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

**Held Monday 10 Sept 2018 at Coppermine, Mill Lane, Chalfont St Giles HP8 4NX**

**Present** Nigel Naylor-Smith(Chair & General Secretary), Hazel Williamson, Stefan Konig, David Morgan, Richard Cottle, Peter Leckie Jnr, Derek Hughes.

1. **Apologies**
* None
1. **Approval of Minutes**
* NNS welcomed all to the meeting. The minutes of the 9/4/18 meeting and the Club Secretaries’ meeting on 6/8/18 were approved.
* AGM minutes will be published on TT365.
1. **Matters Arising – Review of Outstanding Actions**

*Arising from Club Secretaries Meeting 6/8/18*

**Aug A1 – NNS to advise members of the League’s GDPR data protection policy and to confirm that ‘opt-in’ is required for sharing of data. Members are also to be advised of the need to update their ETTA membership details for data to be shared** – NNS confirmed all League members had been emailed and requested to ‘opt in’ on the TTE website when updating their details. All committee members confirmed their willingness for their personal details to be shared. DH reported a potential issue as he enrols most of the Ickenham players himself via telephone. It was considered acceptable for DH to obtain individuals’ opt-in/out preferences via email and sent to NNS for safe-keeping. *Completed – item closed.*

**Aug A2 – Look to set first Committee Date for new season during September** - *Completed – item closed.*

**Aug A3 – Firm up Brunel representation and establish if St Josephs will register a team in Div 3 –** RC confirmed he had a new contact for Brunel who will be the club secretary and captain. Details will be firmed up as students return to college. Player registrations are awaited. The Brunel B team will run as a conglomeration of some Brunel and Denham Village players. Brunel B will play at St Marks along with Denham Village F under the captaincy of Richard Whitehouse.

RC also confirmed that he has arranged for a St Josephs team to enter, although the personnel will be completely changed from last season. Some of the Denham Village juniors will be assigned to St Josephs rather than run a further Denham Village team. RC will ask Mark Golding if he is prepared to assist. *Completed – item closed.*

**In addition**

* Whilst not listed as a specific action point, NNS referenced the discussion whereby C Lee (Chalfont) had requested League support in the purchase of a table for the club (cost £400), agreement was given to proceed, and C Lee would email NNS on behalf of the club seeking an element of cash support. To date, no email has been received, although the table has been acquired. It had been previously agreed that the club would be able to provide a cash contribution, but the amount at that time was unquantified and would probably need to be provided on a drip-feed basis over the season.
* Whilst the extent of League support had not been quantified discussion had taken place around a 50% contribution from the League. SK, as Treasurer, did not feel strongly either way, but with just c£1400 cash balance at the bank, support at £200 would represent a sizeable element of this. He also confirmed that he did not expect the league to break even this year and the erosion of cash balances as a result of small annual losses would be exacerbated by this additional spend. Debate ensued and it was confirmed that at least two tables in use were owned by the League (Ickenham and St Marks) with potentially others.
* Whilst certain committee members were supportive of a 50% cash contribution from the League, others felt that this was too high, especially as Chalfont club was perceived to be located in a wealthy catchment area and was considered better able to fund the purchase than some other clubs. The scenario was discussed of what would happen if a new club, light on members and cash, wanted to enter the League but also needed cash support to acquire a table. It was considered that a 50% League contribution would be a dangerous precedent to set and a guideline for similar cash support from the League needed to be produced.
* **It was proposed** that the League would provide a cash contribution of £100 – this was approved by majority vote 3:2. The League would have part ownership of this table and in the event that it is sold in the future then the League would expect a pro rata repayment.

**Guidelines for similar future requests**

* Whilst the League is sympathetic with regard to the capital cost of acquiring new tables, individual clubs should look to fund this cost themselves wherever possible. The league will consider a request for cash support, but each case will be treated on its merits and any previous support extended is not to be regarded as a precedent. The extent of the League’s finances will be the key driver in any such decision and any potential support will be restricted to a definitive cash element and not a percentage of purchase cost.

*Arising from Special General Meeting 6/8/18*

**Aug A1 – Email to be sent to all players and team captains to endorse the need for matches to commence promptly at 7.30pm –** email sent via TT365 9/9/18. *Completed – item closed.*

1. **League Preparation**

*Divisional structure – Final Team position*

* HW advised a total of 20 teams, ie 2 Brunel, 5 Chalfont, 8 Denham Village, 2 Hillingdon, 1 Ickenham URC, 1 Rickmansworth and 1 St Josephs. These would be split across 3 divisions, ie 6 In Div 1, 8 in Div 2 and 6 in Div 3. The league had lost Stoke Poges, but regained Rickmansworth, plus a further team from each of Chalfont and Hillingdon and, thanks to RC’s hard work, also retained St Josephs. There is space for a further 4 teams.
* DH confirmed that despite having 9 registered players, it was not feasible for Ickenham to field a further team, as two are viewed as ‘emergency players’ and there would also be venue implications.

