



Devon and Cornwall Archery Society

Minutes of the Annual General Meeting held on 27 November 2011

At Yelverton Memorial Hall, meeting opened at 2.00pm with John Poyner in the Chair.

Members present: from retiring Committee Sally Sandoe, John Poyner, Chris Vitali, Paul Callaway, Phill Carder, Brian Hardy, Marion Hutter and John Russell, together with 33 other Senior members representing 11 clubs plus 1 Junior member.

Apologies for absence: from retiring Committee Sami Glover, Bob Young and Peter Fairbrother, and from 6 other members.

1 Minutes of the 2010 AGM

The Minutes of the 2010 AGM had been previously circulated and were taken as read. Colin Holmes pointed out that in the minute of elections for Committee the name of the elected Chairman, John Poyner, had been omitted.

With this correction made the Minutes were accepted by show of hands as a true record of the 2010 AGM and a copy signed as such by John Poyner.

2 Matters Arising

There were no matters arising from the Minutes of the 2010 AGM.

3 Chairman

John Poyner reported as Chairman that it had been an 'interesting' year for DCAS, with both ups and downs, and with a number of problems arising and to be resolved. John confirmed, as advised last year, that although he would be willing to stand for election again this year, that would be his last year as Chairman.

4 Secretary

John Russell read his written report as Secretary, as attached hereto.

5 Treasurer

Paul Callaway tabled Annual Accounts, and read his written report as Treasurer, as attached hereto.

In questions from the floor Margaret Byrnes referred to the Development Loan scheme and asked what would happen if 5 Clubs each asked for a loan of £5,000. Paul responded that the loan amount is "up to £5,000" and award of a loan is discretionary, so Committee anticipates being able to manage that situation.

It was questioned that no Treasurer's or Secretary's petty cash was shown in the Accounts. Paul confirmed that at present neither of the officers had found the need to take petty cash, although this could always be reinstated in the future if needed.

There being no further questions, proposed by Mike Byrnes that "the Annual Accounts be accepted", seconded, and passed by show of hands.

6 Tournament Organiser

In Sami Glover's absence the Secretary read her written report as Tournament Organiser, as attached hereto, and added at Sami's request an appeal to all members to look in their cupboards at home and at the club to see if any unreturned DCAS trophies are lurking there – a number of DCAS trophies have gone missing over the last few years.

Noting that Sami is not standing for re-election, a vote of thanks was proposed by Margaret Byrnes to Sami and including her parents for supporting her, seconded, and passed by show of hands.

7 Coaching Organiser

Phill Carder read his written report as Coaching Organiser, as attached hereto.

In a question from the floor Margaret Byrnes asked if a Coach can be appointed by a club as their CPO. The response was that it is recommended, but not mandatory, that the CPO should not be a Coach.

8 Juniors Representative

Brian Hardy reported that due to poor health he was not as well in touch with the Junior scene as in previous years. He had heard:

- That DCAS Juniors have been setting new national clout records.
- That following the non-renewal of the contract of the AGB Junior Development Coach the positions of three DCAS Juniors on the national squad had been terminated.
- That as far as he was aware a Coach to run the Regional Academy in the GWAS Region had not been appointed. Nevertheless at least one Junior in the Region appeared to be attending an Academy although the selection procedure was not known.

Brian reported that 1st, 2nd and 3rd place medals are now available in all Junior classes at DCAS tournaments. The Junior County Team at the Intercounties had comprised 11 archers this year, some who were new to the team.

Brian noted that he had been Junior Rep for 10 years today but with regret was not standing for re-election, for reasons of health and because he was unable to fight his corner anymore. He implored somebody else to step forward and take on the post. He expressed thanks to Colin & Ann Holmes, Marion Hutter, and Margaret & Mike Byrnes for their support.

John Russell offered recent information on a couple of the points raised by Brian in his report, as follows, based on attendance earlier in the month at the National Coaching Conference, and from visiting a Regional Academy session taking place at the same time as an AGB Development Squad at Lilleshall:

- Of the three DCAS Juniors on the national squad, two (one of whom is no longer a Junior) had lost their places at their periodic reviews, but one remains on the Development Squad.
- The Regional Academies are not defined by GNAS Regions, so there will be no GWAS Academy as such. There are intended to be only three Regional Academies in England – Midlands, North, and South. The Midlands Academy is up and running and has had the first session at Lilleshall. Coaches and a venue have been identified for the Northern Academy which should be running by the end of the year. Coaches and venue have not yet been identified for the Southern Academy, but it is hoped to have this running in 2012.

