to campaigning for a forthcoming election. It was recognised that it was very important that Ms Hoey and other supporters of shooting remain in Government to speak on our behalf and her apology was accepted.

2. OBITUARY NOTICES

During a silent tribute by those present, Obituary Notices were read by the Chief Executive, recording members and friends who had passed away during the preceding 12 months

3. APOLOGIES FOR ABSENCE

Apologies were received from Kate Hoey MP, Brian Carter, Sandie Buckler, Jack Sparrowhawk, Jane Rowland, Michael Weight, Peter Carsons, Bob Kibblewhite, Mike Williams, J D Halfacre, M A Halfacre, S J Halfacre, A M Halfacre, Ian Coley, Judi Dorrall, John Hall-Say, Tony Benson, Dan Kerwood, Paula Watkins, Lynne Fearn, Carl Fielding, Chris McVerry, Nigel Hurst, Katie Foster, P Willane, Martine Harding, Tim Guyatt, Paul Brown, John Bidwell, Wallace Sayer, Kathleen Sayer.

4. TO CONFIRM THE MINUTES OF THE 69th AGM

The Minutes of the AGM held on 5th March 2005 had been published in PULL!

Mr C Hames (84649) asked for an amendment to the Minutes i.e. to accurately record the correct spelling of his name. In addition, the fifth para. in Any Other Business was incorrectly minuted and should be replaced with "Mr C Hames (84649) said that when shooting All Round as a discipline, a large number of shooters do not use the bins provided during shooting the ABT layout, this constitutes a danger as the shooters are continually moving from peg to peg with a loaded gun. If spent cartridges are lying on the concrete there is a potential danger of a shooter slipping with a loaded gun. Could we introduce a policy?"

A further amendment was requested by Mr Joe Kitson (2540) concerning item 10. Election of Chairman. The Minutes stated that Mr T Brazier was proposed by Tony Heeks and seconded by Joe Kitson. The amended Minute

should read "Mr T Brazier was proposed by Joe Kitson and seconded by Derek Wilson".

The Chairman signed the amended minutes.

Acceptance of the amended Minutes was proposed by Ms M Conway and seconded by Mr P Bowden Smith (89646). This was followed by a show of hands and the unanimous agreement of the members present.

5. MATTERS ARISING FROM THE MINUTES OF THE 69th AGM

Mr C Hames (84649) said that "under 07 Board Business: The first paragraph states Publication of the Board Meeting Minutes in Pull Magazine and on the web site will continue. Can we please be informed why this is not the case and the last minutes on the web site are dated July 2005 some 8 months ago". Further, Mr Hames said "under 15 – CEO Report, the Five Key Issues that drive the management and direction of the Association are No 2 Communication – efficiency and effectiveness of information flow". Mr Hames asked "what has happened to this information flow"?

The CEO replied that this had been put into practice by our previous Chairman, Mr Tony Brazier, who used to publish the Minutes on the website. Unfortunately, when he had to resign his position on the Board due to ill health, the practice of publishing the Board Minutes was not continued and we must apologise for this oversight and will resurrect it this year.

Mr Hames stated, "referring back to my incorrect quotation regarding cartridge disposal at the ABT layout on an All Round Discipline, it was stated that the CEO promised to look at this issue! Could we be informed of the outcome?"

The CEO replied that this issue had been discussed at Board level, where it was felt it was for the Shooting Grounds to resolve the matter and that Regional Directors were to progress this.

Mr P Green (43292) said that in the Obituaries, the name of P J Underwood should have read 'Keith Underwood'.

6. REPORT FROM THE CHAIRMAN OF THE BOARD

The Chairman's Annual Report, prepared by the Vice Chairman had been published in full in the March edition of PULL! Mr Heeks invited comments and/or questions. There were no comments or questions on the report.

Mr Heeks thanked The Board Members for their assistance and hard work this year, particularly since the unexpected resignation of our past Chairman, Tony Brazier, due to ill health. Thanks were also extended to Michele Conway for her three years as a National Director. Mr Heeks added that he was very sad that she was unable to continue in this position due to work commitments. Similarly, it had been sad to lose Dave Peckham part way through the year, who found it necessary to resign due to work commitments.

Mr Heeks made the point that the Head Office staff worked extremely hard and expressed the opinion that communication with our members and the public is continuously improving. Our web site is highly informative and user friendly.

