

WANSTEAD & SNARES BROOK CRICKET CLUB

Minutes of the Management Committee Meeting held on Tuesday 19th December 2017 @ 8:00pm

Present: N. Hutchings, T. Hebden, L. Enoch, P. Osborn, N. Rathakrishnan, M. Pluck.

1.0 Apologies for absence

S. Andrews, S. Phillips, M. Piracha, Arfan Akram, S. Emmons, J. Ellis-Grewal,
P. Staniford, J. Palmer.

2.0 Minutes of previous meeting

2.1 The minutes of the previous Management Committee meeting on Monday 25th September 2017 were agreed as a true and accurate record of proceedings.

Action Nigel Hutchings to arrange for a copy of the minutes of the previous Management Committee meeting to be published on the club website.

3.0 Actions from the previous meeting

3.1 *Follow up on a defibrillator usage course and the possibility of acquiring a defibrillator via this means – carry forward.*

Action Arfan Akram to follow up on a defibrillator usage course and the possibility of acquiring a defibrillator via this means.

3.2 *Contact Matloob Piracha to discuss the establishment of a Development Plan Committee – Len Enoch had discussed this with Matloob Piracha, who confirmed that he was ready to proceed with this. The approach would be very similar to last time round and would be based on an initial questionnaire followed by targeted interviews with 50 to 60 club members, including team captains and members of the Management Committee.*

3.3 *Purchase a First Aid kit for the clubhouse – completed. The kit was in a cupboard in the Overton Drive kitchen.*

3.4 *Get a quote for outstanding work required to the Overton Drive clubhouse – see under the Pavilion Refurbishment section below.*

3.5 *Contact Paul Staniford to see if any work needs to be done to the clubhouse at Nutter Lane – Martin Pluck had discussed the requirements with Paul Staniford. The toilets and showers definitely needed to be overhauled, especially if we were to continue hosting Ladies cricket matches at Nutter Lane. Martin noted that the ECB 2018 Small Grant Scheme was now open for applications. Clubs could apply for funding towards the purchase of relevant products or materials, and associated professional labour costs, under the following project themes:*

1. Covers – supporting Get the Game On
2. Family Friendly Facilities – supporting All Stars Cricket

3. Improved Changing Facilities for Females – supporting Women’s Cricket
4. Great Events – supporting U19 Club T20

The closing date for applications was Friday 23rd February 2018. We planned to apply for funding based on the 3rd of these themes as this was directly aligned to our Nutter Lane renovation needs.

Action **Martin Pluck** to apply for ECB 2018 Small Grant Scheme funding to help towards costs of renovating the toilets and showers at Nutter Lane. The grant submission had to be submitted by Friday 23rd February 2018.

- 3.6 *Follow up with Lynn Rising regarding ground hire receipts for Tony McGrath’s Redbridge Reserves use of the football pitch at Nutter Lane – this had been resolved. There had been some confusion with regard to the annotations on the bank payments – Tony McGrath had been paying for the pitch hire as agreed.*

The use of the Nutter Lane clubhouse by the personal trainer (Mark) was also discussed and Martin Pluck agreed to follow up on this.

Action **Martin Pluck** to contact Lynn Rising to confirm whether Mark was actively using Nutter Lane for personal training sessions.

- 3.7 *Follow up with Joe Palmer and Scott Emmons on the lack of progress and structure with regard to the Social Committee – Martin Pluck had spoken to Scott Emmons about our concerns in this area. He emphasised the importance of getting a formal Social Committee structure in place to enable a schedule of organised social events to be put together. Scott would work closely with Lynn Rising on this. It was vital for the club’s finances that we hosted several fund-raising events this coming summer. The 2016-17 accounts clearly highlighted the necessity for additional income into the club.*

Scott recognised the need to establish a committee as soon as possible to enable event planning to take place in readiness for next season. This group would meet on a regular basis and, along with Lynn, ideally should include one or more junior parents (covering different age groups) and well as an adult cricket playing member representative. The target would be to have at least one event per month throughout the summer.

