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

**Held Monday 5th September 2016 at Coppermine, Mill Lane, Chalfont St Giles HP8 4NX**

**Present** Bob Baines (Chair), Hazel Williamson,Richard Cottle, Nigel Naylor-Smith, Chris Lee, Stephan Konig, Peter Leckie Jnr, Steve Brown, Ian Skeldon

1. **Apologies**
* Apologies received from Derek Hughes and David Morgan.
1. **Approval of Minutes**
* BB asked for a proposer for the 25/7/16 minutes. After discussion, it was advised that historically this had not been the protocol, but it was formally agreed that the July minutes were a true and fair reflection of the meeting. It was agreed that the requirement for formal proposal and secondment of the League minutes be put to the AGM as an agenda item. The July minutes would be uploaded onto the website.
1. **Matters Arising – Review of Outstanding Actions**

**Jul A1 - Check Harefield availability for 11/9/16, alternatively Denham Village Hall** - it was confirmed that this had been attended to, the venue secured and tournament organised.

**Jul A2 - Contact Pen & Ink to obtain quotation for handbook production** – PL Jnr confirmed this had been done and relevant contact details passed to SK, albeit the company had yet to revert with a definitive quote.

**Jul A3 - Handbook production to be progressed and ensure available to be printed by early September** – SK advised that the handbook was running to 20 pages, compared to 28 pages last year, and the printers had been asked to quote for 110 copies. However, current quotes were more expensive than last year, when the handbook comprised more pages. It was debated whether it was feasible for the Committee to print the handbook in-house, but whilst this was possible, the A5 size and the need to make the handbook look as professional as possible made this more difficult than it first seemed. RC suggested he might be able to arrange this via the church and would investigate. SK advised that the total number of print pages would be 2200, requiring double-sided printing, so this was probably not something to attempt without a professional back-up. SK would continue to source quotes and revert to the committee, but was hopeful of securing a favourable deal. 6 adverts had been secured, with revenue of £300, whereas the Pen and Ink quote was in the region of £240, with a quote of £320 from the printers who provide the scorecards. The company who prepared last year’s handbook are still to revert. SK advised he was ideally seeking a profit of min £100 for the handbook with a print cost of ideally £180/£200. Similarly, Jim Carpenter had still to revert to SK to advise if he is prepared to undertake the work. Ideally the handbooks need to be printed within 2 weeks to allow availability for the start of the season. In any event the electronic handbook is to be uploaded onto the website prior to the season commencing.

**Jul A4 – Finance reconciliation to be emailed to NNS –** SK confirmed this had been done.

**Jul A5 – Inter-league team submission to Mike Atkinson** – PL Jnr confirmed this had been done but was awaiting Mike Atkinson to revert with costs. RC confirmed that last year’s players had confirmed their availability.

1. **League Planning**
* HW advised that league structure was as discussed at the July meeting. There had been a possibility that Chiltern would enter a team but this did not progress. Similarly, Hillingdon had expressed the possibility of entering a 4th team but a captain willing to undertake the role could not be found. Consequently the league continued to comprise 20 teams, ie 6 in Div 1, and 7 teams in Divs 2 and 3. There remains space for 4 teams if these could be found although it was accepted that time is now extremely tight to admit new teams.
* Registrations were slow in being received, although clubs had until 17/9/16 for these to be forthcoming. To date only Stoke Poges’ had been received, although it was advised that Denham Village and Chalfont were addressing these immediately. Payments had been received from just 2 teams, ie Stoke Poges and one Chalfont team, with Denham Village providing a cheque on the evening. All available information to date is already uploaded on to the website.
* SB advised he needed details of players’ names and teams so these were available to supplement any press releases.
1. **Social Tournament – Status Update**
* CL stated he was disappointed not to have received a better response and was aware that a number of team captains had not circulated his prior email about the event. To date only 13 players had registered. A £50 prize was available and hall hire was expensive, although RC advised not to view this as a concern. Additionally Dave Morgan, who had offered his assistance, had had to withdraw support. Both SB and RC advised that some further players may well register interest. 4 tables would be in use and if a player entered who did not have a league handicap then CL asked for feedback on the player’s likely ability so a realistic handicap might be set. The same pre-season tournament last year comprised 15 players, although some of these were from the Chalfont Community Centre teams. Start time would be 2pm, with the need to vacate by 6pm. Each player should be able to play at least 3 games (up to 21 points) plus doubles if they so wished. NNS confirmed his attendance to assist. Hall availability should be from 1pm at Harefield, with Denham Village to provide the barriers. No drinks or food would be provided. CL stated he was considering asking Ken Marshall to award the prizes. Despite low numbers, it was agreed that the competition would go ahead.
* RC advised that Harefield was proving to be an expensive venue and contact details were now more difficult following a change in the venue admin team. Denham Village are not using Harefield for weekly matches, having sourced another venue.
1. **Handbook**
* As detailed under Matters Arising / Review of Outstanding Issues (**Jul A3**) above.
1. **Officers’ Reports**