John Perry and Danusia Jolliffe were thanked for their specific involvement in the successful sponsorship deal with Mitsubishi which means that from April 2006 we will have a vehicle on loan for twelve months, complimenting the new trailer acquired for use by our Membership Development Officer. A temporary vehicle has been loaned to us during the interim.

In concluding his address, Mr Heeks said he would also like to thank the members of the Association. There have been very few complaints over the past twelve months which indicates that we are delivering the services required and expected. It was confirmed that if members speak highly of the CPSA, it will encourage more clay target shooters to become members.

Mr G Tidiman (58692) enquired whether Mr Brazier had recovered from his operation. Mr G Cave replied that he had seen Mr Brazier about two months ago and in fact an operation had not been necessary as appropriate medication had been prescribed.

7. TO RECEIVE AND ADOPT THE ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDING 30th November 2005

The Annual Report and Accounts had been published in the March edition of Pull! The CEO apologised for the fact that this information had been published a little later than usual, but this was due to the AGM having to take place early in March this year as a result of the CEO's presence being required at the Commonwealth Games and World DTL Championship. However, the accounts were signed by the Board on 2nd February 2006 and

details of the accounts have been available at Head Office since that time and copies were issued to each Regional and National Director.

The CEO asked for a proposer and seconder to accept the Annual Report and Accounts for the year ending 30th November 2005. Mr G Tidiman proposed and Mr N Redman seconded. After a show of hands the Annual Report and Accounts were adopted. The Chief Executive asked the Hon. Auditor, Mr G Davis, to answer any queries on the Accounts from the members present.

Mr C Hames (84649) stated “under 2 Staff Costs: It is stated the average number of staff increased this year from 9 to 11. Presumably this includes John Perry who was only included in these costs for nine months of this financial year, (commencing with us in March 2005)”.

He continued “the actual wages, salaries and social security costs have risen 29.5% which appears excessive. Mr Hames went on to say “last year our staff costs represented 30% of our turnover and although our turnover has increased by 12.5% our staff costs now represent over 35% of our increased turnover”. He felt that this was becoming disproportionate to our turnover”.

Mr Davis thanked Mr Hames for his comments and opinions and replied that he could only confirm that the figures are accurate and could not comment on the level of salaries being paid as this was a matter for the Finance & General Purposes Committee. However, membership of the CPSA had grown from c.19,000 to well over 25,000 members since the move to Bisley and the CPSA is very much a staff-related business.

The CEO added that prior to the Association moving to Bisley from Corby, we were paying disproportionately low salaries when compared to the salary levels necessary for the new location. Attempts were made to secure staff at the same salary levels but we were unable to sustain the quality and continuity of staff required. We have therefore had to increase salaries and benefits to meet our requirements and local staff availability. There is in addition, the need to employ additional temporary staff during busy periods (end of April to October each year), to maintain the level of service required during the clay target shooting season. Salary levels are carefully considered and comparisons made with other local organisations on an annual basis as we enter the budgeting period.

Mr Hames then referred to item 5. Tangible Fixed Assets and asked for an explanation for the figure of £42,458 against Improvements to Property.

Mr Davis said that the Bisley Headquarters had been converted to an open plan complex thereby creating a closer working relationship for the team at HQ and providing greater efficiency of working. It was also necessary to conduct repairs to the roof of the facility which cost £23K.

Mr Hames also referred to the additional figure of £32,617 against Computer Equipment in item 5. Tangible Fixed Assets and asked for clarification of this amount. The CEO said that the heading 'Computer Equipment' was misleading as it includes computer hardware, software and also the website. We have a database which needs constant updating and programming. In addition, we need to talk to the website hosts in order to analyse the information and put it onto the screen. We also have our own hardware and software requirements.

Mr Hames pointed out that the Profit and Loss Account showed a reduction in computer costs this year from £28,241 to £15,601. The CEO advised that this item referred mainly to the database.

Mr Hames asked for an explanation on the increase in costs on Regional Support shown on the Profit and Loss Account from £390 last year to £3,435 this year.

The CEO explained that this refers to Clubs which are affiliated to the CPSA. A percentage of the affiliation fee goes back to the Region and due to an oversight this was not paid in 2004 which resulted in a double payment in 2005.

There were no further questions on the Accounts and the CEO also thanked Mr Hames for his diligence in respect of his review of the accounts and his questioning thereof.

