

## WHC COMMITTEE MINUTES 11<sup>th</sup> August 2025 19.30 Clubhouse

TYPE OF MEETING	Monthly committee meeting
CHAIR	Becca Healey
MINUTE TAKER	Jim Garside
ATTENDEES	Becca Healey, Jim Garside, Hilary Markwick, Louise Broome, Kieran Jones, Sam Williams, Caz Farrell, Emma Steiger
APOLOGIES	Megan Pugh, Sarah Brickhill, Matt Bonner, Sophie Pearson, Danni Heap, Alan Murdoch, David Middleton-Egan, Sue Wright, Sharon Holford, Matt Parris-Jarman, Jamie Shuttleworth, Steve Martin

### MINUTES

MINUTES		
DISCUSSION		
<b>Minutes of last meeting:</b> <ul style="list-style-type: none"><li>Minutes of the last meeting were approved.</li></ul>		
ACTION ITEMS	RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"><li></li></ul>		

### HOCKEY SUB-COMMITTEE

DISCUSSION	
<b>Men's section: (MB by message)</b>	
<ul style="list-style-type: none"><li>• Preseason has started - averaging 15 to 20 players each week</li><li>• Times confirmed with opposition for pre-season friendlies</li><li>• Men's 1s captain confirmed as Sam Dawson</li></ul>	
<b>Ladies section: (ES)</b>	
<ul style="list-style-type: none"><li>• Email sent to ladies section with an update</li><li>• Training has been good with socialising afterwards. Some returning and new players.</li><li>• Entered Cheshire Cup but couldn't get a team – had to withdraw</li><li>• May be short on GKs for the season.</li><li>• Searching for a L1s coach to replace CS – we have a short term/interim solution and one another longer term option.</li><li>• Coaching discussion: BH suggested that the club should consider enabling matchday coaching for teams other than just the M1s and L1s. For example, could we coach L2s on some Saturdays to help them close the gap in leagues between L1s and L2s? Could potentially extend to lower teams too – not all the time, but selectively. Could test this out until Christmas as an experiment. Could also prioritise L1s over M1s if M1s are doing well in their league, or at least share out the capacity we have. BH asked HM to check what options there might be in the budget to achieve this.</li></ul>	
<b>Derby Day vs Stockport Bramhall (30<sup>th</sup> August)</b>	
<ul style="list-style-type: none"><li>• Fixtures are scheduled and confirmed.</li></ul>	
<b>Junior section: (DME – by message)</b>	
<ul style="list-style-type: none"><li>• All current coaches have confirmed they wish to continue coaching next season.</li><li>• Numbers in the U10 group are looking high, so we will ideally need an extra pair of hands for that age group.</li><li>• More volunteer coaches across all age groups would be beneficial to help maintain good ratios and meet England Hockey guidelines.</li></ul>	

- We need to agree on a date for an in-house upskilling session for volunteers who assist with coaching.
- Information will be sent to local primary schools for 1st September and shared via our current juniors' WhatsApp groups, with the aim for parents to pass it on to their school groups.
- **Coaching discussion:** we're assuming Ben will coach from 5-7pm. What other coach(es) do you need to meet the ratios? And how many volunteers? If you can be more specific then we can work out together how to resource the need.
  - [Post meeting input from DME: We will need to be as close to the ratios as possible as this is all linked to safety and reducing risk. England hockey will expect to see high number of volunteers and coaches etc. especially as we move down the ages]
- **Parents discussion:** Qu – we must maximise the Parents as a resource to help. If we haven't already, could we get them all together and ask them about helping with things like: first aid coverage, collecting balls, take the in/out register, support coaching, getting the kit out etc. We want to take the pressure off coaches so that they have less to prepare and can start on time.
  - [Post meeting input from DME: We have a small group of parents willing to help. I or we need to look at roles that they can be responsible for. Then get names and hold a briefing and hockey season with them.]

#### Fixtures:

- SW would like guidance on priorities to use when determining home fixture times. Previous priorities have tended to be: Ladies1s 1230, Mens1s 1430, Juniors 1630
- BH, LB, ES agree to meet after training Tuesday to discuss – hopefully with SW there.

#### Discipline: (CF)

- CF gave a brief, anonymous update on the progress of a current disciplinary case.
- The meeting thanked BH, CF, JG, ES, MB, MP for their work
- CF noted that the club had received a complaint in relation to the discipline process. The complaint is being evaluated and a response is required.
- CF noted that there were various lessons for the club related to the content, clarity and guidance in the Discipline policy and how it has been executed. These will be consolidated and presented to the committee, likely with some proposed clarifications to the policy and other lessons learned

#### Club Open Day plan: (DME by message)

- Club Open Day – Fun for All the Family! 🎉
  - 10:30am – Ladies 2s game
  - 12:00pm – Juniors session – Ladies stay to help, men arrive early to help
  - 1:30pm – Men's 1s game
- All juniors are invited to join warm-ups and be on the sidelines for the senior matches
- 🍔 Food & refreshments – Potyo
- 🏰 Bouncy castle
- 🍦 Ice cream van
- Need: social media/posters to promote the event, and people to help setup on the day.
- **Club Open Day discussion:** Looks good. 1st September sounds too late to advertise to schools an event on 6th September. Can we do sooner? Is the bouncy Castle free to members or do they pay? If pay, then have we asked the supplier to make a donation to the club - even just £50. Ditto the ice cream van though - will they make a small contribution/donation?

