

Minutes of WBPC Committee meeting 1 May 2024

Present: Martin Hudson (Chair), Pam Stockton (Treasurer), George Tait, Phil Lear, Ken Johnson, Chris Houghton (Secretary), Malcolm Jones (observer)

Agenda:

- 1 Welcome to observers – explain ground rules
- 2 Contracts – CIC contribution, lease and rent latest
- 3 Accounts – within budget?
- 4 Competitions – performance and issues
- 5 Maintenance – pistes and surrounds
- 6 Social events – BBQs, quiz, cricket
- 7 Promotion – open day, advert, flyers, article
- 8 Additional income & expenditure arising
- 9 AOB – Committee structure

Welcome

Martin welcomed Malcolm to the meeting and explained that whilst he was able to join in any discussions he would not be able to vote.

Our current contribution to the CIC is £680 which is separate from our rental. The Cricket Club was informed by Hereford County Council that they had an option to review their rent. As a result, the increased rent has been back dated for the last 2 years, a proportion of which has been passed on to WBPC. Although a final agreement has not been reached as yet, (the Cricket Club is contesting the increase), we will need to allow for our share of the back payment and increased contribution. In all we need to allow approximately £480 which includes this year's rent of £160 pa (to be finalised). This will be paid by monthly standing order.

Accounts

Pam circulated the interim accounts. All outgoings are covered for this year with an available balance of £1074-55 and a reserve of £2482-20 to cover increased lease and rent. Martin produced a sheet on projected finances for 2024 covering income from social events, internal competitions etc, and outgoings. It was decided that in 2025 Phil should ask for Pairs competition entry fees to be paid as a lump sum at the start of the competition to save him having to keep a weekly record of who has paid – or not.

Competitions

Phil reported that WBPC had won the first league match by 4-2 with a second league match to be played that evening. He was having problems getting players for the league competitions. Some people didn't want to play away as it resulted in a late night. The first away competition was in 2 weeks (15 May) with only 5 players available. Phil was 3 players short for this match. **Chris** to email all members to see if anyone would be available to play at the next match at Preston Yewbees near Hereford. Transport to be provided.

Phil has registered the club for 2 knockout matches. Friendly matches have been played with Monkstone, Cardiff (we lost 7-2 away, and lost 6-4 at home). Also played Abergavenny at home (7-

7). We have home and away matches against Caerleon to be arranged for June and Abergavenny away.

Martin has been contacted by Llandaff pétanque club asking to play us in a friendly.

Ken raised the question of members paying for refreshments at home friendly matches from their own pockets. The club pays for teas and coffees. It was pointed out that other clubs do the same thing. Depending on the number of friendly matches played this could become expensive. Ken suggested restricting the number of friendly matches we play in any year.

Trip to Devon – 12 members are going to play Chudleigh and Ottery St Mary over the weekend 10-12 May.

Phil reported back on the progress of the coaching course he was on. He has completed the first day and is correcting some of his ways of playing. On the next day of the course he will need to pass an exam.

An internal Knockout competition to be arranged for the Autumn will be discussed at the next meeting.

Maintenance

Ken reported on his battle with the weeds. He proposes to use weed killer, the cover with a weed proof membrane and cover with medium size gravel. Also the (new) pistes are getting thin and need a top up of gravel. £300 has been set aside for maintenance which will cover - membrane 50mx2m @ £35 + cost of gravel. A ton bag of gravel for the pistes - £130+VAT. **Ken to order**

Mowing. The grass surrounding the club has become too long to be cut by the mower. Martin knows of a DIY man who charges £25 hr + cost of fuel and removal of cuttings who would do this first cut. The saplings, planted close to our fence, are to be removed before the end of May. **Martin** to organise the one off cut. Thereafter we will continue to borrow the sit on mower owned by the Cricket Club.

Bryan Hunt has very kindly made 2 new flower troughs which will need to be filled. Ross Garden Centre have once again kindly offered to refill the original planters with summer bedding.

Ken is to go ahead and purchase a water butt @ £50 to make watering easier during the summer.

Social Events

George reported that his planned evening with a cricket speaker will go ahead. His daughter has a group, "3 Idle Women" who have offered to perform at the Phoenix and donate the profits to WBPC. This is still in the planning stages so no firm date.

A quiz is planned for September. Dave Goodes to be asked to be the quiz master.

BBQ to be held on Monday June 24, Danny Webb's 90th birthday. Cost will be £10 per head. Pam & Danny will provide bubbly and birthday cake. Danny will also do another BBQ in August.

Promotion

An Open Day is planned for May 21 commencing at 10.00am. Martin has written a press release for the Ross Gazette. We will also pay for an advert. Malcolm suggested we could advertise the club on the fencing. Club flyers to be distributed around the town.

