

# WANSTEAD & SNARESBROOK CRICKET CLUB

## Minutes of the Management Committee Meeting held on Tuesday 13<sup>th</sup> April 2010 @ 8:00pm.

**Present:** M. Pluck (Chair), C. Hurd, T. Hebden, L. Enoch, Arfan Akram, P. Staniford, S. Andrews, N. Baldwin, N. Hutchings, S. Batra, J. Palmer

### 1.0 Apologies for absence

1.1 Apologies for absence had been received from Ms K. Byrne and K. Lloyd.

### 2.0 Minutes of previous meetings

2.1 The minutes of the previous Management Committee Meeting (25<sup>th</sup> January 2010) were agreed as a true and accurate record of proceedings. The Committee were happy to publish these on the club website.

2.2 The minutes of the AGM (27<sup>th</sup> February 2010) were agreed as a true and accurate record of proceedings. These were to be published on the club website.

**Action** Sanjay Batra to publish January 2010 Management Committee minutes and AGM minutes on the club website.

### 3.0 Actions from the previous meeting

3.1 **Investigate availability of grants to contribute to the cost of the proposed score board at Nutter Lane** – Application was submitted to Sport England in February for a £10,000 Sportsmatch grant and included the cost of the scoreboard. This would not be considered until the end of April. The club could not spend the money until the funding was approved. The scoreboard had been provisionally ordered. It was assumed that a 240V power supply would be needed

**Action** Martin Pluck to confirm that scoreboard required a 240v power supply

**Action** Paul Staniford to check out the electricity supply that would be used for the scoreboard to ensure it met the manufacturer's requirements (240v)

3.2 **Follow up on grant applications for Gannett Foundation and Sportsmatch** – Chris Hurd has sent in the Gannett Foundation grant application but had received no news on this. See 3.1 above for Sportsmatch grant details.

Sport England also ran a Small Grants scheme. Application for this necessitated providing a summary of expenditure for last year.

It was agreed that the club should also consider registering for NatWest CricketForce 2011 to help in preparing the ground for next season.

3.3 **Contact Mullalleys to get the name of someone they could recommend to provide a quote for repairing the access road/car park at Overton Drive** – temporary repairs had been made to the holes in the access road and the

Landlords had agreed to bear the cost of this work. We were still waiting for the recommended contractor to assess the extent of the damage and the cost of the work required to repair it.

**Action** Chris Hurd to continue liaising with the landlords and Mullaleys' recommended contractor on repairs to drive/car park

**3.4 Contact electronic scoreboard supplier to negotiate a more competitive price** – Martin Pluck had done this and obtained a £200 discount.

**3.5 Contact James Foster regarding availability to attend the nets' opening ceremony on 7th May 2010** – completed by Martin Pluck

**3.6 Check if Ebony Rainford-Brent would be available to attend the nets' opening ceremony on 7th May 2010** – completed by Chris Hurd. Unfortunately she would not be available.

**3.7 Contact these club members to confirm his approval for Stuart Phillips succession planning interview initiative** – *carry forward*

**3.8 Email Ian Jordan to remind him to clear the area between Preston Drive and the tennis club** – the area by Preston Drive had been sprayed and clearing had begun. We still needed to get rid of the obsolescent site screen.

**Action** Nigel Baldwin to obtain an angle grinder to cut up the defunct sight screen at Nutter Lane

**3.9 Confirm that we were not responsible for the gate used to access the tennis club** – Martin Pluck had confirmed that this was the Landlord's responsibility. Rob Wallace had complained again (on behalf of the tennis club's members) about the danger of cricket balls going onto the tennis courts. He would provide a quote for protective netting which could be compared to the one Martin Pluck had received.

**Action** Martin Pluck to send Rob Wallace at Drummond Tennis Club details of the quote that we received for protective netting

**3.10 Look into finding a replacement for the clock presented by Tony Pluck that originally stood on a wooden plinth in the main hall at Overton Drive** – the clock had been found in the kitchen and reinstated.

**3.11 Talk to Veronica Over about fund raising plans and ideas** – Martin Pluck had tried to contact her but without success as she had been unwell. *Carry forward*

**Action** Martin Pluck to talk to Veronica Over about fund raising plans and ideas

It was noted that Veronica had offered to help in organising a club raffle. The plan was to print £2,500 worth of raffle tickets and include a book of these in each of the junior member registration packs. Wanstead Osteopaths had kindly paid the cosy of £250 to print these. In acknowledgement of their generosity an advert had been placed on the website at no cost. The club was keen to encourage all team captains to sell these to team members. There were a large number of high quality prizes on offer. It was important that a thorough record of all raffle related transactions was kept – this was a condition of obtaining a licence for this activity.

Veronica was also keen to undertake another balloon race this year – the target was to double last year's profit.