8. TO ANNOUNCE THE RESULT OF THE ELECTIONS TO THE MANAGEMENT BOARD

Mr Davis said that Mrs Tracy Meston has been appointed unopposed as Regional Director for the South East and Mr Brian Curtis has been appointed unopposed as Regional Director for the East Midlands.

The CEO offered his congratulations and officially welcomed both Directors to the Board. Mr Curtis had been participating in Board matters for some while having been co-opted at the recommendation of the East Midlands Region Committee. Mrs Meston had similarly been involved in Board matters since it was evident that she had been elected unopposed as South East

Region Director. The CEO commented that both are valued members of the Board and had already made significant contributions on behalf of the membership.

Mr Davis provided the results of the recent ballot for the North Regional Director. 389 ballot papers had been received, 1 of which was spoilt/ineligible/late. The remaining 388 votes were allocated as follows:

Tony Heeks = 213 votes

Graham Tidiman = 175 votes

Therefore Mr Heeks was re-elected for a further three year term of office as the Regional Director for the North Region. Mr Heeks thanked all those who had voted for him.

The CEO asked Mrs Meston and Mr Curtis if they would like to give a brief resumé of their background and experience:

Mrs Meston said she had run a shooting school in Essex and was a CPSA qualified Coach at Level 1 and would be taking Level 2 this year. She is also on the CPSA Safety & Coaching team. She said it was a great honour to represent her Region on the Board and she would be talking to ground owners and members in order to increase membership. She comes from a publishing background and has 20 years experience in advertising, sales and marketing etc.

She also has a financial background and has spent 8 years in the City as a stockbroker and in investment banking. The CEO said he had no doubt that Mrs Meston's natural enthusiasm combined with an excellent business acumen would be an asset to the Board.

Mr Curtis owns the Grange Farm Sporting Ground in Leicestershire. He has been the CPSA Chairman and Secretary for Leicestershire and Rutland for a number of years and a member of the East Midlands Regional Committee. He was co-opted as a Director onto the CPSA Board when Mr Brazier resigned, declaring ill health. The CEO said that his presence on the Board was already highly valued and his openness and frankness very much appreciated.

The issue of a vacant position of National Director (due to the resignation of Ms Conway), was raised. Mr Davis said that an application had been received but it had arrived too late to qualify for the ballot. Therefore under the rules

of the Association it was now up to the Board to decide if they wished to co-opt someone into this position for the remainder of this year or to work with a reduced number of Directors. Mr Heeks said this matter had been briefly discussed at the Board Meeting earlier today and will be on subsequent Agenda's for discussion and decision.

Ms Conway reiterated that she regretted being unable to continue as a National Director due to work commitments which involved extensive overseas travel. Mr Tidiman said he was very sad to see her leave particularly as she was also an active, competitive shooter and had shot 3,600 registered targets during the last year, "unlike many of the other Members of The Board of Directors".

9. TO ELECT THE OFFICERS OF THE BOARD IN ACCORDANCE WITH THE ARTICLES

(a) **Chairman.** Mr T W D Blaney was proposed by Mr J Parks Young and seconded by Mr T Clayton (27019). There were no other nominations and Mr Davis asked for ratification of this appointment with a show of hands. Mr Blaney was duly elected.

(b) **Vice-Chairman.** Mr T Heeks was proposed by Ms M Conway and seconded by Mr J Kitson. Mr G Tidiman (58692) then nominated Mr N Bough. Mr Bough thanked Mr Tidiman but said that he did not wish to stand. There were no other nominations and the Auditor asked for ratification of the appointment of Mr Heeks with a show of hands. Mr Heeks was duly re-elected as Vice Chairman for a further twelve month period.

10. TO RATIFY THE APPOINTMENTS OF THE NEW LIFE VICE-PRESIDENTS

The CEO asked for ratification to be given to the Board's decision to appoint two new Life Vice Presidents - Mr Malcolm Midgley and Mr Geoff Taylor.

Mr Heeks paid tribute to Mr Midgley who has been a long time stalwart for Clay Target Shooting in the North of England and thanked him for his many years of service to the CPSA. He then welcomed Mr Midgley as an Honorary Vice President and presented him with his Life Membership award.

Similarly, the CEO then paid tribute to Mr Taylor, past Chairman of the CPSA Board of Directors for many years and who was instrumental in rebuilding the foundations of our Association. He then welcomed Mr Taylor as an Honorary Vice President and presented him with his Life Membership award.

