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

**Held Monday 13 February 2017 at Coppermine, Mill Lane, Chalfont St Giles HP8 4NX**

**Present** Nigel Naylor-Smith(Acting Chair)Stefan Konig, Hazel Williamson,Richard Cottle, David Morgan, Chris Lee.

1. **Apologies**
* Apologies received from Bob Baines, Steve Brown, Derek Hughes and Peter Leckie Jnr.
1. **Approval of Minutes**
* The January minutes were confirmed as an accurate record and duly signed and approved.
1. **Matters Arising – Review of Outstanding Actions**

**Jan A1 – Establish if link to 2016/2017 Fairbank Cup details on League website can be made clearer for members –** HW confirmed this had been attended to.

**Jan A2 – Provide second League publicity update to HW for onward transmission to Bucks Advertiser** – RC provided a hard copy report to HW at the meeting, which will be forwarded to Bucks Advertiser immediately.

**Jan A3 – Establish if James Johnson is prepared to obtain the Fairbank Cup trophies or make alternate arrangements as necessary –** it was confirmed that J Johnson was happy to continue existing arrangements.

**Jan A4 – Obtain Junior trophies from last year’s Championship and return to SK** – the vast majority of trophies have been returned; the only two outstanding are Mens’ Singles and Division 2 League Winners (Hillingdon A) which need to be obtained as quickly as possible.

**Jan A5 – Forward email to all players reminding them of Championship entry deadline (16/1/17) and chase up / phone as necessary** – this has been completed.

**Jan A6 – Make formal contact with Judy Rogers of TTE to establish the League’s requisite obligations regarding Welfare Officer duties and associated League pastoral care policy –** NNS confirmed that Derek Hughes had been able to make contact and response received regarding how to progress this matter.

**Jan A7 – November minutes to be made available on League website –** HW confirmed this had been done.

**Jan A8 – Bribar handbook advertising revenue to be collected –** SK confirmed this had been received – total handbook advertising revenue £300.

**Jan A9 – Adults’ coaching sessions to be firmed up and email sent to league players seeking interested parties to attend –** RC confirmed two sessions had been held and fees collected to cover the coach’s expenses. These had been very successful, with the third session to be held 3/3/17 by popular agreement, ie prior to the Championships. Maximum League exposure is £36 per session, covering hall hire costs only, against maximum agreed exposure of £40 per session. 12 members had attended each of the first two sessions. The final session is expected to be priced at £10 per attendee.