*The Committee would like to formally thank Veronica for all her fund raising efforts to date.*

*The Committee would also like to thank John Sankey, a long standing member of the club, for his generous donation to the club*

- Action**     **Martin Pluck** to check with John Sankey that he is happy for us to put up a plaque at Nutter Lane acknowledging this generous donation to the club.
- 3.12 Clarify with Ian Jordan whether the club tractor needs to be driven on the public highway and thus requires road tax and insurance** – completed by Martin Pluck. Road tax or insurance was not needed as the tractor would be put on a trailer and towed if it was necessary to move it between grounds.
- 3.13 Check with Tony Pluck whether he has retained any club photos/pictures** – Pauline Osborn had all of these.
- 3.14 Provide Chris Hurd with details of potential capital items/special projects that the club was considering for inclusion in any grant applications** – completed by Len Enoch.
- 3.15 Put together a proposal as to how the suggested club accreditation programme for young coaches would operate** – completed by Len Enoch.

#### **U11s Club Achievement Award**

The plan was to introduce an award that would be integrated into our coaching programme and was aimed at younger and less gifted players who did not get the opportunity to play many matches. Certificates would be presented at the end of the year. The plan was to piggyback on the ASDA programme that we are involved already – a Copper Award would be added. There was a lot of administration involved. Pauline Osborn had very kindly offered to contribute to the cost of this.

*The Committee formally gave its approval for this initiative to go ahead*

#### **Coaching Accreditation Award**

ECB coaching programmes were now taking far longer to complete as well as being more expensive, more bureaucratic and less inclusive. Any funding rebates were hard to obtain and it was necessary to get CRB, Child Protection and First Aid certificates before payment would be considered. The proposal was to continue doing these courses but before members would be put forward for these it would be necessary to:

- Complete the coaching accreditation award
- Obtain CRB, Child Protection and First Aid certificates
- Complete Net Management, Match Management and Umpiring courses
- Complete 30 hours coaching at the club

If the prospective coaches were good enough they would go straight onto a Level 2 course rather than undertake the normal Level 1 course first.

Len Enoch emphasised that any certificates issued by the club would have no official recognition

In response to Martin Pluck's request for costing of this Len Enoch confirmed that the main outlay would be £50 for the Child Protection and First Aid courses.

When discussing the age profile Martin Pluck felt that U14s would be too young to undertake coaching. Len Enoch emphasised that they would be working in conjunction with a qualified coach rather than by themselves. Len Enoch would administer this initiative.

*The Committee formally gave its approval for this initiative to go ahead*

**Action** Len Enoch to provide the Management Committee with a list of club Level 1 and Level 2 qualified coaches – this would be posted on the club's website.

**Action** Len Enoch to report back at the next Management Committee meeting on the status of the Coaching Accreditation and Achievement Award schemes.

**3.16 Update the club's Child Protection Policy and get the new version approved by the Conduct and Child Protection Panel – carry forward**

**3.17 Contact potential volunteer to see if they would be interested in reorganising the photos currently on display at the clubhouse–** Len Enoch was now no longer convinced that the person originally identified to do this would be appropriate.

**Action** Martin Pluck to speak to Henry Chambers and/or Mike Mead to see if they would like to undertake the refurbishment and reorganisation of the photos for display in the clubhouse

**Action** Trevor Hebden to contact the company recommended by Vivienne Hebden to confirm the costs of reframing photos

**3.18 Re-concrete the flagpole at Overton Drive in early March when the weather has improved – completed by Nigel Baldwin**

**3.19 Put together a draft version of the 2010 fixtures list/membership book –** completed by Nigel Hutchings. This was now with the printers and should be ready during the week beginning 19<sup>th</sup> April. This would be sent to honorary members by post and distributed manually to senior player and juniors.

**Action** Nigel Hutchings to produce labels to enable Membership Booklet and membership renewal letters for 2010/2011 season to be sent to honorary members.

**Action** Martin Pluck to send out copies of Membership Booklet and membership renewal letters for 2010/2011 season to honorary members

**Action** Martin Pluck to add Snaresbrook honorary members to the website

**3.20 Obtain quote for additional camera exploration (under the pavilion) as well as for getting a liner/sleeve inserted into the main pipes to repair breaks and prevent incursion of tree roots – completed by Paul Staniford. Both drains had**

been checked and more root growth had been found on the one under the clubhouse. The quote for the remedial work was £6,600+VAT. It was agreed that we should obtain an alternative quote to ascertain if we could get a more competitive price.

**Action** **Martin Pluck** to obtain a second quotation for removing root blockage in drains to see if a more competitive price is available.