Action **Scott Emmons** to work with Lynn Rising to assemble a social committee, comprising representatives from adult and junior sections, to plan and organise fund raising events throughout the summer of 2018. The target was to host at least one event per month.

- 3.8 *Send the 2017-18 invoice to the Lakeside Pre-school for their use of Overton Drive – completed. The first payment had already been received. The expected income for this school year was £3,666.*
- 3.9 *Ascertain whether the square at Overton Drive can be roped off to prevent people from encroaching on the pitch when there are events at the club – following discussions with the groundsman it was decided that the square at Overton Drive was too big for this to be viable. The square at Nutter Lane had already been roped off*

to ensure that there was no encroachment when football was played at the ground.

- 3.10 *Send out an email to all club members inviting them to participate in end of season ground tidy up activities on 15th October. This would include taking down the nets and removing the covers – completed. The turnout was much better than for the pre-season session.*
- 3.11 *Identify which trophies should be retained for display in the new trophy cabinet – completed. See under Pavilion Refurbishment for further details on the trophy cabinet.*
- 3.12 *Arrange a working party to weed the garden in front of the Overton Drive clubhouse – completed. A large number of people had volunteered to help with this work.*

The Management Committee would like to thank Trevor Hebden, Vivienne Hebden, Stuart Phillips, Ruth Martin, Maggie Smith, Cathy Pluck and Martin Plack for all efforts here.

- 3.13 *Arrange for a copy of the minutes of the previous Management Committee meeting and the AGM to be published on the club website – completed.*

4.0 Development Report Progress

- 4.1 Excellent progress had been made in all the key areas highlighted in the current Club Development Report. As noted above under 3.2 above, at the beginning of Matloob Piracha would get the Development Plan Committee up and running and co-ordinate the work required to produce a Development Plan that would cover the years 2018 to 2022.

5.0 Pavilion Refurbishment

- 5.1 All planned refurbishment work was now complete. We had spent around £5,000 more than budgeted having carried out a lot more work than originally planned. This additional cost had been paid out of the club's funds. The overall result has been an outstanding success and the improved environment in and around the clubhouse had been welcomed by everyone who attended the club.
- 5.2 The final piece in the jigsaw was the trophy cabinet. An impressive, specially built cabinet with toughened glass had been installed. Donations from club members of £1,500 covered the £1,400 cost of the new cabinet. All contributors were asked to complete Gift Aid forms to maximise these donations.

The Management Committee would like to thank all those club members whose generous donations enabled us to install a new trophy cabinet at Overton Drive.

Action **Martin Pluck** to put a message on the club website thanking those members whose generous donations covered the cost of the new trophy cabinet. This would also include a reminder to club members of the FRIENDS of Wanstead Cricket Club initiative

5.3 Martin Pluck had asked the builder who carried out the clubhouse refurbishment, Carlton Construction, to provide a quotation for carrying out improvements to the gents' toilets and the changing room showers. Any upgrades to the showers would in all likelihood require the installation of a new boiler. The cost of doing this work would have to be carefully considered in the context of the club's finances and highlighted the importance of fund raising events, which would provide the additional income required to cover discretionary expenditure such as this.

6.0 Fund Raising

6.1 The Management Committee discussed the possibility of asking club members to contribute towards the costs of large, one-off capital expenses. This option should perhaps be considered in conjunction with relevant grant applications, fund raising schemes and the 'FRIENDS' initiative. It was agreed that reference to this should be made to this in the upcoming Development Report and that the questionnaire/interviews should seek to gauge club members' appetite for making individual donations when asked to support specific initiatives.