9 Records Officer

Due to a problem with e-mail, and in his absence, Bob Young's report as Records Officer was not available but is attached hereto.

10 Judges Representative

In Peter Fairbrother's absence John Poyner reported as follows:

- Regional Judges Marion Hutter and Chris Vitali had both stood down during

the year.

- The new Judges uniform shirt had been redesigned, and the new uniform will be mandatory from 1 January 2012 for Record Status tournaments.
- Following a recent re-appraisal exercise for Regional Judges (a total of 80 across the UK) some failed to respond and have been downgraded to County Judges, and some have been invited to repeat the test.

In comments from the floor some dissatisfaction with the new uniform was expressed, with one comment that it made Judges look like jobbing gardeners.

11 Presentations

Sally Sandoe as President presented Marion Hutter with the GNAS Certificate for Services to Archery, in recognition of loyal and exceptional services to DCAS.

The Roy Skipper Tournament Organiser's Trophy was presented to Tim Pratt in recognition of the outstanding success of the Exmouth/DCAS/GWAS Field Championships. In accepting the Trophy Tim acknowledged the help and support he'd received from Steve Glover, and would like to regard the award as a joint award with Steve.

A total of 51 County Record certificates were presented.

Gifts in appreciation were presented to members of Committee not standing for re-election, namely to Brian Hardy, Bob Young and to Sami Glover and parents.

12 Election of Committee

The Secretary advised that as of the due date required by the Constitution no written nominations for Committee posts had been received. Accordingly nominations for all posts can be taken from the floor.

The following members were elected to the Committee for the forthcoming year, each by show of hands:

President	Sally Sandoe	re-elected
Chairman	John Poyner	re-elected
Vice-Chairman	Chris Vitali	re-elected
Secretary	John Russell	re-elected
Treasurer	Paul Callaway	re-elected
Tournament Secretary	on the understanding that the role would be Tournament Secretary, not Tournament Organiser, Judith Brelsford agreed to stand. Proposed by John Russell, seconded, and elected by show of hands.	
Coaching Organiser	Phill Carder	re-elected
Juniors Representative	no nomination made, post left vacant	
Records Officer	Jane Forrow proposed by Lez James, seconded, and elected by show of hands.	
Judges Representative	Peter Fairbrother	re-elected
Rep to GWAS Council	Paul Callaway	re-elected (a second post of Rep to GWAS Council is held ex-officio by the Secretary.)
Newsletter Editor	although not a Constitutional Committee post the re-appointment of Sami Glover as Newsletter Editor was endorsed by show of hands	

13 Any Other Business

Based on returns made by Clubs to date a draft 2012 Tournament Calendar was read out. A few corrections and clarifications were discussed and incorporated.

Yelverton confirmed that they can put on the DCAS Indoor Championships on 26

DCAS

February and the venue has been booked, but they don't have a Tournament Organiser. Judith Brelsford as Tournament Secretary agreed to act as TO for the Indoor Champs.

Colin Holmes has put a proposal on the website for score levels for gaining DCAS Rose and Star badges in barebow. Archers are invited to check the proposed scores and give comments to Colin. In the absence of comments the proposed score levels will be adopted.

Margaret Byrnes appealed for tournament entry forms to be sent out to clubs by post, and not just posted on the website. Tournaments may be losing entries from clubs and archers that do not check the website.

John Poyner informed the meeting about the new Archery Foundation charitable trust, which is currently inviting interest from clubs looking for funding for projects with a community aspect.

Separate e-mails received from Estelle Edwick and June Gaydon were read out commenting on the lack of Senior Squad training opportunities in the County. The comment was made that an invitation from the CCO last year to express interest received very little response. Comments from the floor suggested that this could have been due to uncertainty over who was eligible. In the past the previous year's team plus archers who were getting close to selection were specifically invited. The Committee will address this matter.

Jimmy Sandoe noted that the rules for the winter Postal Leagues state that archers can only shoot for the Club shown on their GNAS card. This year, however, the new GNAS cards for direct members do not show the Club or County. Agreed that there was no intention to exclude direct GNAS members from the Leagues and a rule modification would be issued.