Both Mr Midgley and Mr Taylor took the opportunity to thank the Board of Directors and the Members for the honour that had been bestowed on them. Mr Taylor specifically, offered cautionary guidance that “future expansion should be funded from Operating Profits, not from Reserves”.

11. TO APPOINT AN AUDITOR

The CEO proposed the re-appointment of Graeme Bruce & Partners as Auditors. This was seconded by Mr N Bough and was carried unanimously by a show of hands.

12. TO APPOINT HONORARY OFFICERS AS RECOMMENDED BY THE BOARD

(a) Honorary Legal Adviser.

John Hugill Q.C. was proposed by Ms M Conway and seconded by Mr T Clayton. This was carried unanimously by a show of hands.

(b) Honorary Solicitor.

Mr Malcolm Martin was proposed by Mr N Bough and seconded by Mr A Kirkland. This was carried unanimously by a show of hands.

(c) Honorary Insurance Advisor.

Mr Richard Doubleday of Perkins Slade was proposed by Mr T Clayton and seconded by Mr N Reddy. This was carried unanimously by a show of hands.

(d) Honorary Noise/Planning Advisor.

Martec Environmental Engineers were proposed by Mr T Clayton and seconded by Mr N Reddy. This was carried unanimously by a show of hands.

(e) Honorary Shotgun Licensing Advisor.

Mr R Kibblewhite had sent his apologies to the AGM but had indicated his willingness to continue and was proposed by Mr N Reddy and seconded by Mrs A Fielding. This was carried unanimously by a show of hands.

The CPSA Grand Draw took place during the interval. A list of winners will be published at a later date in Pull! magazine and on the website.

13. TO DISCUSS AND VOTE ON PROPOSED ALTERATIONS TO CPSA ARTICLES IN ACCORDANCE WITH THE COMPANIES ACT 1985

There had been no notification received of any proposed alterations for discussion.

14. CHIEF EXECUTIVE OFFICERS REPORT

The CEO gave a report, with the aid of visual aids in the form of a Powerpoint presentation. The presentation covered the Key Issues that affect our sport.

Included were comments

- Discussions with NRA/NSRA.
- Public Image – Brand Characterisation
- Target-v-Pigeon – Changing the name of the Association to Clay Target Shooting – which will be put to a vote at the AGM in 2007.
- Discipline Advisory Panels
- Communications – Efficiency and effectiveness of information flow
- Ground Owners meetings
- Regional Seminars
- Expansion of membership
- Olympics 2012.

Questions were then invited from the floor:

Mr G Tidiman asked if the date for the English Open and British Open All Round had been changed and if so, was the clash deliberate? Mr G Dorrall replied that a request had been received from the ground concerned to have that particular weekend. We also had to try and avoid a North Region Selection Shoot.

Mr C Hames referred to the promotion of shooting as a whole and said that as we spend £46K on postage and stationery, would it be possible to send out award cups and medals to those who have won CPSA events without requesting reimbursement of postage costs as this causes a great deal of ill feeling.

The CEO replied that it was astounding how many cups and medals were not collected by those who do not bother to stay to the end of an event. Postage costs are already high enough and another increase by the Post Office is

planned for April. We have also had trophies broken through the post and we will not be changing the current policy.

Mr Heeks said it had been suggested that trophies could be given to the Regional Director who could then pass them on the winner in person. Mr Hames said if it was a two-day event it is unlikely that the winner would be present to collect the prize and he felt that a policy ought to be implemented so that people do not complain.

15. ANY OTHER BUSINESS

The Chairman invited items for discussion from the floor.

1. Mr P Green (43292) referred to the CEO's recent talks with the NRA/NSRA and asked whether there might be a possibility of amalgamating with them in the future. The CEO replied that the CPSA had been invited to talk to them to explore the possibility of becoming a single target shooting association. This process, if acceptable, is undeterminable in respect of time before any conclusion might be arrived at but The Board feel it is worthwhile continuing discussions in order to see what benefits there could be to the CPSA i.e. lower insurance payments, shared child protection policies and policing, marketing and promotion of all shooting sports etc.

We would not lose our identity or our autonomy. However, we are only in the very early exploratory stages of discussion. The Board would then have to discuss and approve any recommendations and no final decision could be made unless the members of the CPSA voted accordingly as a result of a Resolution at an AGM at some time in the future.