1. **League Status**
* HW confirmed the League continued to progress satisfactorily, with 20 teams comprising 113 players in total, including some new registrations. New players had been registered for Chalfont, Denham Village and Rickmansworth clubs.
* There are 7 postponed matches to be played out of 122 games in total, comprising 4 in Div 1, 2 in Div 2 and 1 in Div 3, although alternate dates for the bulk of these postponements have already been agreed. Chalfont B continue to struggle for players, with 3 postponed matches.
* Division 1 outcome looks to be between Denham Village A and Hillingdon; Denham Village E are very clear leaders in Division 2, but with the rest of the teams very close overall and Division 3 looks to be between St Josephs, Hillingdon C and Denham Village G.
1. **Fairbank Cup – Status**
* DM said he had only heard of one cancellation to date. HW reported that Hillingdon had approached Chalfont C advising they could not play on the prescribed date. An alternate date had been proposed but in turn this left Chalfont C short of players. HW requested Committee to allow Gary Hales to play, as he had now played the requisite number of matches. It was agreed that G Hales would be allowed to play and allocated a handicap of 14.
* RC suggested it seemed appropriate to insist that a match be played on the correctly scheduled date, with a team turning up with whatever players it could muster, rather than create a situation whereby the team being asked to re-schedule is impacted as a result. He proposed that the Handbook be amended to the effect that a Fairbank Cup match should be played on a different designated night only if both teams agreed to it. RC also said there would be a problem if a club had 3 teams drawn at home but only had two available tables.
* HW asked DM if Derek Hughes had made contact about a handicap, as he had played insufficient games to qualify and his team would be short for their scheduled match. DM advised he had not received contact either from DH or the relevant team captain but would send out an email to the team captain concerned, subject to Committee consent, which was forthcoming.
* There were no other problems reported by DM. The final will be held on Tuesday 18/4/17 and expected to be at Denham Village Hall.
* RC advised he was struggling to get teams out at Denham Village this week, as a number of the young players were away on holiday given half term week. The problem is exacerbated in that whilst a reserve can be played, that player then has to remain with that team for Fairbank Cup purposes.
1. **AGM Planning**
* AGM is scheduled for 15/5/17 and will be held at The Garden Room at Gerrards Cross Memorial Centre, which has been booked. NNS produced last year’s timetable and reminded members of the need for reports to be prepared in advance for inclusion in the AGM document. The 2016 AGM included a presentation by the Chairperson of TTE and NNS suggested it would be helpful to have someone of note present the trophies, suggesting Andrew Baggley as a possibility. Alternatively, the League could approach Bucks County via Derek Hughes to see if another England ranked player would be available. RC said he would ensure that awards would only be announced for those players who were attending the AGM.
* NNS agreed to circulate Committee with their responsibilities for AGM planning and required timescales. NNS also asked if Committee is happy to use the TopSpin Attack format from last year, with updated commentary and relevant photographs inserted accordingly – this was confirmed. NNS agreed to co-ordinate TopSpin Attack again.
* SK advised that details of future fees and subscriptions need to be included in the AGM document and proposed this be discussed further at the scheduled March meeting. Reference should also be made to the coaching undertaken by the League, which was a previous year’s action point.
* NNS said he would review the June 2016 minutes to review actions proposed for the 2017 AGM.
* There are a further two Committee meetings scheduled prior to the AGM and last year the latest date for proposed rule changes was 9/4/16, so a similar timetable would need to operate this year. NNS also advised members to consider if they are happy to stand again for re-election.
1. **Championships – Update and Preparation**
* Detailed discussion took place regarding the imminent championships on 5/3/17. CL advised that J Johnson is undertaking the majority of the work involved and was effectively tournament organiser. HW advised that Sonny Dalston had put down to be Alex Bree’s partner but had not applied to be in the U15 event and asked RC if knew if he wanted to play in that event also. As matters stand, in the absence of a formal application, he will not be able to play and J Johnson has confirmed that the Championships are fully subscribed. This will mean the U15 Boys will only have 2 entrants. HW also stated that collection of fees will be difficult as she had received a number of emailed entrance forms, hence no accompanying payment. NNS stated he is happy to collect / chase up fees; HW said she had a list of payments received and outstanding fees.
* The schedule is such that the finals will be played on the day. There will also be a Junior tournament running alongside. The schedule allows for 90 matches in total, comprising 11 different events, commencing initially on 5 tables, reducing to 4 tables as the day progresses. It was stated that some players have entered 6 events in total, which seemed excessive, and RC stated this might be better restricted to 4 events. Committee advised however that the decision was taken some time ago, to allow players to enter as many competitions as they wished. The Juniors will play at one end of the venue. RC advised that the best players in the Junior League are playing in a school event in Doncaster that day, so will miss out, which is unfortunate. RC is still considering a small event to compensate, suggesting Sonny Dalston could play in that event instead.
* Debate ensued about setting-up arrangements. Having previously understood that it might be possible to set up on Saturday evening, this now seems unlikely, so the venue will need to be set up on the morning of the Championships. Committee could commence set-up at 8.30am with a view to start playing from 10am, albeit J Johnson is aiming to start play from 9.30am. The venue is booked until 5.30pm, with original expectation for play between 9.30am and 5pm, allowing for 30 minutes to clear up. SK considered that it would take an hour to clear up, requiring play to stop by 4.30pm. After discussion, it was tentatively agreed that players should arrive from 9.30am, with knock-up available from 9.45am and to commence the tournament at 10am prompt. This would require very tight management although it is understood that J Johnson has built in some time contingencies into the schedule.
* SK handed out a Preparation List to members comprising all relevant action points. Available members were identified but it was agreed that ideally more helpers are required. SK raised the issue of refreshments, stating he was happy to take responsibility for this, although this would take away his ability to organise elsewhere as needed. It was suggested that the refreshment area could be located next to the judges table, effectively allowing ‘doubling-up’ but it was recognised that this was not ideal.
* HW asked DM if everyone playing in the Tournament had a Fairbank Cup handicap. DM said he would review accordingly although there appear to be some names who may not have a relevant handicap.
* The question of a Tournament Referee was raised – it was considered that Ron Bryant would be appropriate and would be asked accordingly. J Johnson and Fanny Speck were mentioned as qualified umpires.
* Pastoral care – NNS advised that a sign would need to be put up advising that pictures would be taken on the day and players would need to opt out by exception. He would also take along a first aid box as it couldn’t be guaranteed that venue staff would be qualified.
* The question of press attendance was raised, but it was stated that they had shown no interest in recent years.
* CL advised there will be one further planning meeting ahead of the Championships. J Johnson and C Lee are seeding the players for the various events and it is hoped that a tournament fixture list can be sent out over the next week.
1. **Officers’ Reports**

**Chairman;** - nothing to report.

**General Secretary; -** NNS advised he had not been able to obtain any information from TTE regarding Safeguarding responsibilities but had been advised by Brian Whitehead of a link to Sports Coach UK that included E-learning material. NNS will review so that a suitable reference to the League’s pastoral care obligation can be encompassed both in the handbook and on the website.

