

Wessex Working Group

Minutes

MEETING

17th August 2019

Apologies

Ali Kelly, Andy Jones, Alice Butista, Wayne Tinsley-Veale, Karen Lambert, Dan Hunter.

Minutes

- Chair **Dave Gunter (DG)** welcomed and thanked everyone to the meeting and talked through the agenda items to work through.

1. Review of Minutes/Actions

- Committee reviewed age range of Mini's group and agreed this should be those in Year 8 and below. Confirmed membership fees for Minis will be £20 per month.
- **DG** and **Roy Pankhurst (RP)** confirmed that 7 people (5 from Wessex) have enrolled on Level 1 Coaching Course on 31st August and 5th October. **RP** to advertise the course over the next two weeks.
- **Annetta Minard (AM)** raised possibility of offering the same level of support for the Grade 4 Refereeing Course which is running on the 15th Sept at BU. Committee agreed to fund 4 places on a course with an expectation for them to referee a minimum of 3 matches/match days (SW League and junior competitions) in return.

2. Development Plan

- **AM** presented a Draft Strategic Plan / Operating Guide compiling the ideas of the Committee as discussed in previous meetings.
- Confirmed that everyone who plays for the club must be a member and that they will be subject to the constitution and codes of conduct adopted by the Club

- **AM** highlighted that all documents supporting board business, including agendas and minutes should be made available to all members.
- **DG** presented a document detailing some of the jobs that needed to be covered in the 2019/20 season. **DG** has agreed to continue working on this and issue to all members ahead of the AGM so it can be discussed collectively and that those standing for positions have a clear picture of what the role involves)
- **DG and AM** discussed implementing a Coaching Philosophy with the Committee. This highlighted the need for consistency throughout the club especially in terms of what behaviour is expected from members.
- **Andy Landridge (AL)** and **Michelle Honeybun (MH)** emphasised the need for coaches to have the freedom to make contextual decisions if a Coaching Philosophy is adopted.
- **AM** discussed the potential to implement internal quality assurance procedures alongside the safeguarding checks to ensure consistency throughout different teams.
- Committee agreed a coaching clinic (for club coaches) would be beneficial to feedback on different coaching styles and ideas. Would ideally look to meet three times a year, once per school term.
- **AL** drew attention to the need to consolidate a successful strategic plan for indoor volleyball before trying to implement this for beach volleyball as well.
- Committee agreed that someone should be appointed as Vice Chairman going forward.
- It was agreed that Members of the Board will be elected at the AGM and serve for a term of two years whilst the Chair and Treasurer will serve a term of three years, provided they accept.
- **RP** said he would be happy to act as the link between Volleyball England and Wessex Volleyball as well as the local volleyball associations (ie. Volleyball Dorset/Active Dorset).
- All club policies are to be made available on the website. **Colin Angell (CA)** agreed to read through and check the policies before they were published.
- **DG** emphasised the need to ensure there is a consistency of skills and tactics being taught through the club. It was also said that the club should aim to avoid early specialisation of players. **Anthony Roberts (AR)** mentioned that Wessex players used to be known as good all-rounders and that this should be a focus going forward. It was agreed that a separate coaches meeting was required to discuss this area.
- **AR** to review document outlining player expectations so that this can be communicated to players within the new-member packs.
- **AM** emphasised the need to have manager roles that are separate from coaching roles. **MH** said it would be beneficial to have the opportunity to job-share some of these roles.
- The role of Junior Development Co-ordinator is going to be looked at in the future.
- Also discussed potential to bring in an external coach to improve junior and coach development.
- **DG** suggested bringing in a Junior Officials Award to train those juniors who help referees at competitions and to ensure that they are aware of their responsibilities. This will also improve the perception of the club when competing.
- Committee agreed that an annual review of the season's performance would be beneficial.

