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

**Held Monday 10 April 2017 at Coppermine, Mill Lane, Chalfont St Giles HP8 4NX**

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

1. **Apologies**

* Apologies received from Bob Baines, Steve Brown, Richard Cottle, Peter Leckie Jnr, Derek Hughes.

1. **Approval of Minutes**

* The March minutes were confirmed as an accurate record and duly signed and approved.

1. **Matters Arising – Review of Outstanding Actions**

**Mar A1 - 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 complete. He had done further research and found that ETTA in January produced a Safeguarding Policy which other clubs and leagues have adopted. His recommendation is to adopt this in its entirety and to place on the website, which would form the League’s own policy in this regard. Further discussion is required however with regard to how much additional policy (if any) the League wants to adopt, and additionally it will be for clubs who have juniors involved to decide how to implement such policy. NNS requested that all members read the policy handed out at the meeting and feed their thoughts back to him.

**Mar A2 – Consider a rule change in conjunction with D Hughes allowing a lower number of league games to be played for Inter League qualification purposes –** NNS advised he had discussed with DH and will submit a proposed rule change to Bucks County in this respect. Mike Atkinson will be notified beforehand of the League’s intention.

**Mar A3 – Draft rule changes to be drawn up and submitted to the AGM with reference to ‘time-outs’ and ‘towelling down’ and to remove handbook references to ETTA, replacing these with TTE –** NNS confirmed he had prepared this and will circulate to Committee accordingly. Bucks County had confirmed that ETTA is still correct however, TTE being the trading entity of ETTA, so no need to make handbook amendments.

**Mar A4 – Advise team captains of Fairbank Cup final details –** DM confirmed he had done this and Ron Bryant is happy to act as official umpire. NNS will welcome players and spectators to the event.

**Mar A5 – Letter of censure to be sent with regard to anti-social conduct arising at the Championships –** NNS confirmed he had emailed the player concerned who had requested a face-to-face meeting. It was agreed however that the player’s conduct is not up for debate and he will be told that his behaviour was inappropriate and censured accordingly. NNS agreed he would progress a face-to-face meeting albeit max 15 minutes was considered sufficient to establish if any mitigating circumstances existed.

**Mar A6 – Draft Chairman’s report to be circulated to Committee for comment as necessary –** NNS confirmed this action had been concluded.

**Mar A7 – NNS to contact R Cottle, C Lee and S Brown to clarify their intentions for re-election. Also to contact S Merican and S Keyes given Hillingdon’s lack of representation on the Committee –** NNS advised CL would be resigning and S Brown would also stand down given health issues. RC had yet to respond, although it was hoped he would continue. NNS confirmed he had spoken to S Keyes and S Merican about potential committee roles, confirming they could, if preferred, just attend meetings and provide input as opposed to undertaking a full committee role at this juncture. At this stage however it was felt that neither party wished to participate.

**Mar A8 – S Konig to contact J Johnson to see if he will act as Championship Organiser next season –** SK confirmed he had spoken to J Johnson, who had politely declined the invitation, as he was unsure if he would be in the country for next year’s event. He would though be happy to help out. It was agreed that in his absence no-one knew the mechanics of drawing up the order of play – SK suggesting that research into a possible software programme would be appropriate.

**Mar A9 – Handbook notes to be adjusted to reflect the impact of averages when the opposition only has 2 players –** SK confirmed he would attend to this ahead of preparation of next season’s handbook.

**Mar A10 – Establish availability of Chalfont St Peter memorial Centre for venue for Club Secretaries meeting – set for 3/7/17 –** HW advised it had taken some time to make contact, only to find that the venue is unavailable. It was confirmed however that the small room at Chalfont St Giles is available and would be sufficient for the meeting. HW will arrange and book accordingly.

**Mar A11 – February minutes to be uploaded onto website –** HW confirmed this had been done.

1. **League Update**

* HW advised no change, with teams and players remaining constant. 171 matches had been played, with 2 conceded. The two recently added teams, Stoke Poges and St Josephs, are both at or near the top, of their respective divisions, which was good to see. Div 1 has been won by Hillingdon A, with Denham A as runners-up, after a great competition. In Div 2 Denham E are clear winners, with second place yet to be decided. Stoke Poges have confirmed they had no wish to take place in a play-off match against a Div 1 team, should they finish second in Div 2. Div 3 has been won by St Josephs; Hillingdon C in second place have confirmed they wish to take part in a play-off match against Denham Village D as second bottom team in Div 2, to try to win promotion. There are 6 matches outstanding, 4 of which are in Div 1, all involving Chalfont teams, some of which are in course of being arranged / played. There are 2 outstanding matches in Div 2, both involving Rickmansworth A, who play against Stoke Poges on 11/4/17. The remaining fixture against Chalfont C is not due to be played until 25/4/17, ie well after the final date of 14/4/17 specified in the handbook. It was acknowledged that the final date for playing league matches was listed in the front of the handbook, but not specified in the actual rules. This will require attention for next season, and enforced accordingly. The outstanding match (set for 25/4) left it very time critical for trophy engraving and final preparation of TopSpin Attack as time needed to be allowed for the printers to prepare ahead of the AGM. It is essential therefore that outstanding results are input into the website without delay. To summarise, there are 6 league matches to be played, plus Fairbank Cup semi-finals and final.

