

WANSTEAD & SNARES BROOK CRICKET CLUB

Minutes of the Management Committee Meeting held on Wednesday 20th October 2014 @ 8:00pm

Present: M. Pluck (Chair), C. Hurd, N. Hutchings, T. Hebden, L. Enoch, S. Andrews, Arfan Akram.

1.0 Apologies for absence

J. Palmer, P. Staniford.

2.0 Minutes of previous meeting

2.1 The minutes of the previous Management Committee Meeting on 27th August 2014 were agreed as a true and accurate record of proceedings.

Action Nigel Hutchings to send a copy of the meeting minutes to Sanjay Batra for publication on the website

3.0 Actions from the previous meeting

3.1 *Talk to the Nutter Field landlords to see if they would be willing to contribute towards the costs of repairs to the Nutter Lane clubhouse windows and roof – Chris Hurd was waiting for Paul Staniford to provide cost estimates before contacting the landlords. Carry forward.*

Action Chris Hurd to talk to the Nutter Field landlords to see if they would be willing to contribute towards the costs of repairs to the Nutter Lane clubhouse windows and roof

3.2 *Discuss with the landlords the police recommendations for installing a lockable gate across the drive into the car park at Overton Drive – Chris had spoken to the landlords and they had no objection in principle to our installing a lockable gate across the drive into the Overton Drive car park. The overall cost for this security gate was estimated to be around £10,000, which would include a charge of £2,000 for the installation of an electricity supply. No planning permission was required. Chris Hurd was due to attend a meeting with the Wanstead Golf Club on Friday 24th October to discuss this matter in more detail. The practicalities of how this gate would be operated needed to be confirmed as several sports clubs used the drive for access and would need to be engaged in the implementation process.*

In the meantime, 2 CCTV cameras had been set up to monitor the car park.

3.3 *Ask Sanjay Batra to ensure a reference to the Club Development Report and principal recommendations is prominently displayed on the club website – Len Enoch had done this.*

- 3.4 *Request a quotation from ATP Architects for drawing up plans for the Overton Drive clubhouse refurbishment – see under **Pavilion Refurbishment**, section 5, below.*
- 3.5 *Meet with Ian Jordan to discuss the worsening condition of the ground at Overton Drive and to agree the winter maintenance programme. Discuss training courses and potential funding of these – Martin Pluck had met with Ian Jordan and expressed the club's concern regarding the state of both grounds during the latter part of last season. Ian was working to address this and had agreed to focus personally on ensuring the grounds were maintained to the appropriate standard next season. It was important to note that, despite these issues, Overton Drive was rated as the 2nd best pitch in the Essex Premier League during the 2014 season. The overall ground was only ranked 4th as we were marked down due to the lack of a boundary rope. The club received top marks from the umpires for welcome and hospitality.*
- 3.6 *Finalise the junior succession plan email and arrange for this to be circulated to club members before the end of August – this had been sent out to all club members on 31st August 2014.*
- 3.7 *Send a copy of the minutes for the last Management Committee meeting and the 2014 AGM to Sanjay Batra for publication on the website – both had been sent to Sanjay Batra and had been published on the club's website.*
- 3.8 *Ensure the Club Development Report summary of conclusions and principal recommendations is incorporated into all Management Committee meeting agendas – these had been incorporated into the agenda for this meeting and would be included in all subsequent meeting agendas.*
- 3.9 *Obtain a formal quote for the repair of the Nutter Lane clubhouse windows and roof and send it to Chris Hurd – this was still to be completed. Action item 3.1 above was dependant upon this. **Carry forward.***

Action	Paul Staniford to obtain a formal quote for the repair of the Nutter Lane clubhouse windows and roof and send it to Chris Hurd
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- 3.10 *Review potential locations for installing anti-intruder security cameras at Overton Drive – Paul Staniford had installed these.*
- 3.11 *Repair the roof of the Overton Drive score box. ESU would liaise with him to agree the timing for this work – see under **Grounds**, section 9, below. This would be completed by the end of the year.*

4.0 **Development Report Progress**

- 4.1 Excellent progress had already been made in several key areas. These included:
- Junior Section succession planning – a formal plan was now in place and was in the process of being implemented. All club members had been notified.
 - Adoption of a more financial focus to the running of the club – see below under **Fund Raising**, Section 6, for news on this topic.

- Refurbishment of club infrastructure – see under **Pavilion Refurbishment**, Section 5, for details of progress in this area.

5.0 Pavilion Refurbishment

5.1 Two meetings had taken place with Daren Flight, the architect from ATP Architects, to discuss the planning for the pavilion refurbishment. He would carry out all of the preparatory design and planning work, up until the planning application stage, for a fee of £1,000 + VAT. The planning application fee would be an additional £385.

