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

**Held Monday 24th October 2016 at Coppermine, Mill Lane, Chalfont St Giles HP8 4NX**

**Present** Nigel Naylor-Smith (Acting Chair), Hazel Williamson,Richard Cottle, Stephan Konig, Peter Leckie Jnr, Derek Hughes, David Morgan.

1. **Apologies**
* Apologies received from Chris Lee.
* Prior apologies had also been received from Bob Baines and Steve Brown.
* The Committee had been previously notified that Steve Brown would be absent for the foreseeable future due to illness. Members were further advised that Bob Baines would also be absent for the foreseeable future for similar reasons.
* The Committee will need to find a way of dealing with future committee meetings and any resultant league actions (e.g. AGM / possible player or club disputes) in the absence of the League Chairman, potentially on a rotational basis. NN-S agreed to chair the October meeting.
* Committee recorded their best wishes to both Bob and Steve for a speedy recovery.
1. **Approval of Minutes**
* The September minutes were confirmed as an accurate record and duly approved.
1. **Matters Arising – Review of Outstanding Actions**

**Sep A1 – Propose rule change whereby committee meeting minutes require formal proposal and secondment** – to be carried forward to AGM

**Sep A2 – July minutes to be uploaded onto website –** HW confirmed this had been done. September minutes will be uploaded following Committee approval.

**Sep A3 – Handbook production to be accelerated to allow availability prior to start of season. Available information to be uploaded onto website –** SK advised Jim Carpenter had turned the draft document around very quickly to ensure this was in an acceptable format for the printers. The same printers as last year had been used and their quote was very favourable. It was agreed that the presentation of the handbook was very professional, only downside being that SK had spent 5 hours of his time delivering the handbooks to club secretaries or team captains. All requisite information from the handbook has been uploaded on to the website.

**Sep A4 – Publicity Officer to be provided with details of league registered** **players** – Given Steve Brown’s unfortunate absence this had not been done. All players have the necessary registrations but this is a difficult task to keep on top of given player changes on an annual basis at the start of the season. The list will be provided to NN-S instead.

**Sep A5 – Liaise with Bucks County to establish date of County Championships** – covered off by specific agenda item below.

**Sep A6 – firm up provisional League Championships date of 5/3/17 and establish any potential clashes of interest. Liaise with Bucks County accordingly** – covered off by specific agenda item below.

1. **League Status**
* HW advised that the league looks in good shape, remaining unchanged in format from the previously advised 20 teams. A few more players had been registered and the website is up-to-date. Some more team subscriptions had been received.
1. **Table Tennis England – Annual Return**
* NN-S advised that this had previously been a manual return but was now electronic. The return sought details of roles undertaken and related factual information, but it appeared that admin access was required to complete this. The return sought, inter alia, number of members, age groups and gender ratios. It was queried why TTE needed this information in this format given this should all be available via the League database and essentially appeared to be doubling-up in terms of information provision. Additionally, if any committee member did not want to receive email communication from TTE then they should let NN-S know so he could include this information. The return also required completion of two mandatory roles, i.e. a reporting role (which NN-S will undertake) and a welfare role, albeit the return does not provide any further interactive information on what this latter role entails or its purpose. It appears an on-line tutorial may be available which should provide further information.
1. **Publicity Role**
* In Steve Brown’s enforced absence Committee debated whether to leave the publicity aspect in abeyance or try to obtain future press coverage. RC advised he had received an offer of help from a parent and the consensus was that it would be beneficial to continue to promote the league via the press. RC / NN-S both highlighted the ongoing progress of the juniors and additionally the strong showing of Hillingdon club is also appropriate to focus on, especially in light of their strong victories over both Chalfont and Denham Village A teams. It was agreed that RC would provide details of recent junior successes to NN-S who in turn would pull together a report which HW would then send on to her contacts at Bucks Press. *This to be concluded by 28/10/16.* Given the bye-weeks built in to the league schedule it was agreed that a weekly report would be overkill but efforts would be made to provide a monthly update to the press. In response to a query, members were advised that whilst an article may be on the paper’s website, this might not feature in the actual paper itself, as this could be dependent upon available column inches when printed.
1. **Championship Date (County Response)**
* Response received from Sue Hayes at County advising that proposed Championship Date of 5 March 2017 is acceptable. There is a Vets Match on the same date but this would not impact any Chalfonts League players.
1. **Pride of Table Tennis Awards**
* NN-S advised that a request had been received to recognise players / coaches / committee members within clubs considered deserving of such an award in the eyes of their peers. NN-S is happy to submit any such nominations if considered appropriate.
1. **Officers’ Reports**

**Chairman; -** nothing to report.

**General Secretary; -** NN-S advised he hadprovided details of key League dates and copy of the handbook to Bucks County.No further action required.