**Chairman; -** nothing to report

**General Secretary; -** nothing to report

**Treasurer; -** SK advised that Ickenham URChad paid their subscription. HW handed over 2 cheques against receipts for team subscriptions and player registrations.

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

**Inter League Secretary; –** PL Jnr said he had tried to establish the date of the Bucks County Championship but with a number of County personnel changes this had not been possible to date (PY 20/3/2015). Additionally, the League needs to advise County of the proposed date for the Chalfont League Championships to ensure no clashes with any County or Junior competitions.

**Development Officer;** - RC needs to obtain the trophies from the juniors so these can be engraved and these would need to be formally presented at a suitable opportunity. Additionally, it would be ideal for this information to be reported in the handbook.

**County Representative;** - see above under Inter League Secretary.

**Publicity Officer;** - SB advised that Tim Street is now the only available new contact and he had written twice to establish preferred content and format, but with little feedback to date. SB’s intention is to provide as much information as possible, especially in the run-up to the new season. Initially the website will be the primary resource for results, but it is hoped these will be published and reported on in the press as the season progresses.

**Fairbank Cup Officer;** - no report.

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

1. **Any Other Business**
* CL reported that 2 tables are to be returned to Chalfont from Mike Atkinson. CL also advised that Mike Storey had returned to his team for this year.
* RC stated that Committee needed to give thought to a suitable date for the 2016/2017 League Championships and proposed this be put on next month’s agenda. This could be included in the handbook if agreed quickly. Additionally, the earlier the juniors are advised of a tournament date, the better. Thought would also need to be given to a suitable venue. Harefield would be ideal, but cost is an issue. SK advised the cost of hall hire last season was £280 approx, so a cost this season of c£300 would be tenable, but entry fees may need to be adjusted upwards. A provisional date of 5/3/2017 was proposed. Work now needs to be progressed to establish if this date clashes with any Cadet / Junior or County events.
1. **Date / Venue of Next Meeting**
* Next meeting agreed 24/10/16 at HW’s house. Subsequent meeting was agreed at 21/11/16 (same venue). BB tendered his apologies for the October meeting in advance; NN-S to chair.

Meeting closed 8.25pm.

**Summary of Actions**

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

**Sep A1** Propose rule change whereby committee meeting minutes **NN-S**

 require formal proposal and secondment

**Sep A2** July minutes to be uploaded onto League website **NN-S / HW**

**Sep A3** Handbook production to be accelerated to allow availability prior **SK / HW**

 to start of season. Available information to be uploaded onto

 website

**Sep A4** Publicity Officer to be provided with details of league registered **HW**

 Players

**Sep A5** Liaise with Bucks County to establish date of County **PL Jnr**

Championships

**Sep A6** Firm up provisional League Championships date of 5/3/17 and **CL / NN-S /**

establish any potential clashes of interest. Liaise with Bucks **PL Jnr**

County accordingly. Refer as agenda item for October meeting.