

**Minutes of the Committee Meeting of the
Essex and Suffolk Guild of Archery Coaches
Held at Margaretting Village Hall
On Wednesday 5th June 2019 at 7:30pm**

Attendees

Anna Heaven - Chair & CCO Education	John Dibley - Mayflower
David Scolah - Vice Chair & CCO Development	Matt Prior - Mayflower
Chris Buckley - Secretary & CCO Renewals	Mike Huard - Colchester
Deb Horn - CCO Performance	Matt Lawrence - Noak Hill
Adrian Heaven - General Member	
Huw Lillywhite - General Member	

1 - Apologies for absence

None received.

2 - Minutes of previous meeting

The minutes of the previous meeting were not forthcoming. It had been a very short meeting on the back of Paul Clark's talk, with no matters arising, so it was agreed to run through the incomplete actions and matters arising again, as they stood at the start of the April meeting.

3 - Matters Arising

Alan Munson - contact Derek Sizeland re the outstanding £500 from SCAS for the Alleyn Court L1 course. **In hand. Action Alan Munson** - to chase his email which was sent some time ago.

David Scolah - keep in contact with Perris re the possibility of getting representatives of Uukha and Gillo down for a presentation. **In hand, although David has been busy with the field coaching event.**

Chris Buckley and **David Scolah** to pursue appropriate individuals for citations to support the committee's SCAS Coach of the Year nomination. **Complete. No citations were forthcoming, and the nomination was sent to Tony Ferguson as it stood. The decision by SCAS as to who will receive the award has been delayed due to the SCAS conference also having been delayed.**

Alan Munson - provide the treasurer's report post the last meeting. As Alan couldn't make the meeting a get-together with **Adrian Heaven** and **Chris Buckley** will also be required to sign paperwork for the new Barclays account. **We do now have control of the old Lloyds accounts, but nothing was received re the treasurer's report or the new bank account. Action Alan Munson** - to send the report and arrange a get-together to sign the paperwork for the new bank account.

Deb Horn - put a note out to club secretaries to see if there is any interest in coaching clinics. **We think this was sent but nothing seems to have been received. Action Chris Buckley** - check the wording from last time and add details re the mailing list as necessary then forward it again, after which **Action Deb Horn** - send the note to club Secretaries and bcc Chris Buckley.

4 - Chairman's Report

Thanks to Paul Clark for his excellent CPD talk in April. £40 was sent to the Helen Rollason Cancer Charity from donations received on the night. We'll look to get Paul back next year, perhaps for a more 'hands on' outdoor session. Discussion touched on the proposed County Day - see item 9 below.

5 - Secretary's Report

The Secretary apologised for his absence in April. Alan, Mike Huard and Chris attended the Coach Kim workshop. The weekend was very useful and very well organised despite the upfront organisation leaving a lot to be desired. For those who don't have the book, the Coach Kim app is proving to be very useful too.

Quite a lot of time has been spent helping to organise the field day over the last few weeks. An email has now been resent to club secretaries so hopefully numbers will start to pick up.

An inordinate amount of time has been spent dealing with Archery GB with regard to one of our coaches who is missing from their system. It has been chased several times over the last few weeks with no response from AGB so efforts will continue. Renewals will be covered in section 12 below.

The Secretary received a call from Tony Fergusson about someone on a Level 2 course at Aim4Sport who had been unable to contact anybody about getting a mentor. Deb Horn is aware of the situation and the individual concerned has been offered details of a mentor and has so far failed to contact them. The contact sheets on the website are working and nothing has been received via that route. The individual has never appeared as a licenced coach in Essex or Suffolk on any of the monthly lists we receive from AGB. After some investigation it turned out that the individual doesn't have, and appears never to have had, a valid DBS certificate. **Action Chris Buckley** - to report back to Tony Ferguson.

6 - Treasurer's Report

Alan has received the latest bank statement from Lloyds and we have £1373.19 in the account. He apologised he'd left his other paperwork at home but the JEDI/SEDI account still has approximately £1,700. Everyone has been paid what they are owed now we have control of the account back. The Secretary expressed concern that no progress had been made setting up the new account, and that no reports had been forthcoming for several months. An action was noted above under matters arising to arrange a get-together to sign the paperwork for the new account and to distribute a report on the accounts, ideally income and expenditure and a balance sheet.

