

ISLE OF WIGHT CRICKET BOARD

Board Meeting Minutes

06/05/21 18:30 at Newclose CCG

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| Board Members – Directors Chair Kate Barton (KB) PresentDirector Duncan Mills (DM) PresentDirector Martyn Richards (MR) PresentDirector Dave Pratt (DP) PresentDirector Dave Cox (DC) ApologiesDirector Hugh Wells (HW) ApologiesDirector Claire Everard (CE) PresentDirector Ben White (BW) Present (via zoom)Director Hugh Griffiths (HG) Present |  |

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| Invited:Stuart Chatfield (SC) Cricket Development ManagerAndy Woodward (AW) Head of Performance and EPP Head Coach Andy Jasper (AJ) Online/Website Consultant  | Present (via zoom)Present (via zoom)Present (via zoom) |

| **Agenda Item** | **Discussion Points** | Action  |
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|  | Welcome, Thanks and ApologiesThis meeting has been recorded. |  |
|  | Minutes from 12th April 2021* Agreed and filed. Copy sent to SC for Website
 | SC to upload approved minutes to website. |
|  | Previous minutes actions |  |

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| **Agenda Item** | **Action Point** | **RAG** |
|  2.8 January | SC to send out current list of coaches+ qualifications to all. | Green |
| 2.12 January | DM, HG and MR to set up sub group to start looking at current constitution EGM to be set up at a future date re. constitution. Ongoing. | DM, HG, MR.SC |
| 2.4 February | Peni & Harriet to complete profiles to share on IWCB Website. Will feed back to board later on in year. | SC |
| 2.4 February | All Board members to complete up to date DBS SC to update all gaps prior to next meeting | Green |
| 2.9 February | Richard Webb to invoice clubs for entry fees | MR/SC |
| 5 March | IW Foundation. DP to send link to Cornwall foundation website plus copy of presentation to all board members | Green |
| 7 March | Coaches policy. Final copy to be sent to SC | Green |
| 10 March | Website review: (Please refer to March minutes for details) SC/Board members to update the current information held on our website  | Amber |
| 10 cont. | All board/employees to review their relevant pages and rewrite. Deadline 01/04/21 CE will update all board on 12/04/21 | Clubs & Leagues page not updated |
| 14 March | Employee job description (SC)KB/HW/DM to meet to discuss and agree JD for 21-22HW to meet with SC to agree appraisal targets | Green |
| April Actions:4 | Safeguarding: DM/SC To produce presentation on ‘Prevent’ training to board. | Amber |
| 5 | Website review:CE to contact Jasper to look at website and provide feedback on his ability to implement proposed changes.SC to ensure log in details are received from Liam and provided to CE.SC to arrange meeting | Green |
| 6 | SC to confirm status of CAG training by 16thAprilCE to submit proposal on how GN funds are allocated | GreenGreen |
| 7 | County Partnership Agreement.SC to submit completed PA report before deadline date.SC to add logos of sponsors to HandbookSC to offer alternative handbook covers and send round to board for approval | Green |
| 8 | Hugh’s News:HG to organise cricket community lunch and send details to board. | Amber |
| 9 | AW to arrange meeting with CE and A Day to discuss coaching fees. Provide feedback to the board. | Green |

| **Agenda Item** | **Discussion Point** | **Action** |
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|  | **Safeguarding*** Managers of county teams to be confirmed. AW, HW, DC, SC to meet. 14s & 15s require managers. Emma Morgan may help coordinate several managers.for younger teams
* Ryde Cavs are up and running on SHMS
* Lengthy discussion on a senior fixture away at Dorset as to whether covid mini bus guidelines and correct procedures were followed. The rules regarding mini bus usage were confused with school and private hire use. It was a mistake and is against covid regulations. Parties involved have acknowledged mistake and all board members were reminded about current guidance regarding mini bus travel. All other protocols followed.
* All other protocols followed.
* 26th May v Dorset away. Mini bus rules may have changed.
* Wightlink discount journeys were discussed
* Red Funnel is £52 return – alternative option
 | AW, HW, DC, SC to meet to allocate managers of county teams.SC to send round usage limits |
|  | **Finance*** Duncan would like access to Drop Box for information
* Funding for next year is the same as this year (assuming 25% discount not being applied). CE/SC Budget discussions will begin in next two months.
* DP proposed that all fixtures with full details be passed to the finance director and the CDM prior to being undertaken.
 | SC to facilitate Drop Box for DM |
|  | **IW Foundation*** DP felt that IW Foundation should not be an agenda item and needs to be in a position where it is not connected to the IWCB as it should be independent.
* IW Foundation is still awaiting a bank account.
* SC stated that it is important that the IWF + IWCB work closely together and that people do have knowledge of what the board are trying to achieve. The whole point of the foundation and why it was put into the IW Strategy is to create a wider community aspect. It is important that the IWCB + IWF work together.
* DM asked whether there could be an example where there is a conflict of interest? DP replied in the affirmative and explained that the trustees appoint an independent award body to help prevent this.
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|  | **Website Update*** AJ explained how he (with a subcommittee) could improve the current website and perhaps use Go Daddy or similar editor to rebuild our own homepage and individual pages over the next few months. Upkeep can be split between the subcommittee.
* The current site is fine but layout and style could be improved.
* Island Web Services (IWS) do not want to participate in any meetings around the site. IWS are resistant to implementing social media functionality on the home page which is a necessity.
* The currant editor/control panel is only accessible by IWS and requires advanced knowledge to action any upkeep.
* AJ proposed we take back full control of the site, to use GoDaddy £125 per year with increase to £178. With the option to link to PlayCricket. AJ feels he can set up a website that suits our needs. Discussion was halted and will continue at next meeting.
 | AJ and SC to look into integration options with PlayCricket and whether this can be done with GoDaddy or another option.SC to speak to ECB about options.AJ, SC, CE to start working through current IWCB pages as to what to keep, change or discard. Document and share with all – Ongoing working document |
|  | **Coaching Match Fees**:* A lengthy discussion about coaches fees home/away, one or two coaches was finally agreed as per the written proposal.

