

Oxfordshire Squash and Racketball Association

Minutes of Committee Meeting

Held on Monday, November 18th 2019 at Cutteslowe Park Pavilion

Meeting started at 6pm

Present:

Chloe Marshall, Alex Perry, David Quinn, Lucia Bell, Aubrey Bell, Adrian Cassidy

Apologies:

Ken Reid

Minutes (True and Accurate Record?):

An amendment needs to be made to Item 9. To now read:

‘On the Balance Sheet, we owe 2018-19 programme deliverers (coaching programmes) £1762, providing targets are achieved, and we are owed £1654 by ES in turn; a further £881 is already in our bank account re 2017-18 and due to be paid out. This is no change since 31 July.’

Matters Arising:

- a. 17-20 people attended the Marker’s Course and a wide variety of clubs were represented. There was just the one female and no juniors! We will look at running another one in 12 months. It appears Peter Goldson (the Moderator) has not been paid. DQ to chase up.
- b. It was agreed that the baseline of surplus reserves should not exceed £5000 if possible. Therefore, we could do with releasing around £2000 in the current financial year and to that end clubs will be informed they can apply for funds. It was felt applications targeting participation and development would be received more favourably than say Capital Expenditure. AP will send DQ a template clubs can work off.
- c. No modifications have been made to the News Page on the website. AC was asked to get rid of all old news items and just have links to the various social media outlets.
- d. It was agreed that rather than pursue the idea of a Jim Lynn award at County Closed, AB would speak to Robin Sparkes and tell him that OSRA would be

happy to contribute monies towards trophies at the event he is holding in Jim's honour in the New Year.

Coach's Report:

Junior County Closed – 33 entries held over 1 day. Busiest group was U13, less entrants in the older age groups. Need ideas for future building eg Fun Day!

Tournament participation generally seems to rely on entrants from Racquets. Teams of 5 don't help especially in relation to girls.

County training requires a lot of effort to encourage participation. Definitely need more Level 1 coaches and again a bit 'Thamecentric'.

Junior ICC – Entered Boys U13, U15 and U19. U13 finished 2nd. Need more County Coaches and more kids from wider range of clubs.

Senior County Closed - 36 entries with a week to go. CM anticipates about 50.

Structure of County Coaching and County Coach Replacement:

AB has drawn up a new job description. He has asked for suggestions for alterations by Nov 24th.

The intention is to advertise around the region via the website and club contacts. Two weeks will be the window and a CV and covering letter will also be required.

Treasurer's Report:

- a. Accounts for year to Oct 31st were presented. Pretty much on track against budget
- b. ES funding 2017-18: we still have £881 available to spend; looking for ideas!
ES funding 2018-19: completed with £463.50 left to pay out to Cherwell School.

ES funding 2019-20: guidance has been issued and so far AP has received a proposal from Jenny Edwards at Banbury WE (costs TBD) and interest from Richard Kellagher at Hithercroft (no plans submitted as yet).

c. CIO Conversion:

8 county associations have already converted to Charitable Incorporated Organisations, (CIO). The key advantage is that members/committees have no personal liability for any decisions made/actions taken by their county association.

The main change for us will be the submission of our annual accounts to the Charity Commission which must be done in a certain format. We would need to complete the application form, decide on our trustees, and also hold an EGM/AGM to gain members' approval of the new constitution.

d. The advice for hunting down Nigel Richardson, serial membership payer, is Facebook!

e. AP asked for suggestions to the Bursary Form in light of comments for recent funding proposals from players. The committee was very happy for AP to go ahead and administrate the changes as she thinks best.

League Report:

All is progressing well – very few disputes.

Entry forms have been sent out for Winter 2.

A request was made for future entry forms to include a space where captains could indicate they would sign up for Mailchimp.

Welfare Officer Report:

1. Registration onto the England Squash site -completed.
2. Safeguarding Children Policy –This includes support for parents, coaches and players. It also includes guidance on disciplinary issues surrounding adults within the organisation. Surrounding counties have adapted this guidance to make it their own, eg logo at the top and details of committee members and details of how to contact the Welfare officer. Safeguarding Children Policy
3. Incident Reporting Form -Details of Welfare Officer at the bottom of the form.

The details for Oxfordshire Squash need to be added to the template.

Does the committee have a central storage place for information gathered? GDPR consideration Incident-reporting-form-docx

4. Training Courses –

Options available –include:

Oxfordshire Children’s Safeguarding Board Training -Level 1 and 2 (Generalist training) - no cost and local to Oxfordshire. Training-Brochure-2019-20.pdf

Training sessions recommended by England Squash

Welfare Officers are recommended to attend a ‘Time to Listen’ Course.

A letter introducing Lucia to clubs now needs to be sent.

Request from Brackley Squash;

It was agreed this could fall into the area outlined in regard to surplus reserves.

Encouraging Women to Play in Oxon Leagues:

In response to a suggestion, it was recommended that AP counsel her Ladies Player Group to gain their ideas.

Defibrillator/First Aid Availability at Clubs:

In light of the recent incident regarding a player suffering a heart attack on court, it was agreed to email club contacts and ask them to consider the defibrillator provision at their club and the training of personnel in this respect and in more general First Aid.

Simon Street had sent an email that related to this which AB will edit before dissemination.

ES Club Affiliation:

It was noted that ES seem to be suggesting that unless a club affiliates players, they will not recognise that club as a member of ES. At the AGM, we mandated that clubs must pay the court fee to participate in OSRA events and we do not propose to deviate

from this. Most clubs register players anyway but those which do not, will not be instructed to do so.

Date of Next Meeting:

January 20th 2020 at Cutteslowe Park, 6pm start.

Any Other Business:

A vote of thanks was given to Chloe for her stoic service to OSRA and we wished her well for the future.

It was suggested holding the South Region Aspire Training session for U9 to U19's in at Racquets. Aspire is the link between junior county and national levels.

The meeting closed at 8.15pm.