5.2 Initial plans had been drawn up and the estimates for the clubhouse refurbishment, including repairing the roof, were £120,000 + VAT. The club might not be able to recover the full VAT on this so we should budget for an overall cost of between £140,000 and £150,000. The money generously bequeathed to the club by Terry O'Connor would be put towards these costs and the club also intended to apply to Sport England for a grant available under their **Inspired Facilities** initiative. Support for the grant application, in the form of letters/commendations, were being provided by several sources:

- Essex County Cricket Board
- Alistair Cook and James Foster
- Redbridge Sports Development Office
- The schools who use Overton Drive during the schools coaching and festivals organised by Len Enoch each year.
- University of East London

A decision on allocation of the next round of Sport England funding would be made in February 2015. To be eligible for this, the application would need to be received by 5pm on 3rd November 2014. The club would need to provide a breakdown of the project costs, which would require Daren Flight to complete his plans for the refurbishment work by 30th October.

Action **Martin Pluck** to contact Daren Flight and ask him to expedite his work on the clubhouse refurbishment plans to enable these to be completed by 30th October

Action **Martin Pluck** to publish news of the planning work on the club website once the plans were complete. This would include an invitation to club members to come to the clubhouse on a pre-arranged Sunday lunchtime to view and discuss the plans

Action **Chris Hurd** to meet with the Redbridge Planning Department to discuss the removal of the trees behind the clubhouse. This would facilitate the building of the extension incorporated into the refurbishment plans

The target period for carrying out the refurbishment work would be December 2015-January 2016.

6.0 Fund Raising

6.1 Grants

An application for a Sport England Inspired Facilities grant would be submitted to meet the 3rd November 2014 cut-off date.

6.2 Sponsorship

Good progress continued to be made in this area on 2 fronts:

- i. A member of the club was willing to provide a substantial donation to the club for next season.
- ii. Martin Pluck had met with another potential sponsor, who was considering agreeing to a 4-year sponsorship deal. As part of this, the sponsoring company's logo would be added to club shirts and all 1st XI players would be obligated to wear the sponsored kit.

It was important to highlight that sponsorship money would be used to fund specific projects and initiatives not to cover day-to-day running costs of the club.

Martin Pluck had carried out some further investigation into potential kit suppliers. A company called Serious Cricket, a specialist supplier of cricket equipment, looked to be a promising option. They supplied their kit via the Hits Cricket website and several clubs, including St. Albans, Great Baddow and Beaconsfield, were already using this facility. Typically, there was a 5-day turnaround from order to receipt, although this might be slightly longer in busy periods at the start of the season. Other aspects to consider if we took this approach were:

- There was a 5% commission on all kit sold
- There was no commitment as to the amount of club kit sold via this supplier website
- Primary kit items – caps and shirts – would be a similar price to our existing supplier
- We would need to encourage as many members of the club as possible to wear the new kit. This would ensure a uniform appearance, especially in adult league and junior competitive fixtures, and also reinforce any sponsorship arrangements.

Action	<u>Martin Pluck</u> to carry out further due diligence on the Serious Cricket/Hits Cricket kit supply option
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7.0 Treasurer's Report

7.1 Statement of Accounts

The preliminary figures for the financial year ending 30th September 2014 indicated a profit of £5,000. This was a remarkable turnaround from the losses of £17,000 in 2012 (when excluding the £10,000 legacy the club received that year) and £7,000 in 2013. The key areas of improvement in 2014 were:

- A 20% increase in bar turnover

- We were no longer required to pay the first £2,000 of national insurance contributions
- Hall lettings had increased by £2,500
- Expenses had been cut right back

The only slightly disappointing aspect of the figures had been the amount of direct income gained from social events.

8.0 Bars

8.1 Bar Chairman's report

The August and September takings had been £15,000 and £4,000 respectively. Hall lettings over the winter were also looking very positive. Nigel Hutchings noted that one of our club members, who hired the hall on a regular basis to host CHAOS charity events, was disappointed that they weren't able to use the hall on Saturday evenings during the cricket season. The Management Committee confirmed that the club was happy to consider bookings on Saturdays during the summer on a case-by-case basis.

As noted under 7.1 above, the increased income from the bar during 2014 had contributed greatly to the renewed profitability of the club and the Management Committee would like to formally thank John and Lynn Rising for all their efforts to maximise bar income during the year.

Action Nigel Hutchings to let CHAOS know that the club was happy to consider hosting Saturday evening events during the summer and that CHAOS should contact Lynn Rising should they wish to do so

9.0 Grounds

9.1 Grounds/pitches

The work on the replacement fencing to the left of the clubhouse was nearly finished, This new fence was a great improvement on what had been there before.

End of season maintenance work at both grounds was nearly complete, with a final re-seeding of the square at Overton Drive still outstanding.

Work on taking down the nets was scheduled for Sunday 26th October. The sight screens and covers would be done at the same time.

Action Trevor Hebden to send out an email to junior coaches asking for volunteers to bring down the nets on 26th October

Action Martin Pluck to send out an email to adult members asking for volunteers to bring down the nets on 26th October

9.1 Scoreboards

The go-ahead had been given for Electronic Scoreboard Units Ltd (ESU) to upgrade the scoreboard at a cost of £2,800. This work would include the re-signalling work needed to address sporadic issues with communication between the scoreboard/clubhouse and the score box.

Action Trevor Hebden to repair the roof of the Overton Drive score box. ESU would liaise with him to agree the exact timing for this work

Julian Spinks of ESU was confident that he could fix the problem with the remote control of the scoreboard at Nutter Lane. To do this we would have to take the scoreboard down and take it to ESU's premises in Braintree.