7.0 Treasurer's Report

7.1 The final statement of accounts highlighted the following:

- Income was down significantly (over £18,000) from the previous year. The key areas to note here were:
 - Subscriptions had gone down by just over £2,000. A drop in Junior subscriptions of £3,500 was partially offset by an increase in Ladies subscriptions
 - There was a reduction in match fees of around £2,000. This was mainly due to the difficulty in collecting indoor match fees. This is something that the club needed to address as it was expensive to play indoor cricket and we were in effect making a loss on these games.
 - Bar and ground/pavilion hire was down by around £4,000. This was primarily due to the fact that Overton Drive had been d for 4 months at the start of 2017.
 - Sundry income was £7,000 less in 2017. The difference here was due to the income gained from the 150th Anniversary events in 2016. The income from the anniversary dinner alone was over £4,000, which underlined the importance of marquee events to the club's finances. This kind of event is something we should look to host each year.
 - Social – the income from this was derisory and had once again accentuated the significant shortfall in this area.
- Expenditure was down by £7,500. Relaying the square in 2016 had meant that ground expenses had been significantly lower in 2017. However, match and junior expenses had increased by nearly £6,000 this year. This reflected the amount of additional cricket being played and also highlighted the importance of recouping match fees.

As the club continued to grow and thrive it was costing more and more to run. It would not be easy to reduce ongoing expenses further without reducing the amount of cricket played at the club or the services and facilities provided to members. In a continually challenging economic environment, significantly increasing subscriptions could jeopardise membership numbers so this option had been discarded. The cost of renting out the hall was relatively competitive and we did not want discourage people from hiring the hall by increasing our rates.

2018 would definitely need to be a year of consolidation with an emphasis on minimising expenditure wherever possible whilst at the same increasing the number of social events to provide income generating opportunities.

8.0 Bars

8.1 Bar Chairman's report

The comparative bar takings for September to December were as follows:

	2017	2016
September	£10,834	£5,209
October	£4,568	£5,727
November	£3,731	£3,842
December	£5,456	£8,733
	£24,589	£23,512

There were still 2 weeks remaining in December, so the relative figures for the last 4 months of 2017 vs 2016 were looking positive.

9.0 Grounds

- 9.1 End of season work on both grounds had been completed. Seeding on both squares had taken well and the outfield at Overton Drive had also been re-seeded. 3 new wooden benches had been donated and installed at Overton Drive. 12 new heavy plastic seats (6 green and 6 white) had also been purchased thanks to member donations.
- 9.2 NatWest Cricket Force Day had been confirmed for Saturday 24th March 2018.
- 9.3 The Overton Drive nets were still proving to be a problem in that it was difficult to effectively anchor the bottom of the netting on a permanent basis to prevent balls being hit into adjoining bays. Some kind of canvas skirting was required – it was possible to buy netting with this attached but it was very expensive. Len confirmed that one of the club members he knew may be able to add the necessary skirting to standard netting.

Action Len Enoch/Trevor Hebden to arrange for the existing netting to be upgraded. This included Len contacting a club member he knows to see if he would be able to add skirting to the netting to prevent balls getting under the nets.

9.4 The new portable nets were working really well and were a lot more effective than the previous ones.

10.0 Social

10.1 As documented above, the lack of planning and consistency with regard to the organisation of social events by the club was now a real concern. It was imperative to get a dependable and active Social Committee in place prior to the start of next season and that this group should ensure that a timetable of events was put together.

11.0 Safeguarding

Wanstead Clubmark re-accreditation would be to be completed and sent to Garham Jelley by the end of August next year. Checks were far more rigorous than they had been in the past and the experience of Southend-on-Sea should be considered a salutary lesson for all Essex Premier League Clubs. They had failed to receive necessary re-accreditation for the 2018 season by the cut-off date of 31st October 2017 due to the fact that some of their adult team captains did not have up-to-date Disclosure and Barring Service (DBS) clearance. This was an administrative oversight on the part of a club that had been Clubmark accredited for a number of years and had completed all other aspects of the re-accreditation on time. As a result of this lapse, the Shepherd Neame Essex League would be deducting all Southend teams 25 points each from the start of the 2018 season provided they re-accredit for Clubmark by the 1st May 2018. The club would also be fined £250. If they failed to achieve Clubmark re-accreditation by the revised date all of their teams would be deducted a further 25 points (a total of 50 points for each team) and further £250 fine would be imposed.