1. **Choice of Players for League Matches**

* Committee advised a club had made contact with regard to a Denham Village player who had played for another team in Div 1 (ie ‘playing up’) which they felt was not in the spirit of the game, as the player concerned was considered good enough to be playing for the strongest Denham Village team. After debate, Committee dismissed the ‘complaint’ on the basis that;-
* There was not a vacant spot for the player concerned in the Denham Village A team – the team had already been registered
* One of the requests to play up was made by Mitchell Jones to the player concerned and the Club Secretary was unaware of this
* The player had also played up against another Denham side (Denham Village B) winning all their matches, and therefore was not being used solely against the club raising the concern
* League rules permit a player to play ‘up’ for a team in the same league, but not ‘down’ and consequently there had not been a breach.

1. **Fairbank Cup – Update**

* The venue has been booked for 18/4, the League covering the cost of hall hire. It was confirmed that drinks and nibbles will be provided which NNS agreed to arrange. There is some food surplus left over from the Championships, any remainder will be put toward the AGM. HW will ensure the semi-final results are posted on the website ASAP so that those teams participating in the final are fully aware of their obligations.

1. **AGM – Preparation Update**

* TopSpin Attack – NNS handed out the draft AGM document, updated as far as possible at this juncture. Most of the outstanding issues relate to final league positions, player averages and Fairbank Cup outcome. NNS had moderated J Johnson’s report on the Championships and the General Secretary’s report had been completed. HW confirmed she had produced the Match Secretary’s report which would be forwarded to NNS. RC’s Development Officer’s report is drafted but couple of placeholders for final words - due imminently. Overall position considered acceptable at this stage. 30 copies will be available at the AGM.
* Trophy Engraving – will be concluded by AGM date.
* Structure of Meeting (Guest speaker slot etc) – 4 potential guests have been lined up, ie Paul Drinkhall, Andrew Baggaley, CEO of TTE and an unnamed relatively senior player via another source. None has been confirmed yet but it is hoped that one will be able to attend and present awards. Any guest would be advised of relevant time allocation for speeches.
* League member participation – NNS stated that attendees have to sit through a lot of dialogue and is keen to engender attendee participation and feedback, but was unsure how to best address this. He confirmed he is happy to provide a short wrap-up of Committee member’s reports and ask for questions and player feedback on any issues arising. This was supported by Committee. NNS will chair the AGM in Bob Baines’ absence.

1. **Club Secretaries Meeting and Preparation (3/7/17)**

* Included solely as a prompt given the need to notify Club Secretaries of the forthcoming meeting and to establish likely number of teams for next season. NNS to draft an invitation which he would send to HW for vetting and onward transmission to Club Secretaries. Reminder of the date would also be given at the AGM.

1. **Officers’ Reports**

**Chairman;** - nothing to report.

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

**Treasurer;** - SK advised the League would achieve a surplus this year of £115.97, which is a good outcome and reflected the cost-saving initiatives undertaken. This therefore left a comfortable position provided no senior committee members left office (ex gratia gifts had been provided in the past in acknowledgement of work undertaken).

**Match Secretary;** - HW advised that at the Championships Mitchell Jones expressed interest in bringing a team in from Harrow and wanted to know costs of joining. Additionally, Brunel University are putting a team into another league and it was agreed to make contact to see if they are willing to join Chalfont league. HW also advised that the report on the recent Championships produced by J Johnson had featured in the Bucks Advertiser but this had been very heavily altered to the extent it bore little resemblance to what had been submitted and photos had not been published, which was disappointing. HW also needs to trawl through the entry forms to check addresses and email contacts to ensure these match up with the League’s own database.

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

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

**County Representative;** - nothing to report.

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

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

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

1. **Any Other Business**

* CL advised he would be playing in Wycombe Summer League, who are on the lookout for any players from other local leagues to boost numbers – as such there is an open invite.
* NNS had established that TT365 can be used for an email facility but this would require a relatively cheap software add-on, and requested that the League explore this further. Whilst this relies on players having up-to-date information, it is considered more likely that this will be more current than the standalone list that the League maintains. (Recent all-party email resulted in several bounce-back of email addresses). It was felt this might facilitate League emails to players in the future and assist in keeping the League’s database current. Finally, AGM documents will be circulated in the next couple of weeks. The AGM will start at 8pm.

1. **Date / Venue of Next Meeting**

* AGM set for 15/5/17 at GX.
* Further meeting introduced for 12/6/17 at Coppermine (IS confirmed unable to attend).
* Club Secretaries meeting set for Monday 3/7/17, 8pm – venue to be arranged. IS to do minutes.

Meeting closed 8.45pm.

**Summary of Actions**

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

back to Committee.

**Apr A2** All members to read ETTA Safeguarding Policy and feed back thoughts **ALL**

to NNS

**Apr A3** Submit proposed rule change to Bucks Countyrequesting a lower number **NNS**

of games playable to qualify for Inter League matches.

**Apr A4** Establish over next three months if there is an available software **SK**

Programme that provides a template for determining order of play in

championships

**Apr A5 C/F** Handbook notes to be adjusted to reflect the impact of averages **SK**

when the opposition only has 2 players.

**Apr A6** Chalfont St Giles hall to be booked for Club Secretaries meeting **HW**

**Apr A7** Refreshments to be provided for Fairbank Cup final **NNS**

**Apr A8** Prepare invite to Club Secretaries to ensure attendance at Club **NNS/HW**

Secretaries meeting scheduled for 3/7/17 at Chalfont St Giles

**Apr A9** Contact Mitchell Jones regarding League entry costs **HW**

**Apr A10** Discuss with R Cottle potential of contacting Brunel University **NNS**

to ascertain interest in joining Chalfont league

**Apr A11** Investigate TT365 email package and examine for suitability **NNS**

**Apr A12** March minutes to be uploaded onto the website  **HW**