Sponsorship was discussed. Martin has a contact with Vanstones who he will approach.

Additional income and expenditure arising

Martin presented his projected finances for this year. Income, including membership fees, social events etc came to a total of £3435. Expenditure £2943 which includes rent, CIC contribution, maintenance, PE membership, hosting leagues and friendlies at home and contingency funds.

Mal raised the question of coaching for members. He has never received any coaching since he's joined the club. He wondered if Petanque England offered any. Martin confirmed that coaching was available but only the PE members, however Marches coaching is free and can be arranged. When Phil is qualified, he will offer coaching.

AOB

Ross Walking Group has asked to use the pistes again on September 18. A charge of £5 per head will be made.

May 31 and June 1, Ross Juniors Football Club will be celebrating their 20th year with an anniversary event. Please avoid using the car park.

Pam suggested having the AGM earlier this year as Lloyds Bank in Ross on Wye is closing on December 2 and as she is planning to step down as Treasurer the signatories will need to change. An alternative would be to look at the possibility of changing our bank to Santander. **Pam** to make enquiries. It was suggested that we consider internet banking.

Martin suggested the Committee structure be changed with staggered terms of service thus avoiding the need for all officers to stand down at the same time and to ensure continuity.

Meeting ended

Minutes of WBPC Committee meeting 15 July 2024

Present: Martin Hudson (Chair), Pam Stockton (Treasurer), George Tait, Phil Lear, Ken Johnson, Chris Houghton (Secretary)

Prior to the meeting Martin had sent an email to all members inviting them to attend as an observer should they be interested in standing for the committee at the next AGM. Malcolm Jones expressed an interest but was unable to attend.

Agenda:

- 1 Interim Accounts – Pam
- 2 Predicted annual finances – Martin
- 3 Reports on items not covered in above – maintenance and competitions
- 4 Dates to be noted/agreed for calendar
 - Landaff friendlies
 - 2nd BBQ
 - Marches singles – August 18
 - Walking group Petanque – September 18
 - Quiz – September 27
 - AGM
- 5 AOB

Interim Accounts – Pam

Pam presented the interim accounts. The balance currently stands at £3123-78. This included a £301.72 profit from the recent BBQ to celebrate Danny's 90th birthday. Pam passed on Danny's thanks for a lovely evening.

George questioned the sports centre contribution of £57 per month. This has now been agreed with the sports centre and is paid monthly by standing order.

In the past the committee had agreed to keep a contingency amount of £2400 in the account, it was agreed by all that this amount still be retained. Our lease with the Cricket Club has a one year notice. The Cricket Club is giving this up to the Sports Centre. We will continue to hold the reserve until we know what will happen in the future. This leaves us with a balance of £723 to work with.

Anticipated annual finances

Income:

60 members	£2100
2 BBQs	£ 500
Quiz	£ 160
Pairs	£ 400
Melees	£ 200
Total	£3360

Expenditure

Contribution to CIC	£680
Rent to Cricket Club?	£480
Maintenance	£392
Extra Gravel	£150
Sawyers- grass cut	£ 85
PE membership	£250
Website registration	£ 63
Marches League	£ 25
Room hire	£ 40
League Hosting	£300
Friendly Hosting	£180
Pairs prizes	£ 85
Advert/printing	£ 83
Miscellaneous exp	£130
Contingency	£500
Total	£3443

Maintenance & Competitions reports

Ken suggested that the mower be serviced – **Ken** to find out how much this will cost. **Ken** also to trim back the eaves on the shelter as they are a danger to passing heads. **Ken** to also purchase a small collapsable table for the shelter for use during friendly matches for drinks.

Phil reported that the pairs competition should be completed by the end of the month. The trophy will be presented at the next BBQ.

There are 6 league matches left. Currently WBPC are 3rd in the table. Last week the team lost in the cup and have now gone into the plate competition.

Phil will not be proceeding with his coaching qualification. The committee decided not to put anyone else forward, however we can ask for informal coaching from Melani e who has come to the club before. Some members have expressed an interest in some coaching. **Phil** to maintain contact with Melanie and look towards some coaching for interested members in the future.

Dates for diaries

Landaff club has been slow to respond but a home match has been agreed for **27 August**. Phil is awaiting confirmation of an away match on either 6 or 13 August.

Our 2nd BBQ will be held on **Monday 19 August** at 4.30pm. £10 per head. **Chris** to email members.

August 18 Marches singles competition. We are hosting it but only need to open up. Suggested participants bring their own refreshments. **Phil** to organise and also to arrange for bar to be open if required.

September 18 Ross Walking Group. All members welcome to come along and join in on a social basis.

September 27 Quiz night. £5 per head. Max team of 6 **Chris** to email members in August. **George** to arrange for bar to be available.