7 - CCO Education Report

We had 8 Level 1's pass, so thanks to Cliff Tricker and Dave Leader for a good assessment. Anna has been invited to go to Lilleshall for a day in September and another in October to get information about the new courses. The Secretary thanked Anna for her efforts running the course. We still hope to run a Level 2 course over the winter once the new syllabus is available. Anna is going to go to one of Trish's county coach sessions to get some experience with a view to possible running our own, but we'll need to liaise with Trish and alternate running the courses given the limited uptake.

Discussion touched on Learning Curve and whether it was worth setting up an Essex & Suffolk specific group. We'll look at this. Some of the content is good but using the app isn't always as intuitive as you might like so we need to get to grips with it first.

8 - CCO Development Report

We have 11 coaches signed up to the field day and 4 archers for the afternoon. Mayflower will have a marquee and a generator and are hoping to do rolls/teas/coffees etc. Juniors are welcome. Mike Huard hadn't had a confirmation back which seems to have been an oversight. We haven't heard anything yet re a laptop/projector/generator, but Chris will take all the Guild's kit on the day.

9 - CCO Performance Report

Noak Hill are OK for us to use their ground for the proposed County Day which will hopefully give us the impetus to kick start a training programme. The idea is to do coaching in the morning then the opportunity to go through the H2H and team H2H formats in the afternoon. We're struggling with scores not being put in for the County team and the feeling is that some people don't think they're good enough and others feel they don't know what they're doing. There's no date yet as it is proving difficult to find a date the various parties can all make, but we're looking at the beginning of September-ish.

Debs has spoken to West Essex re indoor shooting. We can hire their Ockendon sports hall on a Saturday morning for the 2nd/3rd/4th Saturdays in the month so this will be pursued re a Winter programme assuming that a classroom will be available too, probably starting in October. The 2nd Saturday in the month looks to be the favourite 10-12 or 10-1 with a classroom session along the way.

10 - General Members' Reports

Nothing to report.

11 - Talks, Seminars, Workshops, CPD Events, Future Plans

Mostly covered already, but Debs also reported that she'd been to the Invicta Coaching Group in Kent for their day of seminars which was really useful. The concept was really good, so we'll give some consideration to running something similar ourselves, but obviously with new content. We'll look at it for next year and liaise with Trish to make sure we don't clash. Nutrition would be one good topic, and for consideration, the Kent programme was:

- Richard Cheetham MBE - Spotting Talent
- Andrew Knight D.O - Osteopath
- Dr Katie Dray - Sports Psychologist
- Andrew Rees (County Coach) - Coaching Barebow
- Trish Lovell (Senior Coach) - Coaching with Kim Hyung Tak
- Ross Austen - Drugs in sport

12 - Renewals

Despite AGB assuring us that renewal reminders are being sent out, lots of coaches are complaining they are not receiving them. The Secretary is still reminding people either individually where possible or via their club Secretary where not. **Action Chris Buckley** - forward Tracey Wheatley's reminder to Deb Horn so she can pass it on. We're hearing similar stories about lack of reminders from Instructors too, although we have no visibility of their renewal dates.

A few of the committee have their own renewals coming up shortly, so, **Action Chris Buckley (16/09)**, **Adrian Heaven (16/09)**, **David Scolah (19/11)** to keep an eye out for their own renewal reminders and to report back on what, if anything, they receive.

Coach numbers as received from Archery GB in February and May are as follows:

	Feb	Delta	May
L1	53	+3	56
L2	16	+2	18
County	4		4
Senior	2		2
Total	75	+5	80

It was noted that the new Level 1s who qualified in April are only now starting to get their DBS applications processed, so it will probably be a while before they start appearing on the official list.

13 - Any Other Business

David asked about coaching badges. The Secretary holds them and from here on in it was agreed we would hand them out for free.

David also talked about some bow setup and string making courses they had been running at Mayflower which had been popular. Colchester had tried something similar but with less interest. We'll look to include it in an all-day session somewhere.

Due to holidays we'll look to bring the August meeting forward a week to 31st July. **Action Chris Buckley** - contact the booking secretary for Margaretting Village Hall to arrange.

The meeting closed at 20:32.