



WANSTEAD & SNARESBROOK CRICKET CLUB

Minutes of the Management Committee Meeting held on Thursday 23rd September 2021 @ 8:00pm

Present: M. Pluck (MPI), N. Hutchings (NH), L. Enoch (LE), Arfan Akram (AA), S. Emmons (SE), M. Piracha (MPi), J. Ellis-Grewal (JEG), M. Bentley (MB), T. Hebden (TH).

1.0 Apologies for absence

None.

2.0 Minutes of previous meeting

3.1 The minutes of the previous Management Committee meeting on Wednesday 28th July 2021 were agreed as true and accurate records of proceedings.

Action NH to publish a copy of the minutes of the previous Management Committee meeting on the club website.

3.0 Actions from the previous meeting

3.1 *Provide contact details for the ECB Head of Facilities Investment, Duncan Jenkins. We would need to communicate our intentions to him regarding grant applications for the next phase of the Overton Drive clubhouse refurbishment (AA) – completed. Duncan Jenkins was now in the loop.*

3.2 *Obtain 2 quotes for the work needed to provide interim improvements to the men's toilets and showers at Overton Drive (JEG) – Joe Ellis-Grewal had contacted Ellicott Construction and would follow up with them to obtain the required quotes.*

Action JEG to obtain 2 quotes for the work needed to provide interim improvements to the men's toilets and showers at Overton Drive.

3.3 *Add proposed ECB coaching changes to the agenda for the next Sports Subcommittee meeting (MPI) – the Sports Subcommittee had not meet since the last Management Committee meeting. Martin Pluck would ensure this topic was added as an agenda item for the next meeting, which would take place in October.*

Action MPI to add proposed ECB coaching changes to the agenda for the next Sports Subcommittee meeting.

3.4 *Contact opponents in remaining 1st XI games this season to confirm their permission to live-stream games (MPI) – this had been done for all games.*

3.5 *Send a copy of the minutes of the Bar Subcommittee meeting on 17th July to the members of the Management Committee meeting (MPI) – Martin Pluck had sent out*

minutes of this meeting. These would be included in the papers for the next Management Committee meeting.

- 3.6 *Go through the Social Media audit document with Sohail Ahmed and Josee Gritten and discuss with Trevor Hebden whether any potential welfare issues had been identified (MPi) – it was agreed that it would be better to do this early next year. See 11.1 below for further details on this. **Carry forward.***

Action MPi to go through the Social Media audit document with Sohail Ahmed and Josee Gritten and discuss with the Club Safeguarding Officer whether any potential welfare issues had been identified.

- 3.7 *Circulate to Management Committee members details of how to access club management documents online via Microsoft OneDrive (NH) – completed.*
- 3.8 *Publish a copy of the minutes of the previous Management Committee meeting on the club website (NH) – completed.*
- 3.9 *Ensure that live-streaming kit was set up prior to each game (SE) – completed.*
- 3.10 *Send Martin Pluck details of the food that would be provided on this coming Friday 6th August. Martin Pluck would publish these on the club website (SE) – completed.*
- 3.11 *Confirm what was required to refurbish the groundsman's shed/tea bar (TH) – this was ongoing. Trevor Hebden had been reviewing the requirements with Dhanesh Prabhakar.*
- 3.12 *Contact Sam Velani about reinforcing the main doors to the groundsman's shed (TH) – this work would be done over the winter.*
- 3.13 *Fix windows in Overton Drive that are not opening properly (TH) – there remained one window that need to be addressed. All the other windows had been fixed.*
- 3.14 *Inform the Head of Junior Cricket, Jon Gritten, that no junior games would be live-streamed (TH) – completed.*
- 3.15 *Re-render the wall at the back of the chair cupboard at Overton Drive (TH) – this work would be carried out when the Playgroup were replacing their storage shed. Trevor Hebden to liaise with Pam Foster on this.*

4.0 Development Report Progress

4.1 Volunteer recruitment

Nothing to report beyond the relevant item covered under Safeguarding (see 11.1 below).

4.2 Jack Petchey Grants

All returns and finances were up to date.

The Management Committee were happy to ratify the changes in responsibilities that Len Enoch had proposed regarding Jack Petchey co-

ordination. Len Enoch to document the protocol and criteria for identification of Jack Petchey award recipients as well as the equipment procurement procedures. Mitel Patel would be responsible for procuring equipment funded by the Jack Petchey grants. Once this document was approved Jon Gritten would circulate it to junior managers and adult captains.

