



Berkshire Archery Association
(Affiliated G.N.A.S. and S.C.A.S.)

Minutes of BAA Annual General Meeting held on 25th January 2018

Officer Present:

Mr. Peter Stickings	President, Junior Rep & Outdoor TO
Mr Graham Potts	Gentleman Vice President & Judges Rep.
Mrs Fiona Priestley	Chairman.
Mrs Celia Stocker	Secretary
Ms. Heather Gierth	Records Officer
Mrs Shirley Nicolson	Tournament Officer – Indoor
Mr Mike Hogg	Safeguarding Officer

Other Attendees:

Archways TDH: Thomas Clint:
Bowmen of Warfield: Judith Richardson,
Bowmen of Burleigh: Andy Cotterell, Emma Evans, Andrew Parnell, Ian Hartfree, Peter Slack
Crowthorne: Steve Nicolson

1. Apologies for absence

The following apologies were received: Ted Burnham (Treasurer), Jane Burnham (Lady Vice President) John Greaves, Paul Comina (SCAS Rep)

2. Minutes of the last AGM (26 Jan 2017) and EGM (09 Mar 2018)

The minutes were reviewed then signed as an accurate record of the meeting.

3. Matters Arising

There were no matters arising.

4. President's Address

Good evening and welcome to the Berkshire Archery Association 2017/2018 annual general meeting. I would like to take this opportunity to thank the county committee members and all the Berkshire archery club's officers for their continued hard work and giving up so much of their spare time to forward the sport of archery.

I would also like to thank our county's team of well qualified coaches and judges who, like our committee members and officers, give up much of their spare time. The coaches delivering beginners courses, intermediate coaching and continued professional development programs. Our judges are seen not only on the field of tournaments within Berkshire but also at regional, national and in some cases international tournaments.

Thank you all for attending, and may you achieve your goals in 2018.

5 Officer's Reports

5.1 Chairman

Unfortunately I have not been able to attend meetings, or commit to the activities of Chairman, as I had done in the first couple of years. Therefore stepping down from the role.

5.2 Secretary

I would like to thank everyone for their support and patience through the year. I am always happy to help, if anyone has questions. We received our new Banners or Gonfalons, which were resplendent and the tallest, at the National Team Tournament at Lilleshall in June, and complement the new shirts we designed last year.

As with any other voluntary service, archery has challenges in the next year, for example the General Data Protection Regulation, I have some copies of documentation for your review, and have been circulated to Club Secretaries.

Berkshire Archery Association Website has been nominated (possibly by Robert Potts) for the Archery GB Website of the year – yet to hear the result. But as Brian our webmaster says “That a website is only as good as the information that is given to the webmaster. So if no news or content is sent then the site cannot be updated. So please send shoot reports, pictures and news so that the site can be fresh and up to date.”

5.3 Treasurer

Ted is not able to join us tonight as he has been admitted to hospital for surgery today. Our thoughts are with him. Here is his report:

Income down slightly in 2017 £3541.88 against 2016 £3651.11.
Expenditure much less this year £2995.57 against 2016 £3693.69
For 2017 excess income £546.31
See account summary for details of income and expenditure for the year.

There is a small stock of Gold medals and medal centres.
I have ordered 250 centres from Ivor Baker, these should be ready soon.

I would like to thank Sue Potts for being the Auditor of the accounts.

Sue is happy to be appointed Auditor for 2018.

Graham Potts stated: that the drop in income from 2016-2017, should not be seen as negative. We had greater membership and County Champ entry, but that the lower County Shirt income was a significant impact in 2016, which dropped in 2017. In addition, we may want to review the Medals stock listed as Assets, something for the new Treasurer to think about.

5.3.1 Acceptance of the accounts

The meeting accepted the accounts as tabled.

5.3.2 Confirmation of the Auditor

The meeting confirmed that the existing auditor Sue Potts was to be the auditor for the next year.

5.3.3 Membership Fees for next year

County Affiliation fees for 2018/19, recommend no change of £4 per adult and £1 per junior.

