

MINUTES

MEETING OF:	Chelmsford City Walking Football Club - Committee Meeting
DATE:	01 March 2022
TIME:	12.40pm to 3.45pm
VENUE:	CCFC, Salerno Way, Chelmsford

PARTICIPANTS:	Chris Jullings, Peter Osborne, Bob Willis, Steve Shoosmith, David Gregory, Spencer Pratten, Terry Buck (via videoconference)
---------------	--

ITEM No.	DESCRIPTION
----------	-------------

1.	Apologies for absence: None
2.	Minutes of meeting 01 February 2022 Agreed Proposer – David Gregory Seconder – Spencer Pratten
3.	Action Points from previous meetings - See Annex A.
4.	Club finances Terry provided an update. <ul style="list-style-type: none"> • Financial status <ul style="list-style-type: none"> ➤ As at 28 February, cash at bank stood at £2,682 . ➤ The Club's current net asset value (allowing for pitch hire and other accruals) is £3,637. ➤ Net income for the year to date is £1,208. ➤ Heading for an end-of-year net surplus of around £1,200. ➤ For 2022/23 Terry has forecast a net surplus of round £900.
5.	Social Secretary update <ul style="list-style-type: none"> • Steve George memorial event, 24th March Arrangements have been finalised. • Quiz night, 8th April Around 55/60 people will be attending the quiz night on 08 April. There will probably be 10 teams.
6.	Welfare update Nothing to report.

7.	<p>Competitions and Tournaments</p> <ul style="list-style-type: none"> • Publication of the Over 60s and Over 65s playing pools has not attracted any adverse reactions. • Due to team withdrawals it was noted that the EWFL Over 50s competitions will be restricted to two divisions. • Arrangements for the EWFL Over 60s and 65s league competitions have been finalised. • For the Over 70s, Chris has entered a CCWFC team into the tournament at Grays on 4th July. • It was noted that the EWFL's position on the Over 70s is unclear. • It was agreed that the entry fee for clubs participating in the two CCWFC hosted Over 70s events will be £45 per team. • The kit for the Over 70s has arrived. • The WFA affiliation process has been completed and the CCWFC squads have been finalised. Terry has drafted the documents necessary to enter the WFA national cup competitions. • Ownership of a storage shed at the main ground has now been passed to CCWFC. It was agreed that the EWFL should be advised that it will no longer be possible for their equipment (essentially pitch markers) to be stored on the site. <p>AP1/0322. Peter to advise the EWFL that, following a security review, the storage of EWFL equipment at the CCFC site will no longer be possible.</p>
8.	<p>Marketing</p> <p>David reported as follows:</p> <ul style="list-style-type: none"> • Leaflet drops have continued. Locations include library and High Street. Next steps will include sports shops. • He has made another posting on the Waltham Community Facebook group. <p>AP2/0322. David and Chris to develop an incentive-based invitation to members to seek their active engagement on attracting new members.</p>
9.	<p>AoB</p> <ul style="list-style-type: none"> • Bob Would like to share with others the responsibility for undertaking the training session selections. (The guidance material has already been prepared). <p>AP3/0322. Chris to invite members to join a pool to undertake training session selections.</p> <ul style="list-style-type: none"> • Chris ➤ Sophie at CCFC has invited CCWFC to participate in a family fun-day on 23rd March. It was agreed that CCWFC should do so to support the main Club.

	<p>AP4/0322. Chris to approach CCWFC members to seek their support at the proposed CCFC family fun-day on 26th March.</p> <p>➤ Steve Shore is arranging a charity event at the racecourse to take place during a July evening, to support the community foundation. When Chris has further information he will share with the membership.</p>
10.	<p>Date/time of next Committee meeting</p> <p>05 April 2022. 12.40pm to 2.30pm</p> <p>To be held at CCFC.</p>

ACTION POINTS

AP No.	DESCRIPTION	OWNER	UPDATE	STATUS
4/0721	Chris to explore with Gerry the mounting of an approach to Chelmsford Council to have a defibrillator affixed to the Melbourne Park changing rooms.	Chris	<p><u>08/21</u> Chris and Peter will be meeting with Sarah Adkins (Chelmsford City Council) on 10th August to discuss this and a number of service issues.</p> <p><u>09/21</u> The case for acquiring a defibrillator to be sited within the changing rooms adjacent to the 3G pitch at Melbourne Park has been submitted to Chelmsford City Council. A response is awaited.</p> <p><u>10/21</u> Chris has made a further approach to CCC following a response that did not address the suggestion. (The unfavourable response was predicated on an AED device being located on the external wall of the changing rooms (where it would be at risk from malicious attack) rather than within them.</p> <p><u>11/21</u> Reply from CCC awaited. Will be pursued.</p> <p><u>12/21</u> McCarthy Stone have committed to purchase an AED. CCFC are happy to mount the device outside, not within, the changing rooms. Chris has approached McCarthy Stone to supply a portable AED. They are working through the details.</p>	Open