There being no other business the 2011 Annual General Meeting of the Devon and Cornwall Archery Society closed at 4.30pm.

Minutes recorded by
John Russell
Secretary

Accepted as a true record by
John Poyner

Secretary's Report to the Annual General Meeting 2011

This has been my first year as Secretary of DCAS, a post that I was not expecting to fill when I came to the AGM last year! I think it's true to say that I was press-ganged! After 5 years as Secretary of a Club it has taken me a while to work out what the Secretary of a County Association - and, indeed, what a County Association - actually does. And I'm just starting to think about what DCAS should be doing!

Part of the role is administrative, of course, although that has included calming disputes between members of the Society, some Clubs, and officers of the Society. I think we all need to try to remember, when something doesn't go as smoothly as we would have liked, that the people who run Clubs, run Tournaments, and run DCAS are volunteers. They give up their own time, and often give up their own archery, so that other people can enjoy theirs. Being a volunteer, of course, doesn't mean that we don't have to try to be professional in everything we do. But when something goes wrong I think that as a volunteer we do deserve the criticism to be friendly, understanding and constructive, rather than confrontational, or even abusive.

Closer to my heart the role has allowed me to take a part, with Phill Carder, in kick-starting the Junior Squad sessions last winter after a gap of a couple of years. Those sessions are continuing this winter.

As to what DCAS should be doing, I think we need to be more proactive in implementing the objective of the Society as defined in our Constitution, which is "the encouragement of archery in all its forms". Since most archery happens in Clubs this means doing more to encourage the development of all our Clubs in the two counties.

We have made a start on this, with the launch of our Development Loan scheme. This scheme invites Clubs who have a good idea but no capital to implement it, to use some of DCAS's reserves to get their good idea off the ground. We intend this to be a flexible scheme, and we'll be happy to work with you to make your case to take our money off us! By working with you we may also in some cases be able to secure an element of grant funding.

I shouldn't have mentioned the Constitution! Our Constitution is becoming out of date in very many ways and, personally, I'd like to see a change in emphasis away from being "the administrative body for archery in Devon and Cornwall" and more towards support and development for Clubs and archers. So revising the Constitution, that's a job for next year!

John Russell
November 2011

Tournament Organiser's AGM Report

Firstly, apologies for my absence, I have not been well over the last week, and I thought I would spare you all from getting what I have!

It is with sadness and happiness that I write this report. I am very sad that I am 'having' to step down from this role, but happy that I know that I am doing it for the right reasons. Over the past couple of years, but more prominently over the past year I have been the victim of verbal harassment over this volunteer, unpaid job, and it has worn down my health so much, that I am no longer able to carry on with the role. This, teamed with the fact that there is a decline in numbers attending competitions, shoot fees increasing, and a reduction in the number of clubs that are willing to hold DCAS tournaments, has made me come to my decision.

I have enjoyed the high points, pulling together a shoot that everyone has enjoyed, making sure that everything runs smoothly on the day etc, but unfortunately due to the fore-mentioned reasons and more, I can no longer continue. I have had my arm twisted by several people to carry on and continue through the bad times, but now, with stepping down from this role, I hope to get back into shooting again after Christmas.

I am saddened by the fact that no-one has come forward and expressed an interest in the job, however, I understand that the current role that it is now is very big and genuinely too big for one person to handle. Many suggestions can be made as to how to break down the role:

1. Someone taking on a Tournament Secretary role, with each host club administering the shoot on a club basis
2. Someone doing the Indoor, Grand Day & Autumn Gold, and another person taking on the Exmouth/Redruth FITA's & the County Championships
3. Someone taking on the role of Trophy Secretary to alleviate this major part of the role

However it works out, I wish this new person/people all of the best with the job in the future, and remind everyone sitting here that if no-one takes it up, then there will be no county shoots this year coming, and with the Olympics, this would be a major shame.

I want to thank the people that have supported me over the last few years in this role, you really did make a difference, and I couldn't have done it without you. I hope to see you all on the shooting line soon. I would still like to offer my services as DCAS Newsletter Editor so that I don't come completely out of touch with everything happening in Devon and Cornwall – and many people have said that they enjoy the newsletter each issue. Hope to see you all again soon - best wishes and good shooting.