**Coaches pay for training**. * Coaches pay rate for afterschool clubs is paid at £17/hr and should be in line with other training pay rates. The qualification of the coach should also be considered. Table cricket coaches fees should also be brought in line.
 | CE, SC To work on fair pay rate scale for coaches to include afterschool club, table cricket and all other coaching sessions Also, to include when and when not expenses / milage should claimed on top of coaching  |
|  | **Future CAG Training inc. Junior League schedule:*** To avoid clashes with club coaching/performance training AW suggests extending training programme from November through to mid-May. Breaking at Christmas and Easter. To begin the league and cup fixtures and school fixtures at mid-May.
* MR suggested a joint discussion with schools.
* CAG club competitions for 13s and 15s need to be completed quite early.
* Question posed about how the board can encourage clubs to take over from county winter training.
* During the winter there is a requirement to ensure children receive coaching if they want to participate. Many clubs do not offer winter training for young players.
* SC suggested a group AW, MR, BW, SC, (+Giles) to plan a calendar.
* Include discussion with clubs as to what they can and cannot offer over the winter training period themselves and whether there is a need to work with them to offer a level of club / IWCB combined coaching sessions separate to the performance thread
 | SC, AW,MR,BW, to form group (invite SC,AW,MR,BW,+ Giles to plan calendar to fit training/school/club cricket matches. |
|  | **CPA Standards Agreement**;* All submitted and signed. Key areas outlined for further discussion.

**CDM report:** * Fixtures are on Play/Cricket not on website.
* All fixtures are on PlayCricket and will go live tomorrow (7/5) awaiting some info from AW. Details will be sent out to all parents.
* Suggested an annual end of year report collaborating with HG
* DP requested clarification on the training sessions being postponed 12/4, 19/4 and the reason why the many emails and negative comments from parents (some directly to DP). There does not seem to be any coordination with the clubs and leagues. (see agenda point 9)
* AW offered apologies to anyone who had expressed concerns personally to any director.
* Lessons learned are in future to **book early and for longer periods.**
 | SC to put fixtures on P/Cricket and send info to parentsSC to send reminder for F1 course 7/5 and include in weekly bulletinSC Note in diary to book in September for whole year. |
|  | **Women & Girls Cricket:*** Report submitted.
* KB asked how do we ‘Transform Women and Girls cricket’ if we are not allocated any funding to hardball women’s pathway.
* What is the current pathway for girls who are over 15?
* Club cricket (predominantly men’s) or if good enough direct them to Hampshire.
* Is this sufficient?
* We need to develop a plan with clubs to give women/girls a pathway to play hardball competitively. Just as we do with the men. The Hursley Park fixture needs to be supported.
* There is a very large market for W+G cricket. We need to tap into this.
* SC stated there is a new grant “Inspired to Play” for clubs to apply for.
 | SC,KB,CE to urge clubs with interest in developing W+G sections to apply for the “Inspired to Play” grant |
|  | **Hugh’s News:*** Hugh asked for support in using the mobile roll-on net. (cost £1194) He asked for reassurance from SC + AW that the roll on net would be used. SC confirmed that he uses it every Monday with disability squad. AW agreed to use for some EPP sessions
* Womens Big Cricket Month. 20th June at Newclose.
* Reminder for HG lunch on 30th June at Newclose
 | KB, CE, SC, HG to formulate a plan for the days event |
|  | **AOB**: **Laptops and Leagues**:* MR recommended a laptop and relevant software.
* SC offered to purchase laptop and software tomorrow 7/5
* Ventnor 2s have dropped out of Hampshire league there was space in the Island league for them to join.
* **Forward planning:** To be addressed at next meeting
* Appraisal updates: Need signing
* Next meeting Monday 7th June 2021

PLEASE LET ME KNOW IF THIS DATE IS NOT SUITABLE. | SC to purchase laptop from Currys |