ACTION ITEMS	RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>Assess budget available and options for additional coaching on match days</li> </ul>	HM	30 <sup>th</sup> Aug
<ul style="list-style-type: none"> <li>Create/post Club Open Day graphics: for clubhouse, social media and direct to parents and schools</li> </ul>	SP/DME	19 <sup>th</sup> Aug
<ul style="list-style-type: none"> <li>Plan roles for parents, seek volunteers and hold kick-off meeting</li> </ul>	DME	30 <sup>th</sup> Aug

#### DEVELOPMENT SUB-COMMITTEE

DEVELOPMENT SUB COMMITTEE		
DISCUSSION		
<b>Social Events (BH)</b> <ul style="list-style-type: none"><li>BH will create an “Upcoming events” poster for social media and display in the clubhouse</li></ul>		
<b>Development Plan (KJ)</b> <ul style="list-style-type: none"><li>KJ presented a draft “Strategic Development Plan” – to be sent out with these Minutes.</li><li>KJ asked all committee members to review and offer feedback.</li><li>Key points of discussion including discounted membership for new recruits and referral incentives for anyone who recruits a new member. Note: we already offer a new 18-25 discounted rate.</li><li>JG noted that this would be a good discussion with Andy Dale (EH) who is visiting us on 30<sup>th</sup> September. We could share the highlights of our plan and ask for his input in terms of experience from other clubs and any support available from EH.</li></ul>		
ACTION ITEMS	RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"><li>Review “Strategic Development Plan” and provide feedback/input to KJ</li></ul>	All	20 <sup>th</sup> Aug

#### SECRETARY SUB-COMMITTEE

DISCUSSION	
<b>Vevo Camera Policy: (MP/CF)</b> <ul style="list-style-type: none"> <li>MP/CF have drafted a policy. Includes input from JG. CF suggested that the policy is good enough to put into practice, but we will likely need to monitor and refine usage of the camera over the first few months.</li> <li>CF asked the committee to review and provide feedback. Policy to be sent with Minutes.</li> </ul>	
<b>Incorporation update (JG)</b> <ul style="list-style-type: none"> <li>Reminder: priority is to update the WPAL articles to tie WPAL to WHC as needed for CASC compliance. Only then can we incorporate the hockey club as a Company.</li> <li>Regrettably, I hadn’t originally anticipated the need to update WPAL articles and these are considerably more complicated than incorporating the hockey club – partly because of the history and partly VAT considerations.</li> <li>The main issue remains reaching an agreement with Phoenix on the transfer of shares from WPSC to WHC. A CASC must own its subsidiary outright – currently WHC owns 90%.</li> <li>No-one in Phoenix is actively resisting or arguing against, but there is legitimate uncertainty and fear of change. e.g. could there be any tax or financial implications of the share transfer or impact on WPAL VAT status?</li> <li>The only way to allay this (reasonable) fear is to get some professional advice. (It’s likely that WHC would have to pay for this as we are the organisation initiating the change.)</li> <li>Phoenix is already using a legal firm for VAT advice – trying to find out if they could support this request too. We’ll get a quote before proceeding any further.</li> </ul>	

### Teas (JG)

- Potyo have confirmed for August 30<sup>th</sup>, Club Open Day and for the new season
- Meeting on Thursday to plan the details

ACTION ITEMS	RESPONSIBLE	DEADLINE
• Review draft Veo Policy and provide feedback to MP/CF	All	20 <sup>th</sup> Aug
• Check we have sufficient insurance cover for Veo camera	JG	20 <sup>th</sup> Aug