Sami Glover
DCAS TO
DCAS Newsletter Editor

County Coaching Organisers report 2011

First, I would like to thank all of the people that have helped me into the position in my first year.

With the help of three other coaches we ran a junior squad during the winter months at the Scout hut in Pinhoe in Exeter, three of the recently qualified Level 1 coaches attended as part of their personal development for their next renewal.

I have set up another series of junior sessions for this winter the first was In Paignton on the 12th of November this is a new venue which has more space available. There are four sessions also booked for the scout hut again so numbers are limited to 16 again which will make it a little crowded.

A full list of dates at the end of this report.

On to coaching courses I have set up a course for Brixham with Malcolm Grant acting as course administrator, with three days of training on the 11th and 12th and 18th of February with the assessment day on the 5th of May, this has twelve candidates three funded by North Devon active villages.

I have also managed to get funding from Active Devon of £75 each for the other nine people this is payable on passing the course.

These candidates will need to get as much time in practicing for the assessment in May, so if any clubs want to contact Me with requests for them to come and help out at a Have a Go's or beginners courses please do, I will pass your details onto Malcolm.

I have agreement from a coach in Cornwall to act as course administrator for a course in ST Austell and am sorting out booking the dates, (may have been done update at end). I have enough candidates for the course already but if others are interested, please let me know your contact details so that I can keep a list up to date. I am trying to contact the Cornish equivalent of the Active Devon organisation to see if I can get any funding for this course.

At the moment I only have two people looking for a level 2 course so they may need to join in with a course out of county, I am enquiring in neighbouring counties to see if any are due to run.

Earlier I mentioned the Active Devon organisation this is the county sports partnership who have a web site generally for all coaches from all sports they run a wide range of coach education courses from safeguarding & protecting children to first aid and injury prevention.

They have funds available to help with all levels of coach training, they also run a coaching seminar in Plymouth every year when they run a series of 90 minute sessions on many subjects mixing coaches from football, rowing, athletics and many others to pass on coaching tips to each other

The web site is www.activedevon.org/coaches to register as a coach

It cost nothing to join and you will get regular updates and information from them.

JUNIOR COACHING DATES

At the Pinhoe Scout Hut in Exeter 16 places available

3rd of December 10 am to 4 pm approx

21st January 10 am to 4 pm approx

18th February 10 am to 4 pm approx

17th March 10 am to 4 pm approx

My contact details are on the DCAS web site.

E mail dcasccopc@gmail.com

Mobile 07840965456

Phill Carder
CCO

Records Officers Report –

DCAS AGM November 2011

If somebody else other than myself is reading this then I apologise as I have obviously not yet returned home in time from a short break I have just taken.

51 County Records have been steadily claimed throughout the last year. Of these, 30 were forwarded on to GWAS as Regional Records. Most of these were accepted as GWAS Records or had been beaten before the latests list was actually publicised.

The trend this year was mainly towards the Ladies who claimed 26 records, Gents claiming 11 and Juniors 14.

There has also been an opportunity this year towards claims for rounds that are not normally shot or by Juniors shooting adult distances. The increase in Barebow and Longbow records is also apparent.

County Team selection was carried out as normal and again the team selected on the basis of the 5 best scores based on an average handicap rating. This again seemed to work well with a team that although having a new look to it gaining a creditable 2nd place again at the Inter Counties tournament in October.

My apologies for perhaps not keeping people quite as up to date on the progress of the selection process as I was not travelling around the county as much this year.

Over the last few years (seems like forever!!) I have, I hope, managed to keep you all happy with the upkeep of the DCAS County Records. It is a post that is left singularly up to the Records Officer to maintain and thankfully there are very rarely any problems to worry about. Following my decision at last years AGM to continue in the post for a further year I must now keep firm in my decision not to seek re-election again. I feel that it is time for someone else to take on the position and put there own mark on the job.

The position of Records Officer is not a difficult or a time consuming job but it does require a degree of discipline and care. The checking against Results Sheets, DCAS records and the latest GWAS website records must be carefully processed and some data recorded. Ongoing changes can be maintained on a copy of the current DCAS records and then sent on to the webmaster at regular intervals.

Certificates are then produced and issued at County organised events.