AGM date. After some discussion it was decided to hold the next AGM on **Friday 22 November at 10.00am** **Martin** to contact the Conservative club to book the room.

AOB

All officers need to be re-elected or stand down after 3 years. The ideal would be for the replacement of committee members to be staggered. Martin has prepared job descriptions for committee members to give potential members an idea of what is involved. These will be sent out in October with notice of the AGM – **Chris**

There was a general discussion on next year's subscription and when to charge for the Pairs competition. This will be on the agenda for the next committee meeting.

Membership renewal forms will be sent out at the beginning of January 2025.

In line with other clubs it was decided that refreshments for friendly matches was to be provided by participants. When playing away matches the hosting team would reciprocate.

Phil to arrange a knockout competition for September. **Chris** to email to see who is interested. There will be free for entry and a small prize will be given to the winner.

Meeting closed

Minutes of WBPC Committee meeting 20 September 2024

Present: Martin Hudson (Chair), Pam Stockton (Treasurer), George Tait, Phil Lear, Ken Johnson, Chris Houghton (Secretary)

Agenda:

Finance – Pam

Lease

Rent

Projected Finances – Martin

Subscriptions

Socials

AGM

Finance

Pam presented an update of the current finances. See Attachment

The current balance stands at £3123-78 which included monies from the pairs and melee competitions of £235-60. As agreed previously £2482 is being held in reserve which leaves a working balance of £597-96, less £171 to the CIC and a possible back payment in rent of £260. This would then leave a working balance of £166-96 until the end of the year.

Lease

Our lease with the Cricket Club runs until 2027 for the Tennis Meadow. We hope the lease will then pass to the CIC from 2027 until 2032. The County Council is proposing to make a charge of £1,500 + VAT for the legal costs involved. Currently the CIC doesn't have the money. We should consider a deal to split the cost with the football club for the CIC to hold the lease. The cost would be £900 each. We would have to raise this or take it from our reserves. **Martin** to continue discussing.

Rent

Our next rent review will be in 2027. Currently we have 2 options on the rent. The County Council has reviewed the rent from 2022 – 2024 with the Cricket Club and we need to find back payment of £458 and then £158 per annum until 2027. The back payment could be taken from our reserve.

Or, the Cricket Club has suggested £260 per annum to cover all rent from 2022 to 2027. The Committee **agreed** that this was the preferred option.

Subscriptions

The committee discussed the issue of increasing the subscription amount. It was **agreed** this would be raised to £40 per annum from January 2025 to be reviewed for the 2027 year.

Projected Finance

Martin presented a draft of the financial options for 2025

It was decided that there would be a maximum of 4 home Friendly matches per annum with participants each bringing food to share with the visitors. Tea/coffee would be provided by the club at an annual cost of approximately £180

On the income side it was proposed there would be 2 BBQs (£500), Quiz (£150), Pairs/Melees competitions (£500) and Miscellaneous -Twinning Association/ Walking Club - (£500) + a carry over of £166 from this year.

The projected expenditure for 2025 would be £2893 and income £3917

The projected finances for 2025 were **agreed** by the Committee.

It was further **agreed** that prior to the Pairs competition starting in March, monies should be paid upfront to make it easier for both participants and Phil.

Socials

BBQ

The 1st BBQ of 2024 made £301 for club funds. Unfortunately the 2nd had to be abandoned due to inclement weather. Phil suggested that if there was future doubt about holding the BBQ due to bad weather we could make arrangements with the Yew Tree pub who have facilities for BBQs and a covered area.

It was proposed that 2 BBQs be held in 2025, starting at 4pm in the future, and with Gerald Francis being asked to take over as Head BBQer from Danny Webb. **Agreed.**

Quiz

There are currently 28 people signed up for the Quiz on 27 September. Dave Goodes and George have sorted out the equipment required and the Bar staffing. **Chris** to email participants requesting they bring £5 in cash to pay for their entry.

Other

It was suggested that we might hold a Skittles evening at the Conservative Club with a buffet included, depending on cost. **Chris** to enquire about costs and availability.

Christmas Meal

George has provisionally reserved the White Lion on Saturday 7 December 12.00 for 12.30 for the Christmas meal. The maximum they can cater for is 40. **Chris** to mail **members**.

AGM

The AGM will be held at the Conservative Club on 22 November 2024 at 2pm. The cost for hire of the room is £10 per hour. The bar will be open.

Martin noted there was a need to change some of the terms of the constitution to allow Committee members to stand for 1,2 or 3 years.

Committee members were asked to produce reports for the current year. **Chris** to mail out details to members + nomination forms. George and Pam are standing down. Chris would like to stand down subject to finding someone to take over as secretary. Martin will stand for Chairman for one more year, provided there is a secretary.

The presentation for the Pairs and Singles competition winners will be made at the AGM

AOB

Pam reported that she was refunding monies for the cancelled BBQ to those who had paid.