**Treasurer; -** SK advised that despite Jim Carpenter’s excellent work on the handbook, he still wanted to pay for his own advert. SK needs to send invoices out to obtain payment for handbook advertising, stating that he would invoice Bullseye for their advertising but was not convinced the league should continue using their services. RC stated he had used them for the annual trophy cups but had used another company in Ruislip for some junior trophies. SK advised that handbook production had cost £178 (including free delivery), the highest quote being £300. In view of the good price they will be asked to quote for next year’s scorecard printing, production of which had unfortunately been overlooked this year. Payment for the inter-league entry had been made and a cheque provided to RC for engraving. However, not all club subscriptions had been received to date, including Denham Village.

**Match Secretary;** - HW advised there had been 2 postponements out of 32 matches and one result still awaited, so 29/32 results are on the website. To date, Hillingdon are proving to be the club to beat. All player registrations have been received and the league website is up-to-date. The majority of scorecards are being emailed over, but too much time is having to be spent on dealing with scorecard anomalies / errors, which may require the Match Secretary reverting to team captains for clarification. RC stated that it had been a really positive start, with players conducting themselves in a sportsmanlike manner.

**Inter League Secretary;** - PL advised that payment had been passed on to the Treasurer. However the Inter League Secretary position does not appear on the website under League Officials. HW advised that the website only allowed certain positions to be detailed, but would investigate if any ‘free format’ input is possible. PL confirmed that the Inter League Competition date is 5/2/17.

**Development Officer;** - RC needs to liaise with Harefield regarding the League Championships on 5/3/17, although the date has been pencilled in. If the venue is hired for the whole day the cost will be c£450, which is too high. A max budget of c£320 will be quoted and see if a compromise can be reached. Entry fees may need to be increased to compensate. DM asked if it would be possible to approach Hillingdon to see if their venue might be available. RC also suggested it may be possible to hold a mini competition for the Saturday Juniors at the Championships and this was considered a good idea. On the development front, RC had hoped to run a couple of Saturday sessions prior to Christmas, but only one would be manageable, but two sessions is certainly the target for the New Year, possibly in conjunction with John Underwood. There is a new appointee at Chalfont School who is apparently keen to enter a team into the Juniors section.

**County Representative;** - DH advised he had not yet been able to attend a County meeting. However, it is apparent that there is a shortage of trained umpires to officiate in competitions. A recent competition at Cippenham, requiring a minimum of 4 umpires, only secured 3 umpires at the first time of asking (from a pool of 53), although additional umpires later came forward. County wishes players to train as qualified umpires, although this costs a reasonable amount of money to do so, along with a sizeable time commitment and it’s unclear if the costs of such training could be offset elsewhere. Team captains could also circulate team members to establish any interest.

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

**Fairbank Cup Officer;** - DM advised that this was still early days, and he will be asking for a couple of volunteers to assist with the competition (possibly James Johnson). Handicaps will be reviewed in December – if players have not achieved the minimum 3 games then a handicap will be issued at the Committee’s discretion. Last year no player was refused a handicap. The first round draw will be made at the November committee meeting.

**Championship Secretary;** - no report in CL’s absence. SK advised he will liaise with CL to pin down exact income and expenditure details relating to the September pre-season ‘Fun Tournament’. Feedback had been very positive surrounding this and expectation is that this will be run again next year.

1. **Any Other Business**
* DM asked if there had been any advised rule changes regarding the colour of bat rubbers. It was confirmed that the existing red and black colours still applied.
* NN-S reported on a recent junior tournament (Junior British League) his son had played in regarding coaching. Apparently a player can be coached between points *provided that* such coaching does not delay the game (e.g. if the ball has to be retrieved). The coach can be yellow carded if it’s perceived the game is being delayed, although this appears primarily to be a rule for internationals, and there appears to be a lack of clarity overall for domestic matches and tournaments.
1. **Date / Venue of Next Meeting**
* Next meeting agreed 21/11/16 at HW’s house. Subsequent meeting to be either 9/1/17 or 16/1/17 dependent on Fairbanks Cup draw (first round of which is W/C 9/1/17).

Meeting closed 8.37pm.

**Summary of Actions**

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

**Oct A1** Complete TTE annual return **NN-S**

**Oct A2** Report to be produced focussing on initial weeks of play for submission **RC/NNS/HW**

 to press – target date 28/10/16

**Oct A3** Treasurer to send out invoices for advertising revenue. **SK**

Treasurer to liaise with Championship Secretary to obtain income

 and expenditure details relating to September ‘Fun Tournament’.

**Oct A4** Website to beupdated (if possible) to detail Inter League Secretary **HW**

**Oct A5** Establish if Harefield venue can be secured in line with League budget **RC**

 For March 2017 Championships.

**Oct A6** Fairbank Cup sub-committee to be formed and draw to be prepared **DM**

 ahead of next meeting.

**Oct A7** September approved minutes to be loaded onto Website **HW**