Action Martin Pluck/Nigel Baldwin to rent a van to transport the Nutter Lane scoreboard to ESU's premises on Braintree

10.0 Social

10.1 Social Events

There was nothing significant to report on in this area. A quiz night had been arranged for Saturday 29th November at Overton Drive. This would be hosted by Joe Palmer Jnr.

11.0 Safeguarding

11.1 Clubmark

The club's application for Clubmark re-accreditation had been signed off at last. The club would receive a formal certificate in due course to evidence that we were Clubmark certified.

Action Trevor Hebden to send Chris Hurd Clubmark accreditation sign-off so that Chris could include this in the Sport England Inspire Facilities grant application

Clubmark re-accreditation had been a lengthy and time-consuming task and the Management Committee would like to thank Trevor and Vivienne Hebden for all their hard work in achieving this certification.

11.2 Club Welfare Officer

Trevor Hebden had attended the Welfare Officer training course. As soon as he had received the certificate for this Trevor would be able to officially take on the role of Club Welfare Officer.

Several in scope club members as well as coaches needed their First Aid and/or Safeguarding accreditation to be renewed – this had to be done every 3 years.

Action Trevor Hebden to organise First Aid and Safeguarding courses for club members whose accreditation had lapsed

12.0 Cricket

12.1 Adult Cricket

This had been yet another outstanding season for the club across all adult teams. The 1st XI had not only reached the quarter-finals of the National T20 tournament, an excellent achievement in its own right, but had also finished a close 2nd in the league. Unfortunately, having beaten Ilford comfortably in the Essex League Cup, Ilford appealed the result on the grounds that Wanstead had included an ineligible player in their team. Ilford's complaint was eventually upheld, but during the investigation into this appeal it transpired that Ilford had also fielded an ineligible player during the competition. As a result, the League Committee decided to expunge the result of the final, with no winner being declared for the 2014 League Cup. This was a rather disappointing end to an otherwise excellent season. Team league standings were as follows:

- 1st XI – 2nd in 1st XI Premier Division
- 2nd XI – 2nd in 2nd XI Premier Division (for the second successive season)
- 3rd XI – 3rd in 3rd XI Premier Division (after an excellent second half of the season)
- 4th XI – 4th in 3rd XI Division One
- 5th XI – 6th in 3rd XI Division Three (the only club 5th XI side playing in the 3rd XI league)
- 6th XI – 6th in 4th XI Division One

As noted in the previous Management Committee meeting minutes, the level of collaboration by team captains during the weekly selection meetings had been excellent and the overall co-operative team effort across all adult sides boded very well for the future.

Sadly, after 10 outstanding years as 1st XI captain Arfan Akram, had decided to stand down. He had made an outstanding contribution to the progress and success of the team and the Management Committee would like to thank Arfan for everything he had achieved during an extremely successful period for the club. A new 1st XI captain would be formally announced on Sunday 14th December.

In recognition for all he had done for the club the Management Committee had agreed to appoint Arfan Akram as Club Captain.

12.2 Junior Section

This was very much a season of 'what might have been' for the junior section. Teams across all age groups had reached the semi-final stage in several competitions but had only managed to reach one final, the U11 Nasser Husain Trophy, which they had won.

12.3 Ladies Section

This had been another successful season for ladies cricket at Wanstead, the Ladies team eventually finishing 3rd in Division A of the North London Womens Cricket League.

13.0 Football

13.1 There was nothing to report on the football section.

14.0 Consider Expulsion of a Club Member

14.1 The Management Committee agreed unanimously to suspend the membership of Azhar Janjua for an indefinite period, with immediate effect. A letter would be sent by registered post to inform the individual in question of this decision.

15.0 Any Other Business

15.1 150th anniversary celebrations

2016 is the 150th anniversary of the formation of Wanstead Cricket Club. We were keen to celebrate this appropriately and, therefore, it had been recommended that a small committee be set up to co-ordinate and oversee sesquicentennial events. The suggested membership for the committee was:

- Martin Pluck (Chair)
- Arfan Akram
- Matloob Piracha
- Joe Palmer Jnr

Action **Martin Pluck** to follow up with Matloob Piracha and Joe Palmer Jnr on the 150th Anniversary Events Committee and arrange the first meeting of the committee before Christmas

It was agreed that the focus of events should be around Cricket Week in August. The focal point would be the MCC game on the Wednesday. The aim would be to invite a team of well-known, high profile players to participate in this match. It was proposed that we set up a marquee that would remain in place throughout the week. An initial approach had also been made to the Cross Arrows to play a game against them on the Lords nursery ground. A formal approach would be made nearer the time of the match.

Mike Mead would be producing a 150th anniversary booklet similar to the one produced for the 100th anniversary in 1966.

Arfan Akram had already started work on arranging a follow-up tour to Jamaica, which would take place in February 2016 and would be linked to the 150th anniversary celebrations.

16.0 Date of next meeting

16.1 The next meeting would be on Monday 15th December 2014 at Nutter Lane.