**Treasurer;**- SK confirmed all advertising revenue had been received, and no more income of any consequence envisaged. NNS advised he would be submitting an invoice for £72 related to the two adult coaching sessions. Current balance of account is £2110 but various payments will need to be made for trophies. The League had been running at a deficit for many years, but it was envisaged a position closer to breakeven could be achieved this year.

**Match Secretary; -** nothing further to report.

**Inter League Secretary ;** - in Peter Leckie Jnr’s absence, RC reported on the Inter League match at Aylesbury. RC advised that there had been some team withdrawals, necessitating other players standing in at short notice. Mike Atkinson, tournament organiser, had placed the Chalfonts team in Div 1 and consequently had been heavily beaten. M Atkinson had stipulated that all players participating had to have played a minimum of 6 games for their respective league. RC had emailed M Atkinson and highlighted that because there are only 6 Div 1 teams, players could only have played a maximum of 9 games in any event, much lower than other leagues, and sought dispensation for a player who had only played 5 matches to participate, but M Atkinson would not relax his restriction. RC advised that whilst the league had been able to send a team, next year we will have to be firmer and the team should be placed in a league relative to its abilities; realistically a Chalfonts league team cannot be expected to compete against England top 25 ranked players and Div 2 would seem to be a far more appropriate league to play in. NNS suggested that DH propose a rule change to County, so a lower number of league matches need be played for next year’s fixture.

**Development Officer;** - RC referenced the two adult training sessions which had been very successful, this being a League development item. He would consider expanding this next year and would seek feedback on whether they should be kept separate or perhaps amalgamated with junior coaching development. The Junior League has had two events so far, with two further days scheduled for February 25th (School venue) and April 29th (Denham Village venue). Promotion and relegation was now featuring with the expectation that medals would be given out at the conclusion of the 4th event. Press coverage of this would be considered. RC again referenced the mini tournament that he hopes to run at the forthcoming Championships.

**County Representative;** - DH via email referenced the Safeguarding issues, highlighted under General Secretary’s report. In this regard, RC confirmed his CRB accreditation is up to date but he is behind on his coaching courses / badges, which he is trying to catch up on. It was agreed that a suitable Safeguarding policy needs to be established and communicated via handbook and website, so this can be referenced on an annual basis. It was reported that DH had been unable to attend the last County meeting.

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

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

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

1. **Any Other Business**
* A member asked if it was permissible for a player to play under an alias / assumed name – Committee confirmed this was permissible.
* I Skeldon referenced the earlier debate around difficulty in fielding full teams this week, especially given Denham Village’s number of juniors, and asked if it is worth considering a further half term bye week, such as there is for October half term. It was agreed that whilst this would further extend the season, this could be considered, although a better idea might be to ensure that Fairbank Cup week did not fall during a half term week going forward.
* CL asked if anyone had been to Mill End Sports Club at Maple Cross. This apparently has a large sports hall and only costs £30 per night and may be considered as a suitable alternate venue in the future.
* RC advised that a player had recently called a time-out during play. The League currently has no policy or rule for this (excepting Fairbank Cup) and given this is now an International Table Tennis Federation approved rule, the League ought to give consideration to this. A player or coach can call one time out per match between points (max duration one minute) provided that the flow of the game is not interrupted. Harrow & Wembley has adopted this rule and suggested Chalfont League did similar. It was agreed that further consideration be given to this.
1. **Date / Venue of Next Meeting**
* Confirmed as Monday 20/3/17 and Monday 10/4/17, both at Coppermine.

Meeting closed 9.05pm.

**Summary of Actions**

**Ref** **Description** **Action Owner**

**Feb A1** Consider amendment to Fairbank Cup rules so that a match is **NNS**

re-scheduled only with the agreement of both team captains

**Feb A2** February minutes to be made available on League website **HW**

**Feb A3** List of AGM requirements to be circulated to Committee **NNS**

 detailing information required from individuals and associated timing.

**Feb A4** Review June 2016 Committee minutes to ensure any AGM **NNS**

 related issues are addressed

**Feb A5** Liaisewith J Johnson re Championships to commence play at **RC**

10am and to have concluded by 5pm.

**Feb A6** Ensure all Championship players have a relevant Fairbank Cup **DM**

 handicap

**Feb A7** ReviewE-learning material in respect of pastoral care **NNS**

requirements and update Committee accordingly

**Feb A8** Consider a rule change in conjunction with D Hughes allowing **NNS / RC**

 a lower number of league games be played for Inter League

 qualification purposes.

**Feb A9** Consider AGM amended rule change allowing for, and creating a **NNS**

 policy for, Time Out calls.