

ITEM	COMMENTS/ACTION	WHO/DATE
Hampshire Judo Committee meeting 21st January 2020 held in Fleming Park between 19.40 and 21.35		
	<p>Present at the meeting: Adrian Dove, Andy Grand, Jaap Nijsen, Paul Vella, Lynn Stringer, Bryan Andrews, Derek Hopkins</p> <p>Guest: Sarah Hopkins</p> <p>Apologies for not attending the meeting: Tim Byrne</p>	
	<p>AGENDA</p> <ol style="list-style-type: none"> 1. Minutes from previous meeting 2. Chairman update 3. Finance update 4. Competition update 5. Hants squad update 6. Grading update 7. Coach update 8. AOB 	
1	<p>The minutes from the previous meeting were read out and agreed.</p> <p>Matters arising</p> <p>AG has been in contact with Places Leisure (Formerly Fleming Park Leisure Centre) regarding the mats. They have no plans to replace the damaged mats this year. Until the mats are replaced, we will carry out ad-hoc repairs on the day of events to enable them to be used. It was noted that it is the responsibility of the referees as events to safety check mats to ensure that they are fit for purpose.</p>	
2	<p>Chair update</p> <p>AD proposed to provide sponsorship to Hampshire Judoka. It was agreed that prior to any discussions with the Judoka concerned that AD would submit to the Committee a proposal to cover overall sponsorship for the next year including expectations between both sides.</p>	AD
3	<p>Finance review</p> <p>It was agreed that budget forecasts would be prepared for the following areas by 5th March 2020. Budgets will then be monitored and budget vs actual analysis to be carried out by JN</p> <p>Competitions/Officials/Referees – AG Gratings – LS Coaching – DH Admin/Website BA Clothing – PV Squads – PV Sponsorship – AD</p>	5 th March AD, DH, AG, PV, BA, LS

	<p>All information to be sent to BA</p> <p>JN noted that in the future we will face an annual shortfall of between £1200/£1400 due to the BJA no longer operating the Area rebate schemes. We need to consider how to raise funds to</p>	
4	<p>Competitions</p> <p>After attending a recent event, AG was able to report that Judo Shiai will facilitate running order of events. DH has a screen that we can use at the Closed to test this</p> <p>It was agreed that live streaming for events would be investigated to help to promote our events. Need to find someone to do this and arrange electronic devices.</p> <p>A code to download photos from the Open will be made available to AD – To be sent to BA by 23rd January. AG/AD noted that we have permission to use all of these photos for Hampshire Judo purposes.</p>	<p>AG/DH</p> <p>AD</p> <p>AD</p>
5	<p>Squad report</p> <p>See the report at the end of the minutes.</p> <p>Still awaiting confirmation from AD that the April session can be held at Osaka.</p> <p>It was agreed by all that the T Shirt order would be processed using the same design as last year.</p> <p>Volunteers/Committee members would be given a T Shirt as well for events with "Hampshire Judo Crew" on it.</p> <p>PV to order all T Shirts through AD</p> <p>There followed a discussion on the current squad setup that we have been successfully using for 4 years. It was agreed that we should continue with this format and also look at running separate sessions for 'elite' level players. It was noted by JN that only 5 people from Hampshire attended the recent BJA REDs squad selections. REDS requirements to be sent to PV by AD</p> <p>Further discussion concerning the 'elite level' squad sessions to take place</p>	<p>AD</p> <p>PV/AD</p> <p>AD</p> <p>PV / AD</p>

	AD is keen to fund Hampshire squad members to attend a European event. There followed a discussion about which events and that the funding should be to encourage incremental attendance at overseas events.	
6	<p>Gradings Invites added onto social media on Facebook</p> <p>2020 gradings to be added to BJA website</p> <p>Hampshire clubs to be emailed as well, along with 2020 events.</p>	<p>BA</p> <p>BA</p>
7	<p>Coach Update</p> <p>Derek to review Shin Gi Tai to run a Kata course in Basingstoke on 30th January</p> <p>AD/DH discussed the need to provide practical information and experience for Matside coaching to compliment the BJA course.</p>	<p>DH</p> <p>AD/DH</p>
8	<p>AOB</p> <p>AG advised that Andy Tremlett would be pleased to run a referees course for us in April/May and needs a minimum of 8 people attending. To be pursued.</p> <p>Website. It was agreed that all committee members would send updates for their sections of the website as previously requested to BA by 31st January to enable to relevant sections of the website to be updated.</p> <p>GDPR was discussed and the level to which Hampshire Judo is compliant with this concerning data that we hold on players, coaches and volunteers. JN and DH noted that we do not have to have any signed agreement or explicit permission from people to hold and use their data. JN/DH to provide the source of this data for AD. Further discussion required at next meeting.</p> <p>Costings were required for a self storage facility near Eastleigh to hold equipment that is currently held by AG, DH and AD. Need a space approx.. 12ft x 12ft.</p> <p>There being no further business the meeting closed at 21.35pm</p>	<p>AG</p> <p>AD, AG, RF, JN, DH, LS/RK, PV/TB</p> <p>JN/DH/AD</p> <p>BA</p>