5.4 Match Secretary

Vacant position

5.5 Records Officer

Indoor Season 2016/2017

Received over 1500 scores from 7 clubs and over 200 archers, which are down slightly from the year. A total of 20 records were broken.
We are introducing a County Team selection ranking for indoors this year for team selection for the next SCAS indoor tournament.

Outdoor season 2017

Our archers broke a total of 73 Outdoor County Records in 2017.

We introduced a new page on the website to present current county records. Users can now filter on results to make finding relevant records easier.

We are continuing to use the 2 ranks for Outdoors - Leisure Ranking and County Team eligibility. Leisure Ranking is still proving very popular, with 9 clubs regularly submitting monthly scores. We received 1688 scores for the Outdoor season.

We used the Competition ranking to select 4 senior teams to compete at the Archery GB National County Team Tournament held at Lilleshall in June. We improved on our finishing positions from the previous year - Recurve Men coming 18th out of 23, Recurve Ladies 9th out of 15 and Compound Men 19th out of 23. We entered a Gentlemen's Longbow team for the first time, but unfortunately only 2 archers instead of 3 were able to attend the event and the team came 8th out of 8. But both archers enjoyed the experience. I'd like to make a special mention to our best placed individual at the competition – Celia Stocker qualified 4th overall with a score of 567 – just one away from 3rd place and 11 from the top spot.

5.6 Junior Rep

Due to my immobility over the last 12 months, I have decided to step down as Junior Rep.

5.7 Judges Rep

I would like to express my thanks to the Berkshire Team of 4 Judges: we have reduced in numbers the last couple of years. Anyone interested in Judging, can contact Graham Potts, who will forward you to the Regional Coaching Coordinator. The training consists of Seminar and field training (working alongside the shoot judges). This approach has seen to be quite popular. It would also be good to see more female judges and also Junior Candidates are welcome.

We are always happy to attend clubs and provide guidance on tournament shooting and the rules, and would also point you towards the SCAS Website, and the Judges pages, where there are some relevant guides we have put together for tournament shooting.

5.8 Coaching Organiser

- **No report submitted**

5.9 SCAS Rep

Paul Comina/Celia Stocker

CS has been attending the meetings this year as the BAA Rep. I have attended the SCAS Council and AGM as the representative of Berkshire, in place of the Chairman. Unfortunately our SCAS Rep also has not been able to attend. There are 3 council meetings a year, January, April and September, in central London.

The latest meeting was held 20 January, and there were several big topics discussed.

Grants and Loans Policy

A policy has been drafted that hopes to clarify and streamline the application and review process for Individual and Group Grants and Loans. This new policy hopes to be a framework for future request. Groups and individuals are encouraged to investigate all avenues of funding for their purposes. The limits and values reviewed and awarded will be made clearer on the form or website.

The policy also defines a review panel that will be able to assess and award requests up to a certain ceiling, before further approvals by SCAS Council.

The draft will be circulated to council for consultation by end of February, for approval at the April meeting.

Investments

The trustees of SCAS have evaluated our financial investment opportunity to ensure SCAS capital and shares are working for the SCAS membership.

A Financial review has led to Cedar Wealth, for a Medium Risk Managed fund, and a fund manager who is also an archer, has waived the initial set up fees. The initial investment will be capital from a current account into an appropriate fund, with annual review and possibility to withdraw/add to the fund at any time. Also a review of BP share investment is ongoing.

Council agreed to progress with the proposed fund

SCAS Website

A new site is being developed, and the webmaster has circulated a "Google form" requesting What Club / County Details are required on the website: I didn't receive this information (as secretary) but I know some clubs have fed back. In light of the GDPR in might be that minimal information for Berkshire is listed.

It is proposed that email boxes will be set up, e.g. chair@ <county>, as well as officers and officials, each with own login details.

The Webmaster would like anyone from the region to forward any images of the regions events/clubs, with the appropriate permissions of course.