I will therefore thank you all for keeping me busy over the past few years and wish whoever takes on the position the very best.

I will obviously be available to assist and liaise where possible with the new Officer.

Thank You,

Bob Young

You should all have sight of a copy of the Annual Accounts, which have been the subject of independent review by Accountants: Francis Clark, Exeter. I have their report here which reads:

"We have reviewed the Income & Expenditure Accounts for the period from 1 November 2010 to 30 September 2011 as provided to us, and confirm that they are in accordance with the books and records provided to us and with the information and explanations supplied to us"

I have not reproduced their report on the copies you have as it takes another two pages of photocopying, but it is available here for anyone to see.

The Accounts are drawn up for an Eleven month period from 1 November 2010 to 30 September 2011 – this brings us back in line with our Constitutional requirement to produce Accounts to 30 September each year, and this ties in neatly with the end of the Affiliation Year. The Accounts are drawn up on a Receipts and Payments basis, with only two adjustments for stock (because these represent substantial sums) taken into account – I will come to them later.

- Bottom left, first page – opening balances as at 1 November 2010 £26,832.96
- Left hand side – Income over the period £10,215.95, split into 4 broad categories: General, Tournament, Coaching and Juniors – more detailed analysis is on the second sheet, which we will come to later.
- Right hand side – Expenditure over the period £6,940.57, split into the same 4 broad categories.
- The difference between incoming and outgoings is the profit of £3,275.38.
- Finally, bottom right, first page – summary of the closing balances for the period £30,108.34

- Merged Coaching and Junior Accounts into the Main Account (with HSBC) but maintain ledger balances for each Fund.
- Stock figure – Tournament medals £945.00 & Tournament merchandise £999.25. Treating these as cash expended in this period would have distorted our profit figure (from ~ £3,200 to ~ £1,200). Stock ~ £2k still in hand with T.O. and will generate income over the coming year or so.
- The 5-Year holding period re. money from the closure of the City of Truro Club expired and the funds officially became ours.
- Since the year end, I have merged the two Scottish Widows Accounts into a 7-day Notice Account with a better interest rate (1.6% compared to 0.25% previously) – still only a low return.
- I have dispensed with the Secretary's and Treasurer's Petty Cash Accounts, so all transactions are handled through the bank.

Page 2: Analysis of Income & Expenditure. Some points to pick up:

- This year only the DCAS element of affiliation fees has come to us, so we no longer act as intermediaries collecting and passing on Grand Western & Grand National fees. The transition to the new affiliation system has not been without its difficulties which I will touch on later. County introduced pro-rata fees for new archers, following the lead set by National & Region.
- This is the last year for which we will receive the 5% GNAS rebate.
- This year Region increased the charge for entry to the InterCounties events (Seniors £20 to £125) to pay for the catering.
- Some certificates were presented by GNAS to archers within the County for their services to Archery and these were framed by the County before presentation.
- Brian Hardy attended the GNAS Development Conference on the County's behalf
- I will not 'steal the thunder' of the Tournament, Coaching & Junior Officers who can each talk about items within their bailiwick, but I would like to thank Sami & Steve Glover for the preparation of Accounts covering the Tournaments, which made my job in pulling all the figures together much easier.
- You will notice that we have not spent anything on our Juniors this year and I hope that is reversed in the coming year.
- Over the year the Committee has come up with some ways of ploughing our money back into Clubs – this has been circulated by John Russell to Club Secretaries and I do hope that you will take advantage of this.

Moving on to Affiliations – I think this has been the most difficult and certainly the most time-consuming part of the job as Treasurer. Once the new affiliation system beds in, no doubt things will improve. One major hic-cup has been identified, with over half of the County's Clubs failing to recognise that new members joining (especially in the quarter from July to September) MUST pay the pro-rata fees – if they are not members of GNAS, following completion of their beginners' course, then potentially everyone's insurance is invalidated in the event of an accident; and ALL archers rejoining from 1 October pay the full annual subscription.

Our Membership for 2010/11 [Y/E 30 September 2011] ended on	936 Seniors
	<u>251 Juniors</u>
	Total <u>1187</u>

Our Membership so far for 2011/12 – from 1 October 2011 to date	695 Seniors
	<u>147 Juniors</u>
	Total <u>842</u>

Any questions?

Paul Callaway
Hon Treasurer to DCAS