*Registrations*

* Player registrations have been received from Chalfont, Denham, Hillingdon, Ickenham and Rickmansworth. Brunel and St Josephs remain outstanding, despite a closing date of 8/9/18, although there are extenuating circumstances here. Some fees have also been received. Website details are complete for Divs 1 and 2 and Div 3 can now be finalised. There are 7 clubs, fielding 20 teams, with 94 players to date, with Brunel and St Josephs to follow.

*Handbook + key dates + distribution*

* SK confirmed he would need to produce a draft handbook document by the end of the week for review, and subsequent submission to printers. NNS confirmed that key dates had already been forwarded for inclusion in the handbook. The handbooks will not be available until 2/3 weeks into the season and consequently players / captains will need to work from the handbook. SK asked Committee if the existing ‘applicable notes’ remained pertinent for the new season and these were all confirmed.
* Additionally, RC reminded that the issue of ‘Time Outs’ needed to be included, as this had been previously agreed at the AGM. It was agreed that this will be included. NNS also proposed that the need to ensure a prompt start at 7.30pm is heavily endorsed, even if players arrive later. This was agreed. It was also confirmed there will be no fixture list changes. SK to take forward.
* Scorecards for relevant clubs were handed out to Committee members and will be distributed accordingly. SK will contact Committee members in due course to enable handbooks to be distributed.
* David Stephan (Rickmansworth Club Secretary) will need to be reminded to ‘opt in’ under GDPR, otherwise his details will not appear. NNS agreed to take forward.

*Financials*

* SK confirmed existing handbook sponsors would remain the same, unless anyone knew of potential additional sponsors. Invoices will be raised in due course, including Bullseye, who have paid until now.

*TT365 readiness*

* Nothing further required, all confirmed as in hand.
1. **Social Tournament**
* NNS referenced the last social tournament at Hillingdon, which had been well received, asking if the League should repeat this and, if so, at what point. NNS stated he would be happy to arrange, again looking to use Hillingdon, if there is sufficient support. RC agreed this had been a good event, but reminded Committee that this had been run in the absence of the Closed Championships, and in no way should this be viewed as a replacement, the emphasis remaining firmly on the Closed Championships. SK pointed to the lack of gaps during the first half of the season and, additionally, the Christmas and New Year break is a week shorter this year and questioned if such an event can be accommodated. Committee agreed that the key requirement is to establish why the Closed Championships engendered such little support (see on) and the potential for a social tournament should be held in abeyance in the event the Closed Championships can not be run. It was agreed that this should be run at a weekend and not shoehorned into the working week.
* Whilst not an agenda item, discussion ensued with regard to the Closed Championships.
* DH reiterated a previously aired view that if these are to be successful, it is essential to engage more 2nd and 3rd division players, eg to run a divisional winner competition. NNS requested DH to undertake some work on this to see if the Championships can be refreshed and to understand better why last year’s proposed event had to be cancelled. SK agreed in principle to become involved, but stated it is imperative for someone to run the Championships given the degree of time involvement in organising this. It was felt that the penultimate Championships had not been as well run as they might have been and the League needed to improve on this.
* **It was agreed that;-**
* SK will approach James Johnson to establish if he is willing to become involved again.
* RC will liaise with Steve Keyes at Hillingdon to ascertain venue availability for mid February / early March 2019 and revert back to Committee with a view to formal booking.
* It is agreed that the event will need to run on a Sunday and February half term 2019 needs to be avoided (week commencing 18/2/19).
* Entry forms can’t be sent out too far in advance as they will be lost or ignored.
* Championship events will need to be made more attractive / inclusive to Div 2 and 3 players.
* An event sponsor would be useful in helping to defray costs. DH agreed to make enquiries.
* DH will liaise with Bucks County to ensure there are no prospective date clashes should the Closed Championships be run during the envisaged time window.
1. **Bucks Inter League Tournament**
* PL confirmed he had received correspondence from Mike Atkinson seeking details of the League’s likely participation in this event, to take place 25/11/18 – same venue as last year. It was confirmed Chalfonts & District League will enter one team in Div 2, although the players participating are as yet unknown. PL to confirm with Mike Atkinson accordingly. Entry fees for this event have already been paid by SK.
1. **Officers’ Reports**

**Chairman and General Secretary** – Returns to be made to TTE with confirmation of officers and respective roles. NNS confirmed his willingness to continue as nominated Welfare Officer in the absence of alternative contacts. The implementation of a Safeguarding Policy was the extent of last season’s involvement. GDPR data protection will need to be monitored to ensure registered players and Officers get used to the new systems.

