

Minutes of Panda Bowmen committee meeting held 22nd July 2024, 8.00pm on Zoom

Present: Anthony, Rosemary, Keith, Sally, Mandy, Paul, Phil, Mark

The **minutes of the meeting 10th June 2024** were accepted as a true record of the meeting generally. However, clarification was needed about reimbursing coach training costs.

Matters Arising

Reimbursement of coach training costs (clarification)

This item had been rather rushed at the end of the June meeting and it was unclear from the minutes exactly what had been agreed. So we discussed:

How has this been handled in the past? Anthony could not remember how his training was paid for as it was so long ago! Colin was probably fully reimbursed for his training because he had already helped out at 3 or 4 beginners courses.

The cost of training has gone up significantly in recent years and AGB seem to expect more from coaches. The cost could be prohibitive for some people; but we do not want to pay the whole cost upfront as the training is in stages and someone could fail to complete the training.

Following discussion about timing of reimbursement, **it was agreed that:**

50% of the training costs will be reimbursed once the training has been completed.

The remaining 50% will be reimbursed after the new coach has taken the lead (with support) on 2 separate events that bring in money and provide value to the club ie. beginners courses or taster sessions.

CPD costs will be fully reimbursed as the need arises, as this is in the club's interest.

The DBS check carried out through AGB is paid for by AGB so long as the coach is not being paid for the coaching work.

Horsetail

Rosemary had informed Mike of the presence of this plant, he said that he would apply weedkiller when the weather permitted.

Change to website wording

It was confirmed that the section on corporate days had been altered, we thanked Mark for doing this.

70th Anniversary Celebration

Anthony asked who is our target audience? Is this for the community around us, to bring people in? Or for archers? Or for both (but we couldn't do both at the same time)?

We agreed this is a celebration for archers.

Keith suggested latching it on to Pandamonium, but after brief discussion of this we agreed to hold 2 separate events: Pandamonium specifically for longbow archers, probably in May (as it was this year); and the 70th anniversary for archers generally, to be held in late June/early July.

We will open the event up to archers from other clubs, both local and further afield. Anthony thought that former members who now shoot elsewhere may be interested to attend, eg Terry & Sue Jones; Bill Brydon. The event can be advertised on the YAA website.

Sally suggested asking people to send us any photos, stories, memories...that they may have.

We have a number of photos on our website, but many are uncaptioned.

Anthony commented that from the history point of view we should have something with dartboard type targets. Panda used to take archery into pubs and clubs and shoot against/alongside darts players!

Sally said that we should check with the rugby club when they will be holding the beer festival and

the rugby 7s next year, to avoid a clash of dates.

We can also look at the tournament list on YAA to get an idea of dates.

Paul thought it would be worth putting a brief announcement on the YAA website to let people know that we are planning a 70th anniversary celebration next summer, details to follow. We agreed, and Rosemary will send something in when she has opportunity.

Paul asked what ideas people have had for a shoot; the only thoughts had been Paul and Keith's shared idea of 70 arrows at 70 yards (or variation on this); and Anthony's thoughts about a dartboard target.

Sally enquired if we had asked our members what they think – No, we haven't! The possibility of an anniversary celebration was raised at the AGM, and members were supportive of the idea, but nothing further has been said about it.

We agreed that Rosemary will email members to let them know of the anniversary and ask for their thoughts/suggestions.

Pricing for Beginners Courses, Have-a-Goes and Taster sessions

Anthony had prepared a table of costs charged by other clubs/companies, for comparison with our own. He felt that £10 per head was reasonable, and asked if the committee are still happy with what we charge at present.

Paul enquired about travel costs for the coach, given that AGB pay for DBS checks on the basis that the coach is not paid for his coaching work. Anthony said that you are allowed to claim travel expenses.

We agreed that a have-a-go or taster session is a fundraiser for the club, so payment is made directly to the club. If the coach needs to travel, the fee for the session should include the cost of travelling; it must still be paid to the club, and the coach can then be reimbursed for the travel. Everything goes through the club account, and then it is clear that the coach is not charging for his time.

Following discussion about pricing, the following was agreed:

Fees for beginners' courses will increase to £65 per adult, £45 per junior (under 18).

For taster sessions the fee will be £10 per head for community groups such as Scouts, Guides etc; £25 per head for corporate and business customers. This fee will cover a safety briefing (maybe with cup of tea?), allocation of equipment, and then 60 minutes of shooting.

(As an aside, Anthony explained that he had recently conducted an archery session for 2 Duke of Edinburgh award candidates. Three sessions had been booked, but in the end only one took place. He sent an invoice for £20 to the establishment involved; he said he would send Sally a copy of the invoice and asked her to look out for the payment into the bank account.)

Awards, trophies, prizes

On Saturday 6th July several club members examined the trophies that were in the bunker.

It was agreed that for Pandamonium, medals and prizes would be awarded, but no trophies.

People could keep/consume their prizes as appropriate but there would be nothing to return to Panda.

The trophies for the club championship were mostly alright, but 2 of them were badly worn.

Anthony had taken these to a trophy shop in Rawdon to get a quote for replating them. A rough estimate was £200 each. Anthony felt, and we all agreed, that it is not worth spending that much money on old trophies. It is possible to buy new ones (not silver, but still smart looking) for around £45-50.

We need to look again at the trophies we have for the club championship and decide whether to keep them as they are, or replace them. One of them has come up nicely after an application of

silver polish, so that one is usable now. One trophy has a hallmark on, but no-one could remember which trophy it is! Anthony suggested looking at them again on Saturday 27th July.