Action LE to document the protocol and criteria for identification of Jack Petchey award recipients as well as the equipment procurement procedures.

5.0 Coronavirus update

5.1 During this quarter we had received a further £13,000 (net of the allocations to the Drummond Tennis Club and Wanstead Central Bowls Club) from Redbridge Council in relation to Covid disruption. This brought the total amount of grants received to £52,000 for the year. The club had adhered to all Government regulations and guidelines throughout the pandemic.

Martin Pluck and Mark Bentley were to be congratulated for all the hard work and careful planning they had undertaken to ensure that the club had continued to function successfully during this very challenging period.

6.0 Fundraising

6.1 Project Heron – third phase

Martin Pluck, Mark Bentley and Joe Ellis-Grewal had met with the architect, Darren Flight, to go through the following:

- The revisions required following the minor amendments identified during the planning application review. Planning permission had been granted on the proviso that these changes were made.
- Plans to upgrade the windows in the bar area
- Plans to convert the current disabled toilet into a women's changing room/prayer room.

Following this meeting Darren Flight would update the design drawings and co-ordinate the structural engineering and soil investigation work. He would also liaise with Joe Ellis-Grewal on the specification of the men's shower facilities and toilets. The aim was to complete the architectural plans by November to enable us to go ahead and get 3 quotes for the work required. Any grant applications would be dependent on having these quotes available.

Action MPI to organise a meeting with club members to go through the revised architectural drawings and elicit feedback on the refurbishment plans.

7.0 Treasurer's Report

7.1 Cricket and bar activity had returned a small surplus during the year despite the ongoing Covid situation. Unusual events had included the Covid grant income received (see 5.1 above for more details on this) and the costs associated with the substantial refurbishment of the bar. The financial impact of these

events was broadly neutral on the overall finances of the club. At the end of August we had just over £120,000 in the bank, which was a similar to the cash position at the end of September 2020. This reflected the prudent and proactive management of the club's finances throughout this challenging period and would provide solid basis for growing and developing the club in the future.

- 7.2 Membership renewals had remained resilient. The material increase in the number of girls joining the club this year was a very positive sign and boded well for the future. Match fees were as expected given the significant number of games we had played during the season.

The SLATE application had greatly improved the efficiency of the fee collection process and we intended to use this for indoor games during the Winter.

Jon Gritten was be congratulated for getting this system implemented across the club.

- 7.3 Gross bar takings for the 6-month period since we re-opened were £77,000. The comparative figures for previous full years (excluding 2020) were £78,000 in 2019, £74,000 in 2018 and £66,000 in 2017. These income figures vindicated the refurbishment work done on the bar and the increase in the range of drinks being offered to members.

To break even the bar income needed to be in the region of £80,000. The takings to date combined with the good pipeline of events already in place over the next 6 months meant that this figure should be easily achieved by the end of March, assuming there were no further covid related restrictions.

- 7.4 Our insurance premium for the year was set to rise to from £4,500 to £5,500. This increase had been market tested by our broker and reflected our recent claims history at Nutter Lane and Overton Drive. Increasing the excess would have a minimal impact on the premium. As result, we intended to accept this increase, which would keep the excess at £500. This would also maintain our risk profile.
- 7.5 Following a hiatus imposed by the Covid restrictions, we planned to get up to date with First Aid, Safeguarding and coaching courses. The estimated cost for these, assuming members pay half of the cost of the coaching courses where affordable, would be in the region of £1,500. These coaching courses were filling up quickly and we would have to book places on these as soon as possible.

Action AA to follow up with Jon Gritten regarding scheduling and booking of coaching courses.

8.0 Bars

- 8.1 The handover from Lynn to Niki Rising had gone very well and Niki had integrated into the new role quickly and effectively.
- 8.2 Bar takings during the period – these were covered in 7.3 above.
- 8.3 One area under review was the supply of wine for the bar at Overton Drive. Majestic Wine in Wanstead was currently being used for this but there had been problems regarding consistency of availability. Greene King had been contacted to ascertain the range and cost of the wines that they could provide. They would be the preferred option provided the quality was acceptable. A wine tasting was being arranged to evaluate the brands that Greene King would be able to supply to the club.
- 8.4 The next meeting of the Bar Subcommittee needed to be arranged for some time in October.

Action MPI/SE to arrange the next Bar Subcommittee meeting for some time in October.