The SCAS Records will also be online, as well as other pages as needed.

SCAS Directory (Green Book)

This directory has 2 purposes – The Annual Report (for the AGM) and also a directory of Clubs, Coaches and Judges.

It was suggested to not continue with the green book as a paper record and have only on line. But after some discussions to keep as is for now. Especially review after the website is completed and in view of the GDPR.

SCAS Legal Status

It was agreed after legal advice, that SCAS should become a Charitable Incorporate Organization, based on the Charity Commission guidelines. A First draft of a new Constitution is in progress, and has to meet the Commissions template. This status gives protection of officers and officials, and requires some changes to accounting practices.

Since there are a large number of gaps e.g. defining memberships, it is proposed for a resolution at the AGM to give mandate, and to continue the review with ratification at a following AGM or EGM. Comments by the end of February

General Data Protection Regulation (GDPR)

The GDPR will be changing May 2018, and a number of changes/assessments need to be made on what data is held and retained, ensure it is relevant and current. Clubs and other voluntary organizations need to be aware of the provisions, and appropriate Privacy policies need to be established.

Below is a link to a guide to the regulations.

<https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/>

Intercounties Tournament

An offer of location was received from Southampton: but to be confirmed.

Tournament Application forms.

A proposal of form layout was received that should be used on entry forms to retrieve any information regarding competitors with a disability and their needs. This is to ensure there is no embarrassment, on either side, and the TO can best meet the needs of all competitors.

Next Meeting

07 April (Council and AGM) at Browns Covent Garden, London (yes it is a restaurant – with managed meeting rooms in the old courtrooms) and 08th September

Paul has decided to step aside as SCAS rep, as unable to commit.

5.10 Tournament Organiser (Outdoor)

This year's county championships and open tournament were held on the 23rd July, kindly hosted by Windsor Forest Bowmen. Entries were up on last year with a total of 75 shooting, 48 county and 27 visitors

Despite the increase in entries the shoot unfortunately has again made a loss as shown below

BAA County Champs 2017

Income

Entry Fees £708.50

Expenditure

UKRS £25.00

Judges Expenses £24.00

Judges Gifts £28.80

Judges Lunches £25.00

Ground Hire £200.00

Target Hire £561.96

Medals £335.00

Total Expenditure £1199.76

Gross Profit/Loss £ -491.26

5.11 Tournament Organiser (Indoor)

The Berkshire Indoor Championship was held on the weekend of the 18th and 19th November. Entries were slower coming in this year and there were a lot less requests for double rounds, which made it much easier for me to fit people in, Not everyone was able to shoot in their first choice session, but all country archers who wanted to, were able to shoot.

Most county clubs were represented although there were some with very few entries
We eventually had 157 individual archers shooting, 101 from county and 56 visitors.
9 archers shot a double round.

There were no compound or longbow teams this year, but it was great to see that Sportsable was able to field a senior recurve team. Juniors shooting for a club with no junior team were eligible for the senior team.

I would like to thank the members from other clubs, who gave up their time to help in various roles over the weekend; it was much appreciated as we did not have enough volunteers from Crowthorne alone.

Crowthorne Archers have agreed to host the competition again and Sandhurst Sports Centre has been booked for 17th and 18th November 2018.

5.12 Tournament Organiser (Field)

No report – Vacant Post

5.13 Safeguarding Officer

I had continued communication problems this year; therefore I have had no email connection since April 2017. Therefore please use my Phone numbers.

Generally there was nothing communicated, and nothing to report, except what was published in the local press regarding Sportsable.