Work was starting on refurbishment of the gents' toilet. This would cost £2,000 and should be finished by the weekend

**Action** **Simon Andrews** to ask Lyn Rising to contact builders working on refurbishment to ask them to take up the carpet in the corridor outside of the toilets

**3.21 Publish November 2009 Management Committee minutes on club website – completed by Sanjay Batra.**

**3.22 Draft generic invitation letter for special guests attending the nets' opening ceremony and get this approved by the ECB – completed by Trevor Hebden.**

On reflection the best date to do this would be sometime in June. We should identify a Friday when Essex were not playing so that James Foster could attend. The ECB were keen to have a cricketer celebrity participate in the opening. This should be treated as a celebration evening for the whole of the club.

**Action** **Arfan Akram** to contact Michael Holding to see when he would be available to participate in the formal opening of the new nets.

**Action** **Trevor Hebden** to send an email out to Management Committee members identifying a suitable date for nets' opening evening.

**Action** **Trevor Hebden** to send Martin Pluck a copy of draft invitation letter for special guests attending the nets' opening ceremony.

**3.23 Contact Club Turf Cricket Limited to confirm detailed payment arrangements for the nets' refurbishment – completed by Trevor Hebden.**

**3.24** There were still some concerns regarding the edging in the nets as this did not appear to be very robust.

**Action** **Trevor Hebden** to contact Club Turf regarding concerns we have regarding the robustness and safety of the edging around the nets.

**3.25 Follow up with Stuart Phillips on Junior Section review and associated interviews to agree strategy and schedule – carry forward**

**3.26 Provide Martin Pluck with list of dates/times for Junior Registration evenings – completed by Trevor Hebden**

*On behalf of the Committee Martin Pluck would like to formally thank Vivienne Hebden for all the hard work she had done to ensure junior registration was managed so successfully once again this year*

The Junior Section was now officially full. Club members' generosity meant

that since last year there had been an increase in donations accompanying registrations. There had been two donations of £50 and several of £10 or more.

**Action** Chris Hurd to send all members who donated £10 or more with their registrations a form to enable them to claim tax relief on their donation.

**Action** Trevor Hebden to ask Vivienne Hebden to provide Chris Hurd with a list of all registrations for 2010/11 season with details of any donations made to the club at the time of registration. All those who registered should be marked as having paid on the club website.

**3.27 Draft a letter of thanks for the autographed drawing kindly presented by the Metropolitan Essex Branch of the Association of Cricket Officials – carry forward.** The letter should be sent to John Gray so that he could acknowledge this generous gesture.

**3.28 Contact the printers we used last year to forewarn them of our printing requirements for the 2010 membership book – completed by Trevor Hebden**

**3.29 Form a Steering Committee for nets publicity project – this was no longer required.**

#### **4.0 Secretary's Report**

4.1 Covered under actions section above

#### **5.0 Development Plan**

5.1 This was now on the club website.

#### **6.0 Treasurer's Report**

##### **6.1 Statement of accounts**

There was nothing of any real note to report at this stage other than the fact that the bar takings were less than expected during the first 6 months of the financial year (01/10/2009-31/03/2010.)

**Action** Simon Andrews to follow up with Lyn Rising regarding the reduction in bar takings for the first 6 months of the financial year.

#### **6.0 Bars**

##### **6.1 Chairman's report**

The monthly trend was as follows:

January: quiet due to the bad weather

February: Excellent

March: Steady

Mullaleys had booked 6 softball sessions during the upcoming season – 5 evenings and 1 full day.

As noted under the Treasurer's Report above there had been an overall reduction in bar takings for the period October 2009-March 2010.

## 7.0 Grounds

### 7.1 Grounds report

Both grounds were in good condition in readiness for the season. Nutter Lane had a good grass covering with no weeds. It was still very wet at Overton Drive but the rolling was nearly complete. The Nutter Lane outfield needs a lot of renovation work. The proposed usage of the strips at each ground would be:

- Overton Drive (4 middle tracks) – 1<sup>st</sup> XI and Cup games only
- Nutter Lane (3 middle tracks) – adult and Matchplay games only

**Action** Trevor Hebden to make all U13/U15 managers aware that they must not use the middle 3 tracks at Nutter Lane for junior fixtures as these are reserved for adult and Matchplay games.

There was an outstanding question as to whether Jordan's would make use of the gang mower at Nutter Lane. It was worth in the region of £1,200 and it would make sense to put it up for sale if it was no longer required.

**Action** Nigel Baldwin to contact Ian Jordan to see if he wanted to use the gang mower stored at Nutter Lane.

Nigel Baldwin asked for the Committee to approve expenditure of £1,600 to cover the cost of vertidrainage and reseeding Nutter Lane.

*The Committee approved the expenditure for this work*

Essex County Cricket Board have received an ECB grant for testing/reviewing all of the Premier League grounds. Overton Drive was still to be done.