Trevor Hebden would ensure that all players and scorers who needed to do so would undergo the necessary DBS check. This would need to be initiated online as paper-based applications were no longer allowed.

Len Enoch noted that we should also review the club's acceptance criteria for taking on new members to ensure that this met the Clubmark guidelines. He also confirmed that Stuart Phillips had put together the necessary protocol required to ensure the transition of junior members into adult cricket was managed in line with prescribed guidelines.

12.0 Cricket

12.1 Adult Cricket

In the indoor leagues, the 'A' team had lost just one game to date, the 'C' team had won 3 and lost 2 games and a young 'B' team were yet to win a game.

The highlights of the early part of next season were as follows:

- Saturday 7th April (1 pm) – the 1st XI's first game was a friendly home fixture against Cambridge Granta.

- Wednesday 18th April (11:30 am) – Wanstead would be playing in the inaugural MCC vs National Club Champions match on the main ground at Lord's.
- Saturday 28th April (13:30 pm) – Essex League Cup fixture away to Gidea Park & Romford. The winners would play away against Old Southendians or Winchmore Hill on Saturday 5th May
- Saturday 12th May – First league fixtures. The season finished on Saturday 8th September.
- Sunday 13th May (1 pm) – 2nd round of ECB National Club Championship at home to Winchmore Hill or Upminster. Wanstead had received a bye in the 1st round.
- Monday 28th May (1pm) – Dukes Essex T20 Group B semi-final against Billericay. This would be played at Upminster. Upminster and Hadleigh & Thundersley were the other 2 teams in this group. Both semi-finals and final would be played on the same day.
- Sunday 17th June (1pm) – 2nd round of the Conference Cup for the Bertie Joel Trophy at home to Harold Wood. Wanstead had received a bye in the 1st round.

Overton Drive Sunday home games had already been arranged for every Sunday until mid-June.

The Players' Meeting took place on Friday 15th December. The captains and vice-captains for next season were agreed as follows:

	Captain	Vice Captain
1st XI	Joe Ellis-Grewal	Hassan Chowdhury
2nd XI	Joe Palmer Jnr	Mahesh Velani
3rd XI	Jay Williams	Alan Lord
4th XI	Giri Rathakrishnan	David Sacree
5th XI	Andrew Osborn	Anish Patel
6th XI	Dave Ramdial	Ibrahim Aziz
Ladies	Saba Nasim	Dipti Puthawala

12.2 Junior Section

The indoor season had started reasonably well with good performances across all teams. Unfortunately, one club had disrupted the indoor programme much to the frustration of participating teams.

The issue that had impacted London Schools Cricket Association (LCSA) player participation had now been addressed. The definition of the LCSA player catchment area was still to be agreed – this had caused some confusion in the past as it had not always been clear as to which junior players were eligible to represent the LCSA.

12.3 Ladies Section

Girls were playing their indoor games on Friday evenings. The older age group was playing in the Frenford League against boys' teams and was doing well. The Ladies had won all their games to date in the Chelmsford indoor league.

The Girls Matchplay would be revamped next season to address the participation challenges that had come to light in the 2017 tournament. Details of the revised format had not yet been communicated to clubs.

13.0 Football

Snaresbrook were currently in 9th place (out of 13 teams) in Senior Division One of the Essex Olympian League. Their record to date was Won 4, Drawn 1, Lost 5.

14.0 Any Other Business

14.1 Sri Lanka Tour

To date 30 people had committed to going on the tour.

15.0 Date of next meeting

The next meeting would take place during the last week in January or first week in February, depending upon Management Committee members' availability. The 2018 AGM would be scheduled for the 1st or 2nd week in March.