6 Dates for future Committee Meetings & the next AGM

Committee Meetings: 8th March; 7th June; 6th Sept; 6th Dec;

Next AGM: 24th January 2019

7 County Awards

The following members were awarded County Badges (colours) and year flashes for having represented the county in 2017:

Celia Stocker	Windsor Forest	Recurve
Laura Tudor	Bowmen of Warfield	Recurve
Nicola Spence	Reading Archers	Recurve
Iain Malins	Crowthorne Archers	Recurve
David Williams	Dark Side Archers	Recurve
Barry Walker	Bowmen of Burleigh	Recurve
David Cross	Bowmen of Warfield	Recurve
Sam Baldwin	Dark Side Archers	Compound
Ian Hartfree	Bowmen of Burleigh	Compound
Mark Drake	Harlequin	Compound
Chris Woods	Bowmen of Warfield	Longbow
Steve Robson	Bowmen of Burleigh	Longbow
Michael Holman	Maidenhead Archers	Longbow

There were no Junior Intercounty shoots in 2017

8 Mary Dolan Memorial Trophy

No nomination was received: The following nomination was made from the AGM

From Celia Stocker (BAA Secretary)

Nominee: Ted Burnham

I would like to nominate Ted Burnham who has been a stalwart of Berkshire Archery for many years. He retires from the role of Berkshire Treasurer after 12 years. But has been, from my recollection on the night, an archer, a judge - including Paralympic, involved with English Archery Federation, Civil Service Archery – including RAF. And much more I am sure.

Proposed: Celia Stocker Seconded: Fiona Priestly Voted: Unanimously

Graham Potts will present The Mary Dolan Memorial Trophy to Ted Burnham

9 **Top Club Awards**

Only two clubs submitted entries for these awards: Bowmen of Warfield and Bowmen of Burleigh.

a) The David Lane Award for Seniors

Awarded to Bowmen of Warfield

b) Jane Burnham Award for Juniors

Awarded to Bowmen of Warfield

Again, the criteria are questioned, but the many attempts to review have not been successful. Discuss at next committee meeting.

John and Joan Kember Smith Awards

Peter Sticking had received 3 nominations, but had not had a chance to discuss with a review panel. The following were proposed by Pete Sticking and awarded

John Kember Smith award – Ethan Bromley (Bowmen of Burleigh)

Ethan is what I would say is a typical teenage boy.

When you talk to his parents they will say just how hard it is to commit to something, whether it be cleaning up at home to turning up at archery, but we see a different picture. He has been a regular attendee at the junior nights and a regular at the indoor sessions. He is not a great one for competitions – yet – but wants to get to this point. This is why he signed up for the Berks Squad training. He is happy-go-lucky and shrugs off a bad shot but also has that 'cheesy grin' that we quite often see when a good shot is performed. He gets well with all the other juniors especially considering he is quite often the only junior boy there. Is it the archery that keeps his interest?

Joan Kember-Smith Award – Blaize Margison (Windsor Forest Bowmen)

Blaize joined Windsor Forest as a 9-year-old in April 2017, (she turned 10 in December) she did the beginners course with her Father, then she encouraged her mum to try and the whole family are now shooting with Windsor Forest regularly. (Mum, Dad and herself)

When she finished the beginner's course she started competing with her parents at away tournaments and home competitions, and regularly brings home medals but is not disappointed if no medals, she likes to compete and is very competitive. (WFB always supports and advises comps that will be suitable for her).

Blaize also attended the Windsor Forest Windsor @ Windsor which was her 1st Tournament while her Mum was doing the catering; she helped her Mum during the breaks. She also helped whilst shooting at the Berkshires in July. She also helped at our have a go talking to the youngsters etc. The whole family were complimented on their professionalism, at their first indoor shoot, at the Hillingdon WA 18, by Graham Potts.

As you know Windsor Forest has to put the safety equipment out which is the ropes and posts, Blaize will quite happily pull the trolley round with all the posts (this is no mean feat as they are quite heavy when full) she never complains and always has a cheerful disposition. She will also help her Mum put the rope out as well and will be the first one to put away posts etc. in all weathers.

Blaize turns up at every occasion that Windsor Forest is shooting even when the weather is not brilliant, during the summer months she can be at the club at least 3 days a week and she puts the field out, so when everybody arrives the field is ready for them to shoot.

We would love to encourage Blaize as she is going from Strength to Strength in her archery and is credit to Windsor Forest Bowmen and we are very proud to have her as an archer.