There were some potential issues relating to the payment for water supply at Overton Drive. The golf, tennis and cricket clubs were all linked to the same common water feed. Wanstead paid a fixed fee each quarter and was up to date with its payments but Warren Tennis Club had not paid its bills. The Water Board could not terminate a common supply unless all participants had defaulted on payment. However, the situation was becoming awkward and the club may be obliged to switch to having its own supply. We would have to foot the bill for this.

It was also noted that the Wanstead Sports Ground Ltd leases were still not finalised due to issues with identification of the boundaries for the various lessees.

*The Committee would like to thank Nigel Baldwin for all his hard work once again in ensuring both grounds were maintained to the highest standard.*

## 8.0 Social

8.1 The recent Jazz Night at the club was excellent and was very well attended. The band would be invited back to play during the summer.

8.2 Joe Palmer intended running several Comedy Nights throughout the season. The plan was for the tickets to be cheap (£1.00) to encourage a good attendance. These evenings would also be advertised on the website.

**Action** Joe Palmer to let Sanjay Batra know the dates for the proposed Comedy Nights at Overton Drive so they could be advertised on the website

**Action** Martin Pluck to meet with Joe Palmer Jnr and Steve Ramdial to discuss social events for adult cricket week.

## 9.0 Cricket

### 9.1 Adult Cricket

- The League Meeting was scheduled for Sunday 18<sup>th</sup> March. Minimal changes were planned for this coming season and the 1<sup>st</sup> Premier League format would be the same again this year. In 2011, if any club failed to obtain Clubmark accreditation they would not be allowed to play in the Premier League.
- It would be difficult to take on new adult members this season. There were strong junior players coming through into the adult teams and several good players were returning to play for the club this year – Milan Patel, Danny Walters, Chris Murray and Matt Smith
- Martin Pluck drew attention to the need for all players involved in adult fixtures to be registered on the Play-Cricket website.
- It was noted that there was a email problem on the Hitscricket website – undelivered emails were not getting flagged up so the sender was not aware that they had not been received.

**Action** Trevor Hebden to follow up with Hitsports Support regarding the fact that undelivered emails do not get flagged up when sending out emails from the website.

### 9.2 Junior Section

- As noted above the Junior Section was now full and we were having to turn players away

### 9.3 Ladies Section

- The coaching over the winter had been excellent and was very well attended. In many respects the coaching programme put together by Len Enoch and the other coaches was probably unique for a recreational cricket club in terms of quality, creativity and participation.
- There was a general concern that the Ladies Section was not taking full advantage of the club website to promote Ladies cricket at Wanstead and encourage new members to join.

**Action** Sanjay Batra to contact the Ladies captain, Anjali Bamrah, to persuade her to make greater use of the club website for Ladies cricket. This should include developing the Wanstead Heronettes web page and encouraging enquiries from potential women members who may wish to join the club.

## 10.0 Football

10.1 The U21s side was still unbeaten. They had reached the County Cup Final having played 8 games to get to that stage in the competition. They had also got through to the League Cup Final. There were 9 games left in the league.



- 10.2 The Girls U10s had also reached the Cup Final for their age group and were playing West Ham Girls. The Girls U12 side had had a reasonably successful season
- 10.3 The men's side had struggled for players this season. They had ended up playing a cup semi-final with only 9 fit players for a large part of the game. Saturday football is far less popular now.
- 10.4 Bar takings have gone down at Nutter Lane due to the fact that there was not vets side and the weather had been really bad.

## 11.0 Any Other Business

### 11.1 Coffee machine

Sanjay Prabhakar had kindly offered to pay for a coffee machine at Overton Drive. Arfan Akram had undertaken some research into this and found out that there was a lot of interest in members having access to a vending or coffee machine machine, The real challenge was where to locate it and how to maintain the machine going forward. The club would need to understand the options and costings of machines before making any commitment to this. Len Enoch highlighted the broader issue of how to provide refreshments (both food and drink) when the bar was not open or for those members who wanted tea or coffee.

**Action** Sanjay Batra to carry out further research into coffee vending machines for the clubhouse at Overton Drive

### 11.2 Courtney Walsh Foundation

Arfan Akram had recently participated in a cricket tour to the West Indies to help promote the Courtney Walsh Foundation. This was a charitable organisation that focussed on getting children from a disadvantaged background (including those that were disabled) involved in playing cricket. Courtney Walsh was the sponsor and asked the club if they would host a charity dinner to promote the foundation and to help raise funds. The details agreed were:

Date: Tuesday 29<sup>th</sup> June

Guests: Michael Holding, Courtney Walsh, Jahangir Khan, Stuart Wade (main speaker)

Numbers: Limited to 72 people, The majority of the tickets would go to club members but 30 would be reserved for corporate long-term sponsors/investors

Cost: £50 per ticket

Chairman: Martin Pluck

The intention was to publicise this through the media and to have a cricket game before the dinner. Hopefully Courtney Walsh would participate in the game.

## 12.0 Date of next meeting

12.1 To be confirmed