

## TWCNA Committee Meeting - Thursday 30 August 2018

Attendees: Liz W, Liz B, Katie, Cat, Helen, SJ, Deborah, Linda, Charlotte & Rachel

Apologies received: Fiona Holden, Gemma Sandberg and Kerry Lessels

### NOTES AND ACTIONS

#### Governance (Liz W)

- Vacant posts - Publicity, Coaching, 2 x Committee –Rachel appointed to committee post as regional liaison. Marks Scott to be offered Coaching post by DP. Publicity post still vacant. Charlotte to organise a conversation with Gateshead parent who may be interested in getting involved so we can see how we would work together.
- Code of Conducts to sign. Also induction document to agree. All agreed and signed SJW to store. Induction agreement was forgotten about!! Sorry.
- Social Media updating in the absence of a Publicity Secretary – All read and agreed. Agreed that until Publicity Secretary was appointed all web information to come through Liz. W. All Secretaries to check their bit of website and send through amendments and additions.
- Handbook - see attached Handbook Outline proposal to slim down slightly. Create coaching corner and add in coach details – Action Liz W.
- Agree and sign the Financial Policy - see attached. Everyone agreed
- Agree the Privacy Policy - all agreed

#### Winter League (Liz W)

- Need to decide what we do about the 9 team Division 5's. Give them some money back or organise a mini tournament for them. – 88 teams – they have £20 credit for spring fee – all agreed – Liz W to organise
- Also need to discuss what happened with the winter league and what come up with some ideas about promotions? Going to review on a case by case basis

#### Feedback from the England Netball event some of the committee went to (Liz W, Cat, Rachel) Group set up? (Kerry/SJ)

- Cat happy to do Road to Liverpool lead – Cat to call Kerry Lessells to discuss setting up a little dedicated focus group – Liz B also happy to assist.

#### County Plan and Budget for the Year (Liz W & Linda)

- Agreed that more detail is required when sorting budgets so we know where the money is going and its easier for Linda to administer – everyone to support this.
- Until regional plan is ready we probably can't do the County Plan as it should fall out of the Regional plan.

#### Representative on the Coaching and Umpiring TSG's (Kerry/SJ)

- Helen will be the umpiring and coaching TSG doesn't exist at the moment – Mark might be our coaching TSG if he joins and we need one. Deb to discuss with Mark

#### Committee event funding requests – more detail is required on applications (Kerry/SJ)

- For every event a budget should be produced detailing income and expenditure in advance and forwarded to Kerry and Linda at least, more committee members if felt necessary. All expenditure needs to be agreed as per new Financial Policy. Whilst we don't need to break even on all events we do need to keep a check on expenditure and ensure it is in line with our county plan - when we get one.
- All future requests for expenses etc to follow Deborah's lead. Everyone to try to produce an estimated budget in advance for the year – before end of September

### **Facebook Page – key update required (Kerry/SJ)**

- Discussed pinning at the top – SJW to action

### **Next Umpiring and Coaching Courses (Kerry/SJ)**

- Put a note on facebook that they need to express and interest in umpiring courses by emailing Helen (officiating@tyne&wear etc). Courses are only organised once there is enough interest. (Complete).

### **England Netball AGM (Kerry/SJ)**

- No attendees – Kerry sending apologies (has since been postponed)

### **Officiating (Helen) – money discussed, seminar dates**

- Rachel putting it on facebook – discussion about mentoring
- Umpiring - Helen to draft a document about what the county pays for umpiring as we need to standardise this. Need to consider whether its a fixed amount or we do mileage - might have to be flexible depending on where people are travelling from. Keen to have a more formal mentoring process this season. Again would need to have a policy around payments if necessary for mentors, who, when, format, etc.. Helen shared a document that could be used for assessing/mentoring by both a mentor and the umpire.
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### **Umpiring seminars confirmed 20<sup>th</sup> and 26<sup>th</sup> September**

### **Feedback from Regional Meeting re Schools (Rachel) –**

- Schools - feedback was that England are being more proactive around schools not being affiliated or late affiliations. Despite this they still haven't replied to Kerry - two months on!
- Need to be very on the ball for this years county tournament around affiliations and possibly set a date and not allow schools to enter if they aren't affiliated. Liz currently organising this years tournament and going to email all schools to try and increase participation.

### **Coaching Funding Request and job applications**

- Only Donne's received – SJW cascaded to group.

### **Dates of next meetings**

- Agreed as Thursday 1 November at SJ's and Thursday 13 December at location tbc for Christmas Meeting – SJ organising

### **AOB**

#### **Junior Clubs and CAPS.**

- CAPS - there was a discussion about CAPS and clubs taking part in regional competitions.
- It was agreed Rachel would ask Fiona Holden as part of her role as NDO for us to provide a report showing the current CAPS position of all clubs in T&W for the next meeting.
- Then we would discuss which clubs we feel should have CAPS and get Fiona to work with them to help them achieve at least Bronze.
- There was a belief that all Junior Clubs must have CAPS?