

## WRFC MEETING OF THE BADMINTON COMMITTEE

### Minutes of zoom meeting on Monday 7<sup>th</sup> September 2020 AT 7.30PM

**PRESENT:** Ms. H. Nicolson; Mr. F. Birks; Ms. K. Herrity; Mr. R. Debidin; Mr. R. Wheeler and Mr. Mark Jones (club manager) for items 01/20 to item 03/20.

**APOLOGIES:** Mr. W. Fannin and Mr. K. Manro.

#### **01/20 Report with management:**

- a) Booking system Issues were discussed following complaints from members. MJ noted issues caused by Legend system were being looked into and that a problem with system allowing some members to book private courts ahead of the two-week rule was being resolved.
- b) It was noted by BC that club opening times and staggering of courts (due to covid) were causing issues with session times and limited court availability for private bookings. MJ reported this was under review and that hopefully there would be a change to normal by October, subject to approval by the Board.
- c) MJ confirmed that visitors would be allowed to open sessions again as from the coming weekend (12<sup>th</sup> September) when Saturday Junior sessions and the Sunday B&I session are planned to re-start.
- d) Discussion on grading applications and how to manage these going forwards. It was agreed to consult with Stuart Wardell, who had been managing these prior to the lockdown and inform reception staff to forward all applications to Stuart. **Action:** MJ.
- e) MJ reported on session numbers prebooked for September graded sessions. Numbers low at the moment but hopefully these will grow with additional drop ins. To be reviewed by the committee. Committee requested going forwards to receive monthly session breakdown to detail information on participants, shuttle usage and finance figures; **Action:** MJ.
- f) Risk assessments for sessions completed by Stuart Wardell and available from reception. BC confirmed all session coaches and session reps have been informed.
- g) MJ noted plans for a new club facebook page, to help improve engagement with members.

#### **02/20 Autumn Session Programme:**

The committee discussed in detail the badminton session programme as planned for the autumn, including arrangements made for courts, coaches, session reps, shuttles and fees, as well as potential changes to guidelines and /or club opening times and how these may affect sessions and review of costing. The following sessions are currently running or starting again in the week of meeting:

- a) Adult Graded sessions. Running to summer season format for the month of September to help encourage numbers. All sessions restricted in numbers, allowing max 6 per court in accordance with guidelines. RD has been in consultation with session reps who have agreed to act as covid officers and help manage the sessions. Shuttle usage to be managed carefully to help keep session fees as low as possible. **Action:** RD to consult with session reps on shuttle management.

It was noted that A session numbers had been low to start. **Action:** FB to communicate with A session members on court allocation and encourage numbers.

Plans to return to winter season format from October. To be reviewed with new upcoming guidelines and potential changes to club opening times in the hope that sessions can be extended to 10pm from October.

***NB: October upgrades cancelled due to covid restrictions. Team selections postponed until further notice, pending confirmation on leagues.***

- b) Academy sessions are all back running and busy as almost all the players have returned. New payment procedure introduced with all session fees being paid up front. Easy to manage as pods controlled by coaches.
- c) Thursday morning Intermediate session, starting 10<sup>th</sup> September. Sam Phillips has informed the committee he is no longer available to run the session, and Stuart has agreed to take over. Due to later club opening times the session has been moved to the new time of 11am-1pm.
- d) Saturday Junior sessions all starting again on 12<sup>th</sup> September. Coaches meeting held (see details below). A new 7 week Pre-payment option has been introduced to encourage commitment to the sessions. **Action:** MJ to make sure sanitizer available for cleaning of racquets and communicate with cleaners on system agreed for the collection and recycling of shuttles for these sessions. Also to ensure receptionist advise visitors on facilities (no water or changing rooms) when booking.
- e) Sunday Beginners and Improvers session to start again On the 13<sup>th</sup> September. Arrangements made with coaches Tracy Dineen and Chris Richards.

**NB:** Disability sessions also to restart in next couple of weeks. Lorraine Brydie in communication with MJ on arrangements for this.

**03/20**

**Communication with members:**

-Member communication has been sent about sessions re-starting, including information on pricing and advance booking.

-Booking system issue (noted above) continues to be the main cause of complaints. RW noted many members were also unhappy about club facilities such as changing rooms and bar, being unavailable. Unfortunately the limited facilities are effects of covid and BC cannot confirm when changes will take place, as pending board/management decisions.

-HN noted that a registration form has been sent to all the Academy players/parents to collect relevant personal details and request consent to photography/filming for coaching and advertising purposes.

**04/20**

**Coaching Matters/communication with coaches:**

HN reported on a meeting which took place on 5<sup>th</sup> September with the coaches returning to the Saturday junior sessions. Stuart Wardell had met with the coaches to go through new procedures and discuss ways of managing sessions in accordance with BE covid guidelines. The coaches have all been informed about the role of Covid officers and presented with the risk

assessments for sessions. A new standardised club invoice form was being introduced by management and to be used by all coaches when invoicing for sessions.

**05/20**      **Potential new Committee member:** Member Chris Richards has expressed interest in joining the committee. The committee agreed Chris would be a great addition as already helpful with organisation of Saturday junior sessions and coaches. **Action:** HN to contact Chris Richards and confirm.

**06/20**      **Leagues, Tournaments and Events:**

-It is as yet uncertain whether league matches will be able to go ahead any time this season. HN is in communication with match secretary Joyce Wadey who is receiving regular updates from the SCBA. Joyce will be entering teams provisionally into the leagues and the Committee agreed to enter only one team per event for each grade this season (no 2<sup>nd</sup> teams) due to the uncertain circumstances and limited number of players available.

-Provisional dates for regular club events have been scheduled and passed to club managers to be entered into club diary in the hope that it may be possible to run some of these in the coming season.

-The U19 Gold Tournament scheduled for September had been cancelled but HN noted that the Senior Gold was still scheduled for January 2021.

**07/20**      **AGM 16<sup>th</sup> September:** Preparations for the annual general meeting were discussed. A draft badminton report had been circulated by HN. All current members of the BC have confirmed they would like to continue to serve on the committee. The Board has advised that no election for BC candidates will be able to take place at the AGM on the 16<sup>th</sup> September and so the committee will have to consider an alternative procedure to be agreed with the Board. It was agreed to invite applications and arrange an online election if more candidates than spaces. **Action:** HN to confirm procedure with Board.

**08/20**      **Confidential matters:** None.

**09/20**      **Any other business:** None.

Date of next committee meeting: To be decided depending on developments/changes to BE return to play guidelines.