- Concluded that a simple document outlining the strategic plan will be handed out at the AGM on 7th September so people can see what the Committee has been discussing.
- **AM** agreed to design an Action Plan to be handed out at the AGM so that member ideas can be collated ahead of the 2019/20 season.

Actions:

- **AM/DG** to create a flowchart detailing the board structure, to include sub-committees
- **AM** to design an Action Plan ahead of the AGM
- **AM** agreed to produce a meeting timeline following the AGM
- **DG** to continue working on job profiles ahead of the AGM

3. Finance

- **Peter Lambert (PL)** presented accounts accurate to 16th August 2019.
- These confirmed that the club is in a strong financial position going forward.
- It was also said that available funds are being invested in club development
- **PL** has agreed to provide regular updates as Treasurer to ensure that the financial position is stable before too much expenditure is agreed at Board level.
- **DG** confirmed that **Wayne Tinsley-Veale (WTV)** has audited the Club's volleyballs and after **DG** discussed the quotes he had received, the Committee agreed to £950 being spent on new Volleyball's and bags. **WTV** will then distribute these out to coaching staff.
- **DG** to purchase 4 First Aid Kits and ice packs as necessary.
- **Andy Jones (AJ)** to arrange a First Aid course for members to attend.
- **DG** to purchase 2 new Scoreboards.

4. Kit Update

- **AR** confirmed there is one complete set of women's kits.
- **AR** to ask again for all kit to be handed in so that it can be audited. Decisions to purchase new kit will be made going forward.

5. AGM / Workshop

- Committee agreed **DG** and **AM** will present the strategic plan to the group along with the other documents mentioned
- **DG** to co-ordinate marketing prior to 7th September

6. PE Conference

- **DG** to attend Dorset PE Conference at end of September at Queen Elizabeth School – potential to bring another person along.

7. Training Schedule

- **DH, WTV** and **DG** have agreed a training schedule for the 2019/20 season.
- **DG** highlighted Minis will now have two training sessions per week.
- Parkstone Grammar School to be utilised more in the upcoming season, and the Committee acknowledged that this would not be any more costly than using LeAF.

8. Sitting Volleyball

- **DG** presented the idea of introducing a few Sitting Volleyball sessions further into the indoor season.
- **DG** to make contact regarding a Sitting Volleyball coach running these sessions on behalf of the club.
- Committee discussed potential for funding through Active Dorset

9. Website

- **DG** to follow up with internal contact about potential website development.
- Committee agreed this is an important aspect to be discussed going forward, to include **DH**.

10. Meeting with Head of PE at LeAF

- **DG** to meet with Head of PE at LeAF in the new academic year regarding storage facilities and Health and Safety. Also looking to discuss supporting a new volleyball scheme in LeAF that would see players train with Wessex.

11. AOB

- **CA** asked about the use of the Mobile Banking App to collect tournament fees going forward. Agreed it will be used for Super League and Women 2 and 3 teams in 2019/20 season. Junior tournament fees to be collected in cash.
- **DG** and **Helen Rushby (HR)** fed back on the Volleyball England Conference. Mentioned the different workshops attended and the decision by VE to introduce registration fees for all juniors playing in National Cup games. The Committee decided the Club should issue a statement regarding this decision but it was confirmed that all members will have to cover these costs themselves.

- **AM** thanked **HR** and **DG** for representing the club at the VE Conference.
- **AM** presented details about the Diploma in Sporting Excellence:
 - Whilst it is recognised that this award could be of benefit to club members the board are keen to get a better understanding of how the scheme operates, the funding available and the commitment required from the club – to that end;
 - **AM** to contact Loughborough College regarding details of the qualification and to see if those who are eligible in the 2019/20 season can be enrolled.
 - **DG** to contact Volleyball England to better understand how the qualification operates and ask for documentation detailing eligibility.
- **DG** thanked everyone for their time, commitment and contributions over the last few months
- **Next meeting is the Club AGM on 7th September 2019 at BU**