2. Mr Storey (55977) suggested that the CPSA should consider taking the newly acquired trailer together with copies of the new brochure, which he thought was most impressive, to various town centres around the country for the purpose of introducing ourselves to the general public and promoting the sport of target shooting. The CEO thanked Mr Storey for his suggestion and replied that this suggestion had in fact already been made by someone in the South-East earlier this week and would be given consideration.
3. Mr Neil Reddy asked whether there would be a ballot on the change of name of the Association i.e. Clay Pigeon Shooting v. Clay Target Shooting. The CEO advised that at the moment we are trying to encourage Regional and County AGMs to discuss the issue. Every other similar shooting organisation

has the word 'Target' in their name and The Board feel that this change could only help in support of our sport.

Mr T Clayton (27019) said that two AGMs ago it was said that we would have a referendum if the name was to change. The Hon. Solicitor, Mr Martin, said the only way a decision such as this can be taken is firstly through a consultation process and finally as a Resolution at an AGM. Ms Conway added that as a Limited Company this was the correct and only way to proceed. Mr T Clayton asked that this issue should be published in Pull! magazine to encourage views to be aired.

The Chief Executive added that our website would also be a useful tool for viewpoints as we get over 18,000 visits to the website per week. Mr G Tidiman asked how it was possible to know that it wasn't just one or two people revisiting the site again and again. Dr. Jolliffe replied that there is a statistics package within the website which registers a code to show where the users are from, therefore we would know if it was just one or two individuals. Mr Tidiman said that on a Yes/No it could be one person, NO. The CEO reiterated that we knew where all the hits were coming from – including six visits from NASA!

4. Mr C Hames (84649) said that in the February issue of Pull! magazine none of the Northampton fixtures had been included and neither had they been put on the website. Some of these shoots had been classified as Registered and is therefore a contravention of the rules and regulations as they can only be classed as Registered if they have been on the website for 14 days. Mr G Dorrall said that we try to be as flexible as possible but on this occasion Northampton had sent details of their fixtures in far too late for the February issue of Pull! magazine. Mr R Foster (51670) suggested there was an important opportunity here to give grounds a user name to submit information onto the website, therefore putting the onus on the grounds. The CEO responded that we are in fact already writing the software to deal with this issue and it is a great idea. He added that it was very important to encourage the grounds to invest in computers and to use the computers at the shoot for registration of scores etc.
5. Mr G Tidiman (58692) asked if the comments of the new Life Vice-President Mr G Taylor in his acceptance speech had been minuted and if this was not the case he wished it to be minuted. Mr Taylor had cautioned The Board of the potential dangers of planning budgets for which rely on withdrawals from Capital Reserves.

6. Mr Storey (55977) asked what sort of encouragement would be given to Juniors and Colts in the future as it is very hard for them to get recognition. There are 16 disciplines in this sport where they can take part but get no rewards for some of them. The CEO said it was CPSA policy that cups and badges are only produced for the Major Events. Mr Storey said he had offered to sponsor the Minor Events and would have sent the money in January on receipt of an invoice but this was not received. He said that we have a very good talent base and they are not treated fairly and the CPSA does not seem to give them much recognition. If we don't encourage them and support them our sport will dry up.

The CEO said that around six letters per month are received asking for sponsorship. We are however trying to arrange for some money to be available for youngsters in preparation for 2012. He added that if ground owners are prepared to reduce their costs for Juniors and Colts we will reduce ours. He asked Mr Newton, a ground owner in the South West, whether he would be prepared to lower his costs and the answer from Mr Newton was "No as it costs as much to put a shoot on for youngsters and colts as it does for everyone else".

Mr Heeks said that every Region had recently been offered £1,000 towards training Juniors on condition that the Regional Committees matched the sum. Mr J Parks Young confirmed that he had written to each Regional Secretary with this information. Mr J Kitson confirmed that this figure had been mentioned at the West Midlands. There had been an omission highlighted in that the East Midlands Regional Committee had not been informed of this option.

In conclusion, the CEO announced that the Clay Target Shooting Handbook had just been published compiled by Stewart Meinert with the help of Head Office staff. This Handbook is a multi-purpose document for anyone within the sport and he hoped that members would buy it and coaches would use it. The cost is £14.95 for the paperback version and the hardback version (numbered 1-100) will be on sale shortly with further details in Pull! magazine.

The Chairman thanked everyone for attending and declared the meeting closed at 4.40 p.m.