She shows all what archery is about, Union, True heart and Courtesy.

10 Appointment of tellers

Not required

11 Election of Officers

The following Officers were elected:

	<i>Nominated</i>	<i>Proposed</i>	<i>Seconded</i>
Chairman:	Steve Nicolson	Jane Burnham	Ted Burnham
Treasurer :	Tom Clint	Steve Nicolson	Shirley Nicolson
Junior Rep :	Emma Evans	Jane Burnham	Andrew Cotterell

The following roles had no nominations, but the current role holders were willing to stand again and were re-elected En Bloc: prop: Fiona Priestly Second; Pete Stickings
Gent Vice President – Graham Potts;
Records Officer - Heather Gierth;
Safeguarding Officer – Mike Hogg;
Tournament Organiser (Outdoors) – Pete Stickings
Tournament Organiser (Indoor) – Shirley Nicolson;

12 Agenda Any Other Business

12a) Procurement of Chronotir

Chronotir – originator Graham Potts/ Ted Burnham

At the indoor, a number of archers asked why we did not have timing equipment available, as a lot of shoots they attend now, there is equipment, and we allow its use at Archery GB rounds as well as WA rounds.

From the Judges perspective, it is better for us as well, and if anyone goes over time, they cannot get angry with us (which sometimes they do when we just have whistles and stopwatches....) .

Our (the Berkshire judges who were present at the Berkshire indoor) is that a set of the Chronotir Timing equipment would be a very beneficial addition to the Berkshire Archery Association. The benefits of the Chronotir system over the Danage system (these are the main two on offer) is that the Chronotir is rechargeable, and there are no cables across the field of play to trip over.

The system could be used for the following:

1. All Berkshire Archery Association Tournaments (i.e. Indoor and outdoor championships)
2. All Berkshire Clubs for a nominal hire fee to cover cost of transportation (from whoever is storing them and ensuring they are charged up - this would have to be decided)
3. Other hire opportunities at a higher cost, (generally around £100 a day at the moment) to recover some of the initial outlay. Ted added Surry and Middlesex have these systems, and hire internal to the county £100, external to the county £1000 deposit and £200 for a weekend
4. Squad Session: training shooting with the timing equipment
5. Required for WA events: especially if BAA Champs is WA World Record status.

Cost:

I'm not sure at present, but somewhere around £2,500-£3,000. Ongoing, it's only cost of batteries in the controlling handset, and any maintenance should it ever be required. Ted added that specification to include the upgrade to allow Alternate shooting, duplicate handsets

We have received the Quote:
The quote is valid to 30th January 2018
Approx. price is £2000.00 + VAT

We do have sufficient funds to purchase.
The proposal was accepted by the attendees at the meeting. It was noted that due to the imminent expiration of the quote (see attached) that payment would be Credit Card and expensed back. Graham Potts to contact Ted Burnham.

12b) Outdoor Tournament – Peter Stickings

In 2017 we had an experiment, shooting a double WA70. Generally this was well liked by the attendees, easy for the TO, suitable for Windsor Forest ground layout and entry was up on previous years. But some voiced concern that the rounds were not suitable for junior development, and would prefer WA1440.

Graham Potts confirmed that it would be possible to shoot a WA Metric 1440 (Junior) alongside Double WA70. This would need the appropriate field layout, and assess/inform for the afternoon – that juniors will shoot 6 arrows on either 80cm of 6 zone targets.

Windsor Forest is willing for the ground to be used on 14 July but clashes with Surrey Weekend. World Record status would give a cache to the event, providing Tier3 ranking points, WA target awards, and can be run in close proximity to another WA event.