We also need to decide when to award the prizes. Traditionally they have been awarded at the Christmas dinner, or following on from the AGM (in an attempt to get more members to attend the AGM!).

Paul had informed the committee that the Wooden Spoon award (for worst white) was no longer usable; it was made of MDF and was now perishing. Paul had removed the plates from the award and asked the committee how to move forwards with it. After discussion it was agreed that we will purchase a new, normal size wooden spoon that the winner will be able to keep tucked away in a drawer. If the plates do not fit on it, it would be possible to write on the spoon and then varnish it. There was no discussion as to who would actually buy the spoon.

Mandy enquired about insurance cover for the Chris Wright trophy. Anthony said that he would check up on it and make sure that it was appropriately insured. Keith said that this should go on the agenda for next time.

Bank account

Sally told us again that NatWest are not being helpful; they are not interested in helping us to move online, and cannot tell us when it might be possible.

Sally has found that increasingly businesses want online transactions. Sometimes there is no address provided for sending cheques; deadlines can be tight. The last 2 times we have gained new members at Panda, Sally has had to pay from her own account and then claim the money back, because there wasn't enough time to sort out a cheque and get it to AGB by the deadline.

So she would like to move to a different bank. She has found that Lloyds Bank Business do a Treasurer's account, for small clubs like ours and it looks fit for purpose. There would be no fees payable for what we normally do; fees become payable if you have a very large number of transactions but we are very unlikely to reach that level.

We agreed that Sally will look further into the details of this account as soon as possible.

Fees

AGB have changed the age structure for membership. Members will be classed as either under 21 or as 21 and over. The AGB membership fees for 2024-25 were circulated earlier this month; there is an increase of £10 for over 21s and £7 for under 21s.

Keith commented we will have to put up our fees to match; Mandy pointed out that we don't yet know what the YAA fees will be. Paul had looked for that information but it was not available. The YAA website only shows 2023-24 information.

We need to know how much increase to pass on to our members; Rosemary agreed to email Gwen Smith at YAA to ask for this information.

Sally asked when we need to contact our members about fees. Anthony commented that AGB have said the renewal process is changing but we have no details yet. Previously the renewal process opened on 1st September. The last couple of years we have asked Panda members to pay by mid-August so that their payments could be seen on the bank statement produced at the end of August. Prior to that we asked for fees by mid-September, for payment to AGB by 30th September. Sally said she needs to get the application through because online access make everything easier; she needs to know about this before she can give us a timeline. Anthony felt the process should be fairly quick because we don't have standing orders or anything like that to change.

Sally will check the bank details, Rosemary will check with YAA about fees

Keith said we should pass on AGB and YAA increases; Paul felt we should also increase the Panda element of our fees.

We agreed to pass on the AGB increases - £10 for a senior, £7 for a junior. We will increase the Panda element by £5. We will pass on the YAA increase as well.

Sally wondered if anyone who might be struggling to pay the fees could pay by instalments; it was felt this was not really workable as a lot of the fee amount has to be paid out soon after receipt, in September (to AGB) or October (to the rugby club).

Keith was keen for us to send information to members quite soon.

Rosemary felt that we could work with a September deadline for payment of fees, as we have never had the problem of members payments going astray online. Sally wants to avoid sending out bank details for payments only to have to change them soon afterwards. Rosemary hoped that a September fee deadline would give Sally time to effect the change, but if not then we will have to accept fees into the old account, as we must have members' fees by the end of September.

Container repairs and inventory

Paul has had very little response to his email requesting help with repairs and inventory. Of those who did respond, most prefer to help with the inventory or stand repairs, and are midweek archers. So Paul asked that the midweek archers take charge of these items and organise themselves.

Paul will call a non-shooting day one Saturday for container repairs and grounds maintenance. The roof repair must be done before winter, otherwise more serious work will be needed. Paul was disappointed at the lack of response and involvement from many members. Anthony and Mandy agreed that Paul needs to pick a date when he is available and communicate it to members, stressing that these are urgent repairs and asking members to come and help.

Paul had hoped that we could have stands in good repair in time for the Chris Wright shoot. (We are not sure how many stands we will need for that; numbers shooting Saturdays have been low recently, but midweek archers may turn up for a special event.) It was agreed that the good stands could be taken from the right hand bunker and put into service. Paul has 1 or 2 old fire hoses that can be used to protect the legs of the stands; Anthony asked Paul to leave the hose in the beginners bunker so that it can be attached to the stands before they are put into service. Paul was thinking to use roofing nails in the sides of the legs; Anthony agreed to look in the cupboard the following day to check if we had any nails, and let Paul know. Phil suggested using cable ties; they were a possible interim measure.

The midweek archers willing to help with repairs are Anthony & Rosemary, Keith, John and Phil. Several dates were suggested when we could get together for work, but no date was found that suited everyone! Anthony said that we will sort out stand repairs in the next couple of weeks.

Any Other Business

Paul mentioned that our newest member, Mark, had turned up on Saturday to shoot, and only Keith knew who he was. Paul asked that we do the courtesy of telling existing members when new people join, giving their names, so that the new members will be expected and welcomed and not risk being turned away. Anthony and Rosemary apologised for failing to do this, and will send out this information in the future.

Date of next meeting

This was arranged for Monday 2nd September 2024, at 8.00pm on Zoom.