Treasurers Reports

Subject: Re: Committee Meeting 21st Jan at Fleming Park

Good morning,

In order to save time for discussion about our plans and activities for 2020 and beyond I have the following info with regards to our finances.

Current balance: GBP 16,320.28

Outstanding receivables:

* None

Outstanding payables:

* Hampshire Open Championships 2019 Steve Pople (official) unpaid expense GBP 35 (awaiting bank details)

* Hampshire Squad September 2019 session Hall hire (invoice not received yet)

* Hampshire Squad October 2019 session Hall hire (invoice not received yet)

* Hampshire Squad December 2019 session Hall hire GBP 75 (to be paid 28 January 2020)

* Hampshire Squad January 2020 session Hall hire (invoice not received yet)

* Hampshire Podium display GBP 690 (awaiting bank details)

* Hampshire Committee meeting rooms 2019 (invoices not received yet)

Cash Float:

* Lynn Stringer (Hants Dan Grading events): GBP 40

* Paul Vella (Hants Squad events): GBP 25

Total Funds available: GBP 15,585.28

As per my previous requests I require full original receipts & invoices (where possible) made out to Hampshire Country British Judo Association within 7 calendar days of expenditure being incurred by the Association. In addition I would like to point out that ANY / EVERY financial commitment made on behalf of the Association needs to be approved by myself and the committee before the Association is committed.

I would also like to remind every committee member that we have decided to no longer accept cheques as form of payment to us (due to problems in the past). Money accepted is either via online entry for our events or cash payments on the day. Committee members who accept cash money need to keep a detailed register of income and expenditures and need to safe guard the float of cash they are holding on behalf of the Association. A specified list (not handwritten) of income and expenditures needs to be provided to the office of the treasurer within 7 calendar days of the event and cash should be transferred into the bank account of the Association within 7 calendar days. In order to avoid any issues with payments, I would like to request everyone to make sure that in our communications and advertising where online entry isn't available we explicitly state that we do not accept cheques as means of payment and that exact money would be very much appreciated.

I have the intention to open a savings / fixed deposit bank account in order to generate (no risk) additional income from the funds the Association has available. As such it is important that we plan

our events and upcoming activities for the next 12 months. This will facilitate me in making a decision which type of savings account is best suitable for our purposes. The aim of the Association is to promote Judo and a healthier financial position will aid us in this aim.

If committee members still have outstanding expenditures they haven't submitted to the office of the treasurer, then please hand them in via e-mail (snap & send) to treasurer@hampshirejudo.org.uk and bring the original receipts & invoices to our regular committee meetings for record keeping and audit at the end of the financial year.

If committee members have or aware of any other financial commitments on behalf of the Association then I need to know as well. The Association and the office of the Treasurer need full insight and disclosure in the financial situation and any liabilities incurred in the past/present/future.

During our committee meeting where we welcomed Marion Woodard (Chair of Southern Area British Judo Association) we were informed that the BJA is going to change the system of Grading Levies. She mentioned that these Grading Levies will stop being paid to the Southern Area for redistribution to the Counties. The funds generated via Grading Levies have been a substantial form of income for the Association and will most likely stop. When this exactly is going to take effect and if we Hampshire County British Judo Association are going to receive these funds at all in the future is unknown. During the current financial Year 2019/2020 we have received two Grading Levies totalling GBP 867.50 (being period March-May 2019 GBP 435 and period June-August 432.50). If nothing has changed in this rebate system we will be due shortly for the Grading Levies covering the period September-December 2019. This will be paid if and when BJA head office pays Southern Area and they will pay us. Expected amount is unknown.

As we will no longer be receiving Grading Levies going forward we have even more reason to plan our future activities and take our purpose serious as we will have to deliver value for money for our members i.e. all Hampshire registered Judo Schools / Clubs but most of all our Judoka's. We have to step up our commitment and come up with solid and fresh ideas of what it is the Association wants to achieve. This requires the presence, input and active engagement of all committee members at and during all our meetings and events.

