

Record of Meeting/Discussion

Subject CSHC Ladies AGM 2008-9

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Recorded by: Becca Graveling

Date 14/05/09

Present Hayley Sharpe (chair), George Hurford, Claire Sherwood, Cassie Woodfin (partial), Ellie Raffan, Emma Clarke, Becca Graveling, Julie Sadler, Tracey Hunter, Lou Tonkin, Leonie Dickman, Carla Fitzachary, Neil Sneade (partial)

Item	Text	Action on
1.0	Apologies for Absence	
1.1	Apologies were received from Rhiannan Williams, Mel Harrison, Bex Baker, Charlie Orrock, Tash Cox, Liles Dee, Louise Gutteridge, Vicky Lavis and Anne-Isabelle Richard-Picchi.	
2.0	Actions from Last Year's AGM	
	A new navy and red away kit was previously discussed at the previous AGM. However, this did not materialise due to sponsorship not being secured.	
3.0	Next Year's Committee	
3.1	<p>The following were selected.</p> <ul style="list-style-type: none">• Treasurer: Julie Sadler• Fixtures Sec: Tracey Hunter• Social Sec: Carla Fitzachary• First Team Captain: Ellie Raffan• First Team Vice-Captain: Becca Graveling• Second Team Captain: Vicky Lavis• Second Team Vice-Captain: Leonie Dickman• Mixed Captain: see below• Team Co-ordinator: Lou Tonkin• Training Co-ordinator: Ellie Raffan• Mailing List Co-ordinators: Lou Tonkin and Emma Clarke• League Committee Rep: Hayley Sharpe• Match Teas Organiser: This will fall to the captains/vice-captains of each team to organise their own. <p>A decision was not made on the mixed captain. It was mentioned that Rhiannan Williams may be interested.</p>	Ellie to contact Rhiannan
4.0	Rules/Policies	
4.1	On the subject of club rules, Neil Sneade explained the Constitution that the men's club propose to adopt. This details, essentially, the ground rules of how the club is run, but also includes some important clauses, such as stating that all members of the club are liable in the case of debts. It may be useful for the ladies' club to have their own Constitution. However, see point 10.1	
4.2	Continuing in the post of Team Co-ordinator, Lou asked that everyone respond quicker to her weekly emails requesting availability. It makes her job nigh on impossible if people leave it until the end of the week to respond. She needs to have all responses in before training each Tuesday.	

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Item	Text	Action on
	<p>We will continue to operate a fluid selection process, and Lou will email all ladies to clarify the details before the season starts.</p> <p>Ellie is keen to find ways to automate, or speed up, the weekly selection process and will be working on this.</p>	<p>Lou</p> <p>Ellie</p>
4.3	<p>The major new rule for the forthcoming season is the 'self pass', whereby a free hit taker can pass to themselves, effectively. Also hits from outside the D will not be allowed to be taken less than 5m outside the D or hit directly into the D. Ellie suggested we practise using these new rules in pre-season training sessions.</p> <p>Both ladies' teams will need to confirm with umpires and opposition before the early season games that these new rules will be used.</p>	
5.0`	<p>Finances</p>	
5.1	<p>See attached accounts for the year. To summarise, we have a £70 loss at the end of the season. However, this includes having bought new shirts, which will be recouped.</p>	
5.2	<p>Annual subs (for all players except goalies) will go up to £97.50 adult / £62.50 student (to include the cost of a shirt – see 5.4)</p> <p>Match fees will increase to the following:</p> <p>Full game: £7 Half game/student: £4 Half game and student: £2</p> <p>In order to improve the process of the collection of subs, it was agreed that new players will now be required to pay subs after playing their first two games. (Previously the rule was after three games.)</p>	
5.3	<p>We may be able to secure sponsorship from PwC again. Julie will follow this up and contact them.</p>	<p>Julie</p>
5.4	<p>Hayley and Caroline ordered 16 sample shirts, tried by the first team, at the end of last season. It was decided that each member of the club will now buy their own shirt (all sizes to be available) at the cost of £17.50, which will be added to the annual subscription fee. Each player will therefore be allocated a squad number. Goalies will be exempt!</p> <p>Hayley to provide Julie with details of those who have already paid for new shirts.</p> <p>Hayley will contact Caroline to order the new shirts.</p>	<p>Lou</p> <p>Hayley</p> <p>Hayley</p>

