


***COMMITTEE MEETING MINUTES ***

 2nd December

 7:30pm

 Llanfoist Village Hall

***Apologies*:** Trevor, Annabel, Joe, Charlotte, Street, Bryony

***Agenda Items*:**

◆ chairman's update

- Geraint wants to raise a few points during the chairman's update, one being "Governance" - this refers to having all relevant documents/policies in one place and can be accessible in an event of an "emergency". They are to act as a safety net. Geraint would like to update many of these policies
- Geraint has also spent a considerable amount of time with Andy sorting out the website and has asked Andy to update the website in a few areas. Going forward, the committee meeting notes are to be sent in the WhatsApp group, approved that it is a true reflection of the meeting and then forwarded to Andy to be uploaded to the website.
- The constitution is out of date; reference to paying hockey wales affiliation; this needs to be updated at the 2024/2025 AGM.
- Over the next couple of weeks, Geraint is going to share policies with the committee and between us we will update them to make them up to date and then publish them on the website.
- Geraint wants the main message to be that everyone is treated fairly as individuals; attending members are in agreement they are happy to attend.

◆ treasurer's update

- Joe is absent for this meeting but will provide a separate update.

◆ men's update

- Joost; men are continuing to win matches. There are 3 matches that have been missed, and are in the process of rearranging. They are at the top end of the table but it is close due to goal difference and goals in hand.

◆ ladies update

- Nia; the tables drew on the weekend. They are currently bottom two, however, don't feel they are out of our league, and all matches have been close games. We want to continue building into the next half of the season.

Senior Training will break for Christmas on the 10th December.

We are likely to restart on the 7th January

*** Joe can you make this is booked please!

◆ umpires (update)

- Recognition for Charlie's hard work in organising umpires every weekend.
- This Tuesday, Beth and Jo will be using the training session to practice umpiring a full size mixed game. This will also happen the Tuesday after, with Joost. Luke is attending both sessions to do the practice assessment.

- We also have others who have done the course, and will be starting training after Christmas with Geriant.
- Joost is going to case some of the men who have English qualification and see about transferring them to Welsh qualifications and adding them into the group.

◆ juniors / pitch/session times / grant

- all junior teams are doing really well. Parents are on board and are really helpful at matches and at training.
- Pitch times; Hen has enquired about spare time on the pitch, there is an extra half an hour available on a Tuesday and is going to rearrange training times after Christmas to have more space for juniors.
- There will also be a junior in house tournament between Christmas and new year.
- Trevor is also assisting Hen with in house umpiring courses for juniors.
- Active Sports Wales Grant; Hannah Hopkinson has approached Hen about getting this. Hen is proposing that we use the grant money to ask for coaching coaches. Hannah is going to do this and Hen has provided her with the list of things needed. Thank you to Hannah for assisting with this.

◆ pitch update / lights / action required

- this was an action from Joe last meeting; we know that they haven't fixed their lights, and as a committee we are agreeing not to pay our bills until the pitch is fixed.

◆ DBS update

- Thank you for Joost for taking on this role and for all the efforts he has made so far.
- A gmail account has been setup by Joost to facilitate the setup of the DBS.
- Joost has found an umbrella service to assist in helping us with the DBS checks and is looking to make quick progress with them.
- In the future, we need to consider putting coaches/relevant persons on a safeguarding course.

◆ any other business

- Hen has taken the key for the junior Christmas party and will hold it until the next committee meeting.
- Next meeting is going to be either 6th or 13th January.