With best Judo regards,
Jaap

Jaap Nijssen
Treasurer
Hampshire County British Judo Association Ph. 07908257934

Hampshire Closed 29th March 2020 – Competition Report

- Venue booked – Places Leisure (Eastleigh)
- First Aid booked – new supplier (poached from Kent)
- Medals ordered
- Officials requested
currently confirmed sufficient referees and tech officials for 2 mats (hoping for 3)
- Support staff requested (4 confirmed plus photographer)
- Tournament licence applied for (and paid)
- Entry form submitted
- Online entry system set up
- FB event created

Budget Planning

Venue - assumption as not been notified of any increase for 2020	£450.00
Medals –	£250.00
First Aid -	£350.00
Tournament Licence -	£24.00
Officials expenses –	£750.00
Online entry fees - £2 per entry (138 last year)	£280.00
Catering –	£250.00
Stationary / Sundries -	£50.00

Questions

- T Shirts ?
- Flyers ?
- Medal Presentations ?

Changes for 2020 based on feedback / review

1. More staggered weigh ins – does mean we need weigh in staff all day
2. Change to layout of hall for weigh in to be behind seating
3. Warm up area to be laid (transported to centre)
4. Event Support team to be in place and on hand to assist event running
5. Welcome table required
6. Photographer will be at venue all day
7. Separate medal rostrum area to be set up
8. Medal presentations to be made ASAP after group finishes
9. Running order and results will be live streamed

Hampshire Area Squad Report

January 20th 2020

Being inclusive & open to all is the main goal for us as squad co-ordinators and how we have run the sessions, ensuring that any player and coach from any club feel they can attend the monthly sessions and more importantly have an input into the session and pass on their knowledge and particular skill set.

This we feel will ultimately lead to a bigger pool of talent hopefully having the confidence to compete at the closed championships and produce a strong squad and team for the inter-counties and beyond.

The County area / squad training session on 1st December 2019 was the last session of what we consider a very successful year with attendances, clubs & coaches attending all increasing in numbers.

The First session of 2020 was well attended with 48 players at Fleming Park.

We have sessions booked for the following dates: -

Feb 16th Fleming Park

March 15th Fleming Park

April 19th Osaka (awaiting confirmation)

June 14th Scorpion

Badges have been ordered from usual suppliers and they have kept the price for the embroidered badges at 2018 price the badges have been produced and Fitwell await payment.

Shirt order is on hold awaiting a decision on the updated design from Jaap, we would need any agreement to be made soonest as the shirts will require ordering, one comment on the shirts is that if personalised with initials this could potentially cause issues with last minute replacements and players not making weight at intercounties (if this is where the shirts are going to be used).

Many thanks

Paul Vella & Tim Byrne

AOB Squads Co-ordinator role considerations:

We would like to confirm with the committee the role of squad's co-ordinators as we believe there may be some confusion over this.

The sessions over the last 4 years have been growing and going well what we need to know is that as squad co-ordinators / team managers are we supported by the county committee to continue on as we have been doing or would they rather see a county coach who takes all sessions is the way they wish to go ?

The aim of the squads since Paul Vella & Tony Brown first started in the position has been to increase participation in the squad sessions rotating around host clubs in the county North South East & West plus a central venue which has been accepted as Fleming park, Tim Byrne has now taken over from Tony and numbers are improving. We believe that the role is to facilitate sessions, venues are booked and guest coaches requested to run the sessions, however if the host club would like to provide the coach then that is the first option employed, this brings variety of coaches and interest from squad members also host club members tend to join us as we move onto the other venues (and may then continue attending the sessions & possibly attending more competitions), this has been seen to be working but maybe the committee wishes things to be done differently.

Please note that we see this as a long-term development for the younger players who attend meeting & training with players from all over the county & recently some players from out of county also attending, please note that some players may not be competitively minded and may not ever progress even winning a county medal.

If we advertise a session, we as co-ordinators consider it to run as advertised, the recent January 5th wake up session was always (as 2018 & 2019) intended to be a post New Year wake up (back to training session).

On 5th January Adrian attended the session claiming there had been no structure to the training and gave us the impression he could right this failing and simply took over with little regard for the plan in place or any other coach who had volunteered their time to the county session

This has been discussed at length between Paul & Tim and believe that this situation requires addressing before the February 16th session.

Please discuss and advise.

Regards

Paul Vella & Tim Byrne