The AGM ended at 9:15 pm

Chairman

Date:

BAA Accounts for Year Ending 31/12/2017

Summary 2017 Cash Flow

	2017	Excludes Regional Fees	
		2017	2016
Income			
Affiliation Overpayment			
Affiliation - Regional	1396.00		
Affiliation County	2688.50	2688.50	2508.00
Entry Fees - County Champs	708.50	708.50	684.00
BS Interest	24.88	24.88	39.11
Donation			
Sale of Clothing	120.00	120.00	420.00
Total Income	4937.88	3541.88	3651.11
Expenditure			
Trophies + Medals + Engraving	260.50	260.50	798.53
Replacement / Repair Trophies/ Gonfalon	274.80	274.80	
Date Flashes & County Colours	90.00	90.00	
Grants	500.00	500.00	500.00
Officers Expenses	50.00	50.00	25.00
Committee Room Hire	102.00	102.00	68.00
BAA/Judge Clothing	307.00	307.00	1039.00
Entry Fees - National Tournaments	487.02	487.02	309.58
Entry Fees - Regional			120.00
Postage / Stamps			
Championship Expenses (Outdoor/Indoor)	839.76	839.76	720.87
BAA Website	59.49	59.49	42.71
Sponsorship			
BAA Record Status (AGB)	25.00	25.00	70.00
BAA Selection Shoot			
Region Affiliation Fees	1393.00		
Region Affiliation Fees to be paid			
Region Affiliation to be C/F to 2018	3.00		
Total Expenditure	4391.57	2995.57	3693.69
Excess of Income / Expenditure	546.31	546.31	-42.58
Assets			
Cash in Hand	124.72		
Newbury BS	10477.07		
Lloyds Bank Current A/C 31/12/17	6313.39		
	16915.18		
Medals at Cost £2.50 per replacement unit			
21 Gold	52.50		
3 Silver	7.50		
0 Bronze	0.00		
61 Medal Centres @ £1.95	118.95		
	178.95		
0 Bin Paddes @ £3	0.00		
135 County Cloth Badges @£1.10	270.00		
60 2017 & 2018 Date Flashes @ 60p	36.00		
Total Assets	17946.44		

I certify that I have audited these accounts and have found them to be correct and in accordance with the books, vouchers and receipts as presented to me.

Sue Potts
Sue Potts

Date 18.1.2018



electronique

Ship to :

Berkshire Archery Association
C/O 42 Nash Grove Lane
Wokingham
RG40 Berkshire
England

Compan	Document N°	Account Nr	Doc	Date	Rep
100	OD705149	000842	S	08/12/2017	SM
Reference			QUOTATION		

Business follow by : Sophie Morin
Attention to : M. Ted Burnham

Berkshire Archery Association
C/O 42 Nash Grove Lane
Wokingham
PoBOX 4HD
RG40 Berkshire
England

Tel :
Fax :
VAT :
Siret :

Page 1

Qty	Un	Désignation	Leadtime	Gross Price	Discount	Net Price	Amount	
Chronotir 2C								
010	1,00	P NE868TC2B2T 2B + 1TC + 2CHAR. + 2 TREP. Cet équipement est composé de deux bornes avec l'option duel, une télécommande, deux chargeurs, deux trépieds This equipment is composed of two displays with dual options, one remote control, two tripods and two chargers	08/12/2017	1 700,0000		1 700,0000	1 700,00	
020	1,00	P NE888TC Remote Chronotir 2C (1 extra)	08/12/2017	350,0000		350,0000	350,00	
030	1,00	NEPORT Shipping cost	08/12/2017	75,0000		75,0000	75,00	
Static	Static	Static	Static	Static	Static	Static	Static	
Tot Qty : 0,00								
						HT amount	EUR	2 125,00
						Amount subjected to VAT :		
						Exo :	2 125,0000	
						TOTAL	EUR	2 125,00
TERMS : Transfer Cash								

ECVF Electronique - 19 Rue du Souvenir 16340 L'Isle d'Espagnac - BP 40647
tél : (+33)5.45.68.75.35 - fax : (+33)5.45.94.79.60

SARL ECVF AU CAPITAL DE 50 000.00 € - N TVA : FR37 392 309 977 - SIRET : 392 309 977 00016 - APE : 2620Z - RCS ANGOULEME