			<p><u>01/22</u> Chris has approached McCann again. Response awaited.</p> <p><u>02/22</u> Chris has chased McCann. McCarthy Stone have given the green light to proceed with the AED purchase. Chris and Gerry will determine the purchase options.</p> <p><u>03/22</u> Chris has had further exchanges with McCarthy Stone (MS). They have requested a handover presentation (probably during a Tuesday training session). Sophie at CCFC is in direct contact with MS regarding the company's advertising.</p>	
2/1121	Chris to liaise with Vicky George regarding the timing of the proposed 'Steve George memorial tournament'.	Chris	<p><u>12/21</u> A provisional date of Thursday 31 March has been set for the Steve George memorial tournament. Chris is in discussion with Vicky George (Steve's widow) about finalising arrangements.</p> <p><u>01/22</u> Following further discussions with Vicky, the tournament date has been brought forward to 24 March. The family wishes to enter its own team. Chris will notify Club members. Competition format to be determined in due course.</p> <p><u>02/22</u> CF to next meeting.</p>	Open

			<u>03/22</u> Chris has had further exchanges with Vicky George. She will be providing the names of their players. Bob will prepare a small programme for the event which will reflect the names of the participating players. After the tournament, a social get-together will be held at the CCFC main site.	
7/1121	Steve to develop a model for determining our competition players.	Steve	<u>12/21</u> Work in progress. <u>01/22</u> This will be determined when we have a clearer picture of those players who wish to represent the Club. Chris will kick-start the approach to members to determine the pool. <u>02/22</u> <ul style="list-style-type: none"> • Members have been canvassed to express their interest. • Closing date for responses is 28th January. • As at 26th January, 20 players have signed up for the Over 60s, and 16 for the Over 65s. • A further 9 players have indicated that they are available but their commitment needs to be tested. • Numbers will need to increase to a minimum of 24 per age group to support 2 teams in each age group. <u>03/22</u> Playing pools have been published to members.	Closed

8/1121	Steve to develop proposals for the selection of team managers and assistants for the 2022 season.	Steve	<p><u>12/21</u> Work in progress.</p> <p><u>01/22</u> Managers are already in place. Need to consider assistants and their roles. This will be actioned when the position re. squads for the 2022 season is clearer.</p> <p><u>02/22</u> Two offers of non-playing managers/assistants have been received.</p> <p><u>03/22</u> David Turner will assist the Over 65s Blues. Peter will contact Geoff Stockley regarding assisting with the Over 60s Clarets.</p>	Open
9/1121	Steve to determine the appetite for introducing Over 70s competition football within Essex for 2022.	Steve	<p><u>12/21</u></p> <ul style="list-style-type: none"> • Steve has received very positive replies from a number of clubs regarding their participation in Over 70s tournaments. • The Committee agreed that two Over 70s tournaments would be hosted, on 19 May and 18 August. These will be subject to the EWFL introducing its own Over 70s league. • Chris and Steve will pursue invitations to clubs. • Tony Escott and others will be invited to lead on team selections, team management, and managing the events. <p><u>01/22</u> Six/seven clubs have expressed an interest in participating in CCWFC's tournaments. EWFL decision awaited on the introduction of a 2022 Over 70s league competition.</p>	Closed

			<p>The planned, local Over 70s tournaments can still proceed even if they only involve the Club's members.</p> <p><u>02/22</u></p> <ul style="list-style-type: none"> • Tony Escott is working through the register of 33 x Over 70s members to assess their viability for playing competitive football. • His view is that number of 'playing personnel' may whittle down to around 15 (plus two under-age GKs). <p>Steve will invite clubs to participate in the two CCWFC hosted events.</p> <p><u>03/22</u></p> <ul style="list-style-type: none"> • For the Over 70s, Chris has entered a CCWFC team into the tournament at Grays on 4th July. • It was noted that the EWFL's position on the Over 70s is very unclear. • It was agreed that the entry fee for clubs participating in the two CCWFC hosted Over 70s events will be £45 per team. • The kit for the Over 70s has arrived. 	
10/1121	Chris and Steve to compile a kit/equipment inventory.	Chris Steve	<p><u>12/21</u></p> <p>An inventory for Club kits has been completed. An equipment inventory will be completed in due course.</p> <p>It was agreed that the stock of bibs needs to be replenished.</p> <p><u>01/22</u></p> <p>CF to next meeting.</p> <p><u>02/22</u></p> <p>CF to next meeting.</p>	Open

			<u>03/22</u> Kit number allocations to be confirmed and distributed accordingly.	
11/1121	Chris to establish which CCWFC members hold football coaching qualifications and the levels achieved.	Chris	<u>12/21</u> CF to next CM. <u>01/22</u> Chris will action this when the Coaching Manual has been published and the 'Coaching the Coaches' session has been undertaken. <u>02/22</u> Note to members to be issued shortly. <u>03/22</u> 'Coaching the coaches' initiative to be postponed until the EWFL season has started. AP integrated with AP1/0122	Closed
1/0122	Chris to organise an invitation to group leaders and approach Steve Shore (CCFC) regarding the potential to use the main pitch.	Chris	<u>02/22</u> The Committee reflected upon the disappointing response from some Group Leaders to the invitation to attend a 'coach the coaches' session planned by Spencer. Chris and Spencer will agree a communication to widen the net, which will be circulated by 04 February. <u>03/22</u> 'Coaching the coaches' initiative to be postponed until the EWFL season has started.	Open
1/0222	Peter to canvass members to ensure that their personal details, as reflected in the Membership Register, are extant.	Peter	<u>03/22</u> CF to next meeting.	Open

2/0222	Chris to canvass players to determine the appetite for entering a team into the EWFL Over 50s league competition.	Chris	<u>03/22</u> Insufficient interest for the EWFL Over 50s competition. This year we will focus our efforts on recruiting younger members.	Closed
--------	---	-------	--	--------