**Minutes of the Chalfonts & District Table Tennis League**

**Held Monday 12th June 2017 at Coppermine, Mill Lane, Chalfont St Giles HP8 4NX**

**Present** Nigel Naylor-Smith(Acting Chair), Hazel Williamson, Derek Hughes (minutes).

1. **Apologies**
* Apologies received from Steve Brown, Richard Cottle, Peter Leckie Jnr, Chris Lee, Dave Morgan and Ian Skeldon
1. **Approval of Minutes**
* The April minutes were confirmed as an accurate record and duly signed and approved.
1. **Matters Arising – Review of Outstanding Actions**

**Apr A1 – C/F- Complete E-learning material relating to Pastoral Care and report back to Committee with draft policy for adoption by the League –** NNS reiterated previous comments that this entailed a 90 minute online tutorial which he had yet to finish.

**Apr A2 – C/F – All members to read ETTA Safeguarding Policy and feed back thoughts to NNS.** Agreed to support this policy given it is the standard followed by Clubs, and place on website. To be circulated at Club Secretaries’ meeting on 3rd July 2017. Action C/Fwd - All

**Apr A3 – Submit proposed rule change Bucks County concerning lower threshold for Inter League matches.** The Committee deemed this unnecessary as the league commencement date may be brought forward. Action closed.

**Apr A4 – C/F - Establish over the next three months if there is an available software programme that provides a template for determining the order of play in championships –** Action C/Fwd - SK

**Apr A5 – C/F – Handbook notes to be adjusted to reflect the impact of averages when the opposition only has 2 players.** Agreed that averages will not include conceded games because of injury (where match has not commenced) or failure to turn up. Action C/Fwd - SK

**Apr A6 – Chalfont St Giles hall to be booked for Club Secretaries meeting.** Action completed and closed. 7.30 pm booking for 8pm start.

**Apr A7 – Refreshments to be provided for Fairbank Cup Final -** Action completed and closed.

**Apr A8 – Prepare invite to Club Secretaries meeting to ensure attendance –** Email and notification sent to all Captains, Secretaries and appropriate others. Action closed.

**Apr A9 – Contact Mitchell Jones re league entry costs –** Action completedand closed.

**Apr A10 – Discuss with Richard Cottle potential of contacting Brunel University in joining our League –** Action completed and closed. A Brunel team have practised at Denham and are interested in placing a team.

**Apr A11 – Investigate TT365 email package and examine for suitability –** Action completed. Package looks good and will be useful for all communications. Discussion with Treasurer required re costs. Action closed.

**Apr A12 – March minutes to be uploaded onto the website –** Action completed and closed.

1. **AGM**

**Debrief** – Agreed it was a successful evening for three reasons: a very good speaker in Sara Sutcliffe CEO of TTE; and because of attendance and interaction (although attendance could be higher); and because of teams/ youngsters present to receive trophies. The Committee were pleased to see the positive Hillingdon turnout, but agreed we should target all clubs being represented next time. The Committee thanked NNS for running the AGM. NNS suggested a Facebook page is set up to promote the League or something similar on social media.

**Draft Minutes** – NNS has completed these and they will be circulated to the committee for amendment where necessary.

1. **Club Secretaries’ Meeting** – Invite to be circulated with request for clubs to identify number of teams to be entered and probable divisions. The number of teams to be returned by June 20th to the Match Secretary. There is potential for extra teams from Brunel, Harefield and Chorleywood.
2. **Officers’ Reports**

**Chairman;** - nothing to report.

**General Secretary; -** AGM speaker’s presentation to be posted on website.

**Treasurer;** - nothing to report.

**Match Secretary;** - Hazel reported on the end of season situation – 171 matches completed out of 171 scheduled to take place on our website, including 2 conceded matches and 15 postponed.

Division 1 was won by Hillingdon A, Chalfont B relegated.

Division 2 won by Denham Village E, so promoted to Division 1. Stoke Poges came 2nd but declined play-off. Chalfont D relegated to division 3.

Division 3 won by St Josephs, promoted to Division 2. Hillingdon C came 2nd but lost in play-odd with Denham Village D who remain in Division 2.

Website – Archives section updated. Hazel has started to set the website up for next season.

**Inter League Secretary;** - nothing to report.

**Development Officer;** - RC has encouraged Brunel to practice at Denham. Also discussed possible visit to Brunel to showcase the league.

**County Representative;** - DH apologies for not attending county AGM because of death of father. Papers available if anyone interested.

**Publicity Officer;** - nothing to report.

**Fairbank Cup Officer;** - nothing to report.

**Championship Secretary;** - nothing to report.

1. **Any Other Business –** none.
2. **Date / Venue of Next Meeting**
* Club Secretaries meeting set for Monday 3/7/17, 8pm at Chalfont St Giles Village Hall, Ian Skeldon to minute.
* Next committee September 4th at Coppermine, 7.30pm

**Summary of Actions**

**Jun A1 C/F** Complete E-learning material relating to Pastoral Care and report **NNS**

 back to Committee.

**Jun A2 C/F** All members to read ETTA Safeguarding Policy and feedback **ALL**

thoughts to NNS.

Agreed to support and place on website. To be circulated at Club Secretaries’ meeting. **NNS/HW**

**Jun A3** To discuss possible Social Media presence for the League. **NNS**

**Jun A4 C/F** Establish over next three months if there is an available software **SK**

 Programme that provides a template for determining order of play in

championships

**Jun A5**  In the matter of conceded games etc, hazel to contact Mike Atkinson **HW**

**Jun A6** To contact Harefield re the possibility of entering teams **NNS/RC**

**Jun A7** Substitute S Dunn for C Lees as Championship Secretary on **NNS**

 distribution lists.

**Jun A8** Send invite / info request to Club Secretaries **NNS/HW**