9.0 Facilities

The Management Committee would like to thank Matt Grice for all the work he has done on the grounds this season. This had been an outstanding effort in the context of the amount of cricket that had been played.

9.1 Overton Drive

Work had started on the square and the pop-up sprinklers had been fixed. There was still some concerns about the drainage in front of the pavilion – new drains would probably be required to address this.

Action MPI to liaise with Ian Jordan regarding improvements to the outfield drainage in front of the pavilion at Overton Drive.

9.2 Nutter Lane

Work had also started on the square here. There were ongoing concerns about the amount of cricket we were attempting to play on just 6 strips. Sometimes 4 games were scheduled to be played over a weekend, which was becoming unsustainable. One option to help mitigate this issue would be laying a non-turf pitch on the edge of the square. This would be used for some junior and women's games. Total Play have quoted £8,500 + VAT to lay a pitch. An additional quote would be sought. We would look to apply for an ECB grant to help fund this.

Action MPI/AA to complete an ECB grant application for laying a non-turf pitch at Nutter Lane

Martin Pluck and Paul Staniford had met with the FA fundraising representative regarding a Football Foundation grant to help pay for

improvements to the pitch at Nutter Lane. Paul Staniford was progressing the grant application.

To increase the height of the netting by 6 metres all the way round the ground would cost between £27,000 and £32,000 based on the 2 quotes we had received. One of the conditions of any planning permission was that the existing netting must be taken down and completely replaced with new netting. In light of the potential cost and impact, Martin Pluck would discuss this again with the local resident who had complained about balls going into his front garden.

10.0 Social

10.1 Two junior dinners and an adult presentation evening had been arranged for the coming weeks. Between 60 and 70 players were expected to attend the adult event. To date, the 3rd XI, 4th XI and 6th XI had not responded to the invitation that had been sent out.

Action MPI to follow up with the adult team captains who had not yet responded to the adult presentation evening invitation.

11.0 Safeguarding

11.1 **Club Safeguarding Officer** – Trevor Hebden would be standing down from the role of Club Safeguarding Officer from the beginning of the new year.

The Management Committee would like to thank Trevor for the fantastic job he had done as Club Welfare/Safeguarding Officer over the past 5 years. Thanks also must go to Vivienne Hebden for the support she has given Trevor in this demanding role.

It was proposed that Niru Williams would take over this role. She brings considerable experience in welfare practice and would be ideally suited to the position. The plan would be for her to take over from 1st January 2022, which would provide the time required for Niru to attend the necessary training courses. Niru had indicated that she would like to discuss this role with Phil Knappett and Graham Jelley before starting in January.

The Management Committee unanimously agreed that Niru Williams should move into this role.

Action AA to introduce Niru Williams to Phil Knappett, Graham Jelley and Graham Smith.

Action MPI to draft a communication regarding the Club Welfare Officer transition and get this agreed with Trevor Hebden before circulating to all club members.

The action assigned to Matloob Piracha regarding the social media audit review (see 3.6 above) would be deferred until Niru Williams had taken over as Safeguarding Officer and was fully up to speed.

11.2 **Disciplinary issue** – this had resulted in one of the club’s players being banned from playing during the first five weeks of next season. The club’s prescribed disciplinary procedure had been fully adhered to when dealing with this issue.

12.0 Feedback from Sports Subcommittee

12.1 The next Sports Subcommittee meeting was now scheduled to take place on 18th October.

12.2 The 1st XI had finished the season on a high beating Brentwood to win the Essex League Cup in a very exciting final at Buckhurst Hill. Overall, this had been a ‘nearly’ season with the 1st XI finishing runners-up in the league and being beaten in the final of the Essex T20. The 2nd XI and 6th also finished runners-up in their respective leagues, with the 3rd XI finishing fifth, the 4th XI fourth and the 5th XI seventh. 138 different players played across the six adult sides, which was a testament to the playing depth in the club.

The juniors played more cricket this year than ever before. The U16s won the Essex Matchplay and the U13s the Len Stentiford Trophy. The U11s team were beaten in the final of the Haydn Davies Trophy. One particularly pleasing aspect this year was the number of girls who had joined the club – we had 95 players registered, which augured very well for the future of women’s cricket at Wanstead.

13.0 Any Other Business

13.1 At the start of next year Arfan Akram would send out an email to all club members in case any further people were interested in participating in the Kenya tour that was being rescheduled to October 2022.

14.0 Date of next meeting

14.1 The week beginning 13th December – date to be confirmed.