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Item	Text	Action on
6.0	Recruitment	
6.0	<p>Since a number of people left the club last season we need to recruit as many new players as possible again ready for next season. We all need to put up as many posters as possible – e.g. in work places, colleges, the hospital etc.</p> <p>Ellie will print out posters and send either hard or soft copies around.</p> <p>Hayley will discuss with Rob Garrett putting an advert on the CSHC website for more ladies.</p>	<p>Ellie</p> <p>Hayley</p>
7.0	Umpires	
7.0	<p>We believe Terry is available again for next season.</p> <p>We are currently heavily reliant on the men for umpires, but Hayley, Lou, Ellie, Vicky and Nicky all attended the umpire course last season, so just need to get their practice games in.</p> <p>Ellie has details of an on-pitch umpire trainer (who can observe/help trainee umpires) and will look into arranging for him to come and do this.</p> <p>As the new Fixtures Sec, Tracey will ask the away teams to provide two umpires wherever possible when we go to them.</p>	<p>Ellie</p> <p>Tracey</p>
8.0	Training	
8.0	<p>Everyone was in agreement that training with Sean was not beneficial to either team and are keen to have a different coach. The men apparently have similar concerns and will be advertising for someone to replace Jorge.</p> <p>George has a friend, Dan Sharpe, who may be able to help. Ellie will also ask James Cobbe if he would be interested in helping.</p> <p>All were in agreement that we should turn up early to training to (e.g.) go for a run together and the Training Co-ordinator will organise who will train us each week and ensure we get the best out of each session.</p>	<p>George Ellie</p> <p>Ellie</p>
9.0	Socials	
9.0	<p>Attendance to social events this year was fairly low. We need to publicise better what is going on.</p> <p>As the new Social Sec, Carla will probably be working with Neil Sneade, who has lots of ideas for next season. Carla will also gather ladies in after each training session to keep everyone up to date with forthcoming activities, rather than this all being conveyed anonymously by email.</p> <p>Other suggestions for socials were fundraising events and a black-tie Christmas dinner event.</p>	<p>Carla</p>

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Item	Text	Action on
10.0	Any Other Business	
10.1	<p>Club Merger – The men have raised an important issue of whether the men's and ladies' clubs should merge officially. We will need an EGM to formally vote and decide on this.</p> <p>The benefits of this would be:</p> <ul style="list-style-type: none"> - a single constitution - a single insurance fee (small financial benefit) - a better co-ordinated club and more support for the committee - the opportunity to have ladies in the overall committee posts (e.g. chair) - joint policies - improved communication between the ladies and men - may be able to afford a club house one day! <p>Other changes would be:</p> <ul style="list-style-type: none"> - a single club AGM - a new name for the ladies club – from 'Cambridge South Ladies Hockey Club' to 'Cambridge South Hockey Club'. - Little day-to-day difference (e.g. we could keep separate bank accounts to allow finances to be split) 	
10.2	<p>Legal Requirements for under 16s – We need someone in the ladies' club to act as 'Welfare Officer' to ensure that we are correctly looking after our under-16s. Julie will ask Vicky if she is happy to continue with this role for another season.</p> <p>There are official guidelines in the 'Safeguarding and Protecting Young People in Hockey' policy. We need to be aware that if we are photographing under-16s and uploading the photos on to any website, that they shouldn't be named. There is a template form for photographers to sign to confirm they are aware of England Hockey's guidelines. Julie will talk to Vicky to see if this can be actioned as a web-based form for us.</p>	<p>Julie</p> <p>Julie</p>