Meeting ended

Minutes of WBPC Committee meeting 6 December 2024

Present: Martin Hudson (Chair), Mal Jones (Treasurer), Ken Johnson, David Goodes, Phil Lear, Bob Houghton, Chris Houghton (Secretary)

Agenda:

Changes to banking

Draft Finances 2025

Predicted Income:

Subscriptions payments

Socials

Pairs

Predicted Expenditure:

Rent

Contribution to CIC

Hosting

PE Membership

Maintenance

Payment statement on membership form

Welcome:

Martin welcomed everyone to the meeting especially the new committee members, Mal, David and Bob

Banking:

Lloyds bank in Ross on Wye has now closed. Mal proposes to mainly manage the accounts on line. The Post Office is still available to pay cash and cheques into the account when necessary. Martin will update the original membership form to request payment by bank transfer or cheque. Members will need to include their surname as a reference.

Draft finances 2025

Income:

Based on 60 renewals @ £40	£2400
2 BBQs	£ 600
1 Quiz	£ 160 (to be held at the sports club, Sept?)
2 Skittles	£ 360 (Spring & Nov?)
Pairs 16x2x15	£ 480
Misc extras	£ 150 (Walking club, Twinning Assoc. etc)

Total **£4150**

Expenditure:

Rent	£312
Contribution to CIC	£684
Petanque England	£250
Website	£ 63
Marches League	£ 25
League Hosting 7x30	£210
Friendly Hosting 5x30x£1.50	£225
Prizes	£ 85 (Pairs competition)
Maintenance	£600
Contingency	£500

Total **£2954**

From the discussions on the above **Mal** suggested an extra noticeboard in the shelters to inform members of up and coming events, the other one to be used to inform members of pairs/friendlies/league results. **Agreed. Bob** to source a suitable white board, which he said he would donate to the club.

Phil will request payment for Pairs competition upfront. The competition will commence in March. One round as last year. Cost will be £30 per pair, to be paid by bank transfer. Melee will continue to be paid by members on the day. It was agreed that £5 be paid to the winner of the melee.

Mal asked how much visiting organisations paid (Walking club, Twinning etc). Martin said it varied with some paying per head and others giving a donation to the club.

Martin said the rent for the pistes paid to the Cricket Club covered 2years, including back payment. In 2026 this should be paid off and the rent will then be £156.

The payment to Petanque England of £250 was the requirement for 6 members of the club to be members of PE in order that we get liability cover and enable the club to play in Petanque England tournaments. (George Tait had previously investigated liability cover and this turned out to be the best, and cheapest, way to do it.)

Phil reported that Bath Petanque Club are planning a tour and had requested a friendly match with us on May 9th. This would result in an additional, one off, cost for friendly hosting. **Agreed.**

Many clubs provide refreshments made by members who are not necessarily players. WBPC members could be asked to help with refreshments for visiting clubs.

The prize money for the Pairs competition was discussed and it was **agreed** to keep this at the current level. The Wooden spoon for this year's competition will be presented to Jack & Ann Utting at the Christmas Lunch. The Singles Knockout

competition will also continue with a “cup” provided by Martin and a bottle of wine for the winner.

Ken questioned whether we should have a first aid kit. This was discussed and decided that as this would then raise questions of liability, we would not provide one. Many members have first aid kits in their car.

Ken reported on maintenance. He proposed that the left hand side between the pistes and the fence should be covered with a membrane and gravel to level it off and reduce the number of weeds. Matthew Ralphs has offered to help and can get gravel at cost. **Mal** requested a practice piste for those playing in leagues and friendlies as most clubs have a greater depth of gravel and we are at a disadvantage when we play away matches. It was **Agreed** that the end piste nearest the back gate be given extra gravel, and a wooden edging to hold it in.

The mower was serviced last summer and should not need servicing until 2026. Ken plans to paint the shelters with preservative, which he already has, and to revarnish the bench.

Martin suggested that we have the grass surrounding the courts cut at the beginning of the season by someone with an all-terrain grass cutter at a cost of £85. **Agreed**

Mal raised the question of floodlighting. Ken has the current floodlights in his garage. At the end of the league/friendly season the lights were not quite bright enough. **Ken** is to look into cost of more lighting and possibly an extra set. To be discussed at the next meeting.

The £500 for contingency was **Agreed**.

Martin suggested that some of the club monies should be put into an interest account. **Mal** to look into this.

AOB

Phil is waiting for Bath to firm up on their visit before he can go ahead and plan another trip next year. As Bath want to play in Ross during the beginning of May he may have to change our possible dates to later in the year. There were only 2 members interested in playing in Cornwall so he is now looking at Bath + one other, or Winchester & Bournemouth.

Meeting closed

