



## DECISION AND ACTION LOG

### West of England Billiards & Snooker Foundation Annual Meeting

Date: 4<sup>th</sup> August 2007-08-07

Held at: Mutley Cons, Plymouth

**Objective of Meeting:** Review previous Season & Plan for the future

**Attendance:** Roger Cole, Deborah Branton, Wayne Branton, Michael Day, Steve Brookshaw, Keith Millard, Steve Canniford

Steve Canniford opened and chaired the meeting at the request of WEBSF Champion, Roger Cole.

AMD	#	Action / Message / Decision	Who?	BY When?
M	1.	<b>Apologies:</b> Derek Brooks, Geoff Setter, Brian Ayres, Neil Chiswell, Peter Bradbeer, David Grigg Rob Vanstone, Sue Vanstone	INFO	
A	2.	<b>Review of previous minutes:</b> Minutes agreed as a true and accurate record. Two items of note from the minutes that were not covered by the current agenda:- Referees Workshop – Contact Plymouth Referees Association Produce Bronze Information Pack	INFO  Keith Steve C	December ASAP
M	3.	<b>Review the previous year's activities:</b> Roger Cole gave thanks for the hard work everyone had put into the WEBSF over the past year. He reported the following achievements:-  A full complement of tournaments despite 'competing' with national tournament date changes etc.  An increase in WEBSF membership  He congratulated the winners and paid tribute to Sam Baird for an outstanding season capped with a call up to the England Senior Team for the Home Internationals....through his parents Sam has expressed thanks to the WEBSF for help & support.  Well done to Darren Bond and Kris Vincent also for their England selection to the H.I. under 19 team.  To Matt Williams for being selected to play in the England under 21 team in the World Championships to be held in Goa, India this year.  To the WEBSF team for the highly successful Plymouth International Snooker Channel Island Challenge tournament that people still talk of with	INFO	

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		<p>found memories and gratitude.</p> <p>And for the successful running of the Plymouth City Billiards &amp; Snooker Youth Initiative over the past year, accurately accounting for every penny of the £7000 grant. Providing a safe environment for approx 70 people.</p> <p>Raising the profile of players and the WEBSF around the country.</p>		
A	4. a	<p><b>Vision &amp; outline the plan for the next year:</b>  Roger Cole outlined the following:-</p> <p>To focus on obtaining funding through donations &amp; sponsorship of players and the foundation.</p> <p>To expand the Bronze Waistcoat to more towns in Devon.</p> <p>Recruit more Coaches and helpers.</p> <p>Continue with the development of the Coaching Scheme seeking integration with Schools and Colleges. Remain in contact with the IBSF, EASB &amp; Pontins on this front without compromising the WEBSF's good work &amp; principles.</p> <p>Promote Snooker via the promotion of top Snooker events in the region.</p> <p>Roger ended stating that due to commitments to his son and the need to promote the WEBSF he would be reducing the amount of time he will be available to assist with the running of tournaments this next season.</p>	All	2007/8
M	4. b	<p><b>Review and adopt the Statement of Accounts:</b>  Bryan Ayes was given a vote of thanks for preparing and auditing the accounts to date.</p> <p>A request to ensure all purchases are accompanied with a dated and clearly marked receipt and that all check stubs are also completed. This will greatly assist the preparation of accounts for auditing.</p> <p>Need to review existing bank account type to enable cash exchanges.</p>	<p>INFO</p> <p>All</p> <p>Roger</p>	<p>ASAP</p> <p>ASAP</p>
M	5.	<p><b>Review of WEBSF Officers:</b>  Kaz Braddon to step down, all other Management Team Members to remain</p>	INFO	

<b>AMD</b>	<b>#</b>	<b>Action / Message / Decision</b>	<b>Who?</b>	<b>BY When?</b>
		in post.		
<b>M</b>	<b>6.</b>	<b>Review of Membership Subscription:</b> All agreed to remain as is.	INFO	
	<b>7.</b>	<b>Any Other Business:</b>		
<b>D</b>		<b>Review amendments and proposed changes to WEBSF documents:</b> Policy & Structure Document - Agreed Coaching Document – Agreed Child Protection Policy Document - Agreed	All	
<b>A</b>		<b>Tournament Calendar:</b> Outline for 2007/8 proposed by Roger to be reviewed	Wayne/Keith/Steve B	ASAP
<b>D</b>		<b>Development of Bronze, Silver &amp; Gold Tournaments:</b> All B/S/G Waistcoat tournaments to be round robin (numbers permitting). All events less worst to count for ranking.	All	
<b>A</b>		<b>Sponsorship of tournaments:</b> Need to secure sponsorship, produce mail shot letters	Steve C	ASAP
<b>D</b>		<b>Tournament Fees:</b> Gold to reduce to £20 in an attempt to attract more players	INFO	
<b>A</b>		<b>Coaches:</b> Recruit, train and assess	All	
<b>A</b>		<b>Referees:</b> Contact Plymouth Referees Association – run short awareness courses during coaching schools	Keith	ASAP
<b>A</b>		<b>Funding Initiatives &amp; Company Sponsorship:</b> Covered in previous items	All	

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<b>A</b>		<b>Links to Schools &amp; Colleges:</b> Deborah & Wayne making steady progress with various initiatives. Will make firm contact with Primary Schools when ready. Currently seeking assistance.	Deborah & Wayne	Ongoing
<b>A</b>		<b>Letters of Thanks:</b> GWRSA, Rileys, Victoria SC, Mutley Cons etc.	Steve C	ASAP
<b>D</b>		<b>Children's Workshop Courses:</b> Identified WEBSF Support staff to attend	All	ASAP
<b>A</b>		<b>Portfolios:</b> Need to produce for WEBSF and Individual Players. Send detail to Steve C	ALL	ASAP
<b>M</b>		<b>Trophies:</b> Always glad to receive donations of good quality trophies.	All	
<b>A</b>		Replace Gold Waistcoat Trophy	Roger	ASAP