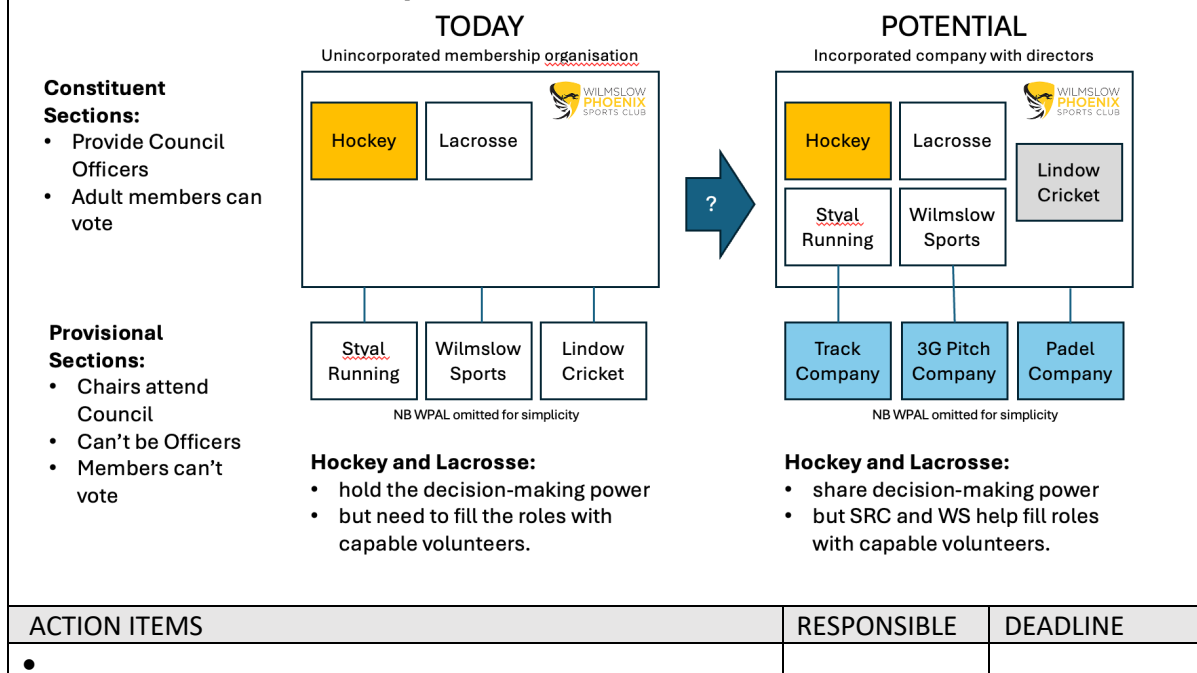
### TREASURER'S SUB-COMMITTEE

DISCUSSION	
<b>Finances: (HM)</b> <ul style="list-style-type: none"> <li>• HM presented YTD financials which show a surplus. The meeting thanked HM for her work to get Xero up to date with the latest financials. This is a good step forwards.</li> <li>• LB has ordered the pitch dividers</li> <li>• Likely will need 2 small goalie kits</li> <li>• Need more balls. LB will buy 120 training balls in a distinctive colour &amp; 3 match balls for each team (caried colours)</li> </ul>	
<b>Membership update: (SB – by message)</b> <ul style="list-style-type: none"> <li>• Reminder email sent to all members on Sunday and will remind people again next week.</li> <li>• So far we have 32 people signed up and paid/paying of which 18 are paying by instalments.</li> <li>• Please remind people at training that membership is due by 1<sup>st</sup> September.</li> </ul>	
ACTION ITEMS	RESPONSIBLE DEADLINE
•	JIM

### ANY OTHER BUSINESS

DISCUSSION	
<b>Phoenix Update:</b> <ul style="list-style-type: none"> <li>• Phoenix Newsletter sent to all members – trying to demonstrate progress, stability and vision.</li> <li>• Stuart C has stepped down due to ill health. Chair role is vacant. DC remains Treasurer, JG remains Secretary.</li> <li>• AGM scheduled for mid-September – invitation will go soon</li> <li>• Resolutions include: Phoenix share transfer, WPAL lease approval, Padel agreement to proceed, Anti-sexual harassment policy.</li> <li>• JG presented a graphic illustrating changes which are on their way in Phoenix over the next year or two. Hockey's influence is likely to be reduced as other sports become full members of Phoenix – but the workload is also shared as a result.</li> </ul>	

# Phoenix development?



Meeting closed at 21.25

<b>NEXT MEETINGS</b> (7.30PM, 2 <sup>ND</sup> MONDAY EACH MONTH)	8 <sup>th</sup> September 2025 13 <sup>th</sup> October 2025 10 <sup>th</sup> November 2025
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## Actions from previous meetings

ACTION ITEMS	RESPONSIBLE	DEADLINE
• Support Holly with the ideal plan for next season	BH	Sept
• Update disciplinary policy regarding red cards	BH	12 <sup>th</sup> May
• Investigate umpire guidance from NW League and implications for our club	SW	31 <sup>st</sup> July
• Create and send a poll to members for Dinner Dance date	BH	30 <sup>th</sup> Aug
• Draft camera policy for the committee to review	MP/CF	31 <sup>st</sup> July
• Check with Holly on junior members in Teamo and moving age groups	SB	31 <sup>st</sup> July
• Ask SK about updating signs over the bar	JG	21 <sup>st</sup> July