**Treasurer –** SK confirmed payment by the League of £140 for a wreath for Ken Marshall, offset by personal donations (to date) of £90. A note of thanks had been received from Shirley Marshall. It was advised that Chris Lee can undertake replacement rubbers / bat maintenance case of need, although it is not known if he is willing to undertake this role for a wider audience.

Profit of £32.50 was achieved from the Social Tournament. Offsetting this were costs of £108 for drinks at the AGM, £60 hall hire and £30 for scorecards (latter considered to be good value), plus costs for trophy engravings.

**Match Secretary –** Nothing further to report.

**Inter League Secretary –** Nothing further to report.

**Development Officer –** RC has spoken with Chalfont St Peter Middle School with regard to restarting the Junior League and they remain very keen to participate. On the downside, the Chorleywood club (Roger Close) appears to have closed down and RC is to establish if any of those parents are willing to get involved to continue their participation. Hillingdon will also continue in the Junior League. RC will progress matters in this regard.

There has also been potential demand for further adult coaching sessions which RC will give consideration to.

**County Representative –** DH advised County meeting held 8/9/18 at Bletchley. Specifics from this meeting;-

* New president Bill Clark elected.
* Bucks Closed Championships to be held 1/12/18 at Cippenham.
* Milton Keynes League has opted out of TT365, believing that they can run a less cumbersome system given GDPR issues via a standalone programme.
* Bucks County now has an operational website – should be accessible via TT365 search.
* Bucks leagues are very mixed in terms of size. In addition to Chalfonts & District League (20 teams), Chilterns have just 2 divisions with 15 teams in total, Aylesbury have 4 leagues with 40 teams in total, as do High Wycombe, and Milton Keynes have 65 teams in total, comprising a premier division and 6 other divisions.
* At National level, Chris Dangerfield is the new Chair of TTE and he is also Chair of the British Senior League. The new structure at National level is not yet confirmed, but expected to have a number of specialist groups / bodies feeding into the main board.
* Some outdoor table tennis tables have been sited at certain shopping centres on a temporary basis which have proven popular.
* Next County meeting set for Friday 7/12/18.

**Publicity Officer –** Position remains vacant, if members want anything adding onto Facebook then NNS is happy to take forward. Site traffic remains low currently and the juniors in particular need to be encouraged to look at the site. It was agreed that it would be useful to have an article in the local press regarding the new season. RC will consider and progress if sufficient copy can be created.

**Fairbank Cup Secretary –** Noting to report at this early stage. DM unable to make next meeting in October but will be available for November meeting, when Fairbank Cup preparation will be well underway.

**Championship Secretary –** See earlier comments. Position vacant.

1. **Any Other Business**
* RC referenced Liam Pitchford’s excellent performance in recent Championships, beating the World No 1.
* PL advised that Ivor Gough had died recently, having suffered from Alzheimers. He also mentioned that Brian Spencer was very ill in hospital.
* SK stated he wanted to set up an online account with NatWest and would progress accordingly. There are currently only two signatures in place but considered this sufficient.
1. **Date / Venue of Next Meetings**
* Forthcoming meetings scheduled for Monday 8/10/18 and Monday 12/11/18, both at Coppermine. DM tendered his apologies in advance for the October meeting.

Meeting closed 9pm.

**Actions Required Owner**

**Sep A1** AGM minutes to be published on League’s TT365 website **NNS/HW**

**Sep A2** NNS to revert to C Lee asking for formal written request for League **NNS**

 support (limited to £100) in purchase of table at cost £400.

**Sept A3** Outstanding player registrations to be chased up for Brunel / St Josephs **HW / RC**

**Sept A4** Requisite rule changes to be included in handbook and submitted **SK**

to printers accordingly

**Sept A5** Email David Stephan and advise the need to ‘opt in’ for GDPR purposes **NNS**

**Sept A6** James Johnson to be approached to establish willingness to help run **SK**

Closed Championships.

**Sept A7** Liaise with Steve Keyes to establish potential availability of Hillingdon **RC**

venue Mid Feb / early March 2019, avoiding Feb half term week and

 revert back to Committee with a view to formalising the booking.

**Sept A8** Review reasonsfor lack of interest in 2018 Closed Championships **DH/SK**

and consider inclusion of alternate events.

 DH to seek potential event sponsor.

**Sept A9** Liaise with Bucks County and ensure no potential clashes with proposed **DH**

League Closed Championship dates.

**Sept A10** Confirm League’s participation in Bucks Inter League Tournament **PL**

25/11/18. One team in Div 2 to be entered.

**Sept A11** Progress online account with NatWest **SK**