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Minutes of the Management Committee meeting held on Thursday 3<sup>rd</sup> November 2022 via Zoom, commencing at 7:30pm.

1. **Apologies for absence:** Duncan Brown, Jamie Finley, Sheila King

**Present:** Bob Gaywood, Tim Edwins, Sue Barnes, Mike Cubitt, Averil Flack, Carolyn Edwins, Alan Cregeen

2. **Matters arising from the previous meeting:**

Carolyn has emailed Ray Keemer-Richards regarding the Paul Reilly Memorial Doubles and donations to the British Heart Foundation. Tim has been in contact with Chequers PC and their grant application is currently on hold as they are exploring alternative funding routes. Averil checked about disabled access and there is nothing in government legislation saying it must be present. Agreed we will encourage clubs to think about it for the future. Bob contacted the Kent member travelling to Australia and provided them with KPA keyrings, coins, and jacks. Bob has also spoken to Neil regarding junior boules and explained and set out the KPA position. Jamie has located 2 sets of the junior boules and Tim is collecting them Saturday. The KPA wanted to place their thanks on record to Alex Spillett for running the KPA Mixed Doubles despite awful weather conditions.

3. **Treasurer's report:**

*"I haven't sent out a balance sheet this month as I am busy getting all the figures ready to send to auditor for end of years accounts.*

*Very pleased to report that on 7 October we received our refund due from IOW Tours. I will say no more than it is no way to run a business.*

*Overall considering that we brought new kit we have kept finances on a reasonable level I will send out the figure's once all the accounts are finalised.*

*I have received an email from PE on the new membership system which entails the Region Precept being paid straight into KPA account which should be preferable as we will be receiving money immediately.*

*I also sent out an account to Carolyn of the monies that had been paid into the KPA for Paul Reilly's charity competition showing exactly what had been paid in, refunded to competitors and what had been sent to BHF. I am very disappointed that a certain person was giving out the impression that the KPA was keeping money which was stopping such person from passing on the money that had been raised on the day to the BHF.*

*Other activity this month included the KPA Mixed Doubles which had a very disappointing numbers of entrants (the weather could have played a big part in that but also being held quite late in the season). Many thanks to Alex Spillett for running this event and we also had David Roberts umpiring (I am sure that he wasn't over taxed) and must appreciate these volunteers for being willing to turn out in such inclement weather.*

*The Champion of Champions was held this month and have paid out some travel expenses but not all competitor's have claimed. I do think that it should be the participants that claim but I did send out an email to one representative from each team as decided that I was sure that people had travelled together when possible.*

*Looking forward to the coming year I think that we should be looking to raise the mileage allowance from 22p per mile to maybe 30p considering the rise in fuel and other motoring costs.*

*Finally, the question of Junior Boule was raised on the FB page. I am not sure I agree with all the conversations being carried out on FB. I will say we had this under discussion and KPA should purchase a few sets of boule for the use by juniors while they decide whether they like the game. A deposit of the cost of boule should be paid by the Club requesting use of the boule and a form completed by Club and adult responsible for the junior without the return of the boule in good condition and in the time agreed. The Club will forfeit the deposit paid to KPA. A register of the boule of when loaned showing the date, signature and name of the Club Officer, signature and name of Adult with a contact number also included is the date that the boule are due back to KPA"*

**4. Membership report:**

Duncan is travelling so couldn't attend the meeting. PE have emailed out a few more details of the new membership system they are using, Sport80. This will pay regional precepts straight into the KPA bank account. Sue has set this up and confirmed the bank details are correct.

**5. KPA/KPL joint AGM November 17<sup>th</sup>:**

Tim will sort the agenda as per the constitution. We have received nominations for treasurer and committee member. The MC propose a change to the constitution, adding a new sentence to say clubs must have risk assessment in place. All agreed. We have also had a proposal from Whitstable Grattons PC that matches at the regional qualifiers are timed games. Tim & Alan will liaise to get any KPL proposals for the agenda too. Averil will send Sue the invoice for the AGM buffet food.

**6. Safeguarding:**

Sheila was unable to attend the meeting but had emailed Bob & Tim in advance. Sheila mentioned the vacant coaching coordinator role. Bob announced we had spoken to Peter Clarke earlier this year about it, but he couldn't commit at the time. Agreed to contact him again to see if situation has changed. Mike said he had spoken to the Gravesend Doubles organiser about photography and streaming and this will be announced on the day.

**7. Junior opportunities:**

Jamie circulated an email from Shaun Rowley about possible new junior opportunities at schools in Gravesend & Medway. Mike said he had previously been in contact with Mayfield Grammar School, but they had no funds. The email sounds positive. Due to Jamie's absence, we will carry over to the next meeting.

**8. Date of next meeting:**

Confirmed as Thursday 8<sup>th</sup> December.

**9. Any other business:**

Bob thanked Mike Cubitt & Sue Barnes for all their work during their time on the Kent committee and as officers of the association.

Mike confirmed that all the KPA trophies and prizes are ready and at the engravers.

**Meeting closed 21:04.**