



DECISION AND ACTION LOG

West of England Billiards & Snooker Foundation Annual Meeting

Date: 17th September 2011

Held at: Rileys, Plymouth

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

Attendance: Roger Cole, Darren Hall, Wayne Branton, Steve Brookshaw, Steve Canniford, Deborah Branton, Chris Coumbe

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

#	Action / Message / Decision	Who?	By When?
1.	Apologies: Derek Brooks & Brian Ayres	INFO	
2.	Review of previous minutes: Minutes agreed as a true and accurate record. Items of note from the minutes that were not covered by the current agenda:- Review membership of other bodies.	INFO All	 Ongoing
3.	Review the previous year's activities: The following was realised during the past season:- A full complement of tournaments. Membership slightly down Congratulations to Darran Lock & Michael Rogers who both achieved England International Status in the 2011 Home Internationals. Agreed that the WEBSF should make a presentation at the next Gold Waistcoat Tournament. The following areas require specific attention over the next season:- Undertake promoting & marketing of the WEBSF 'brand' to increase growth throughout the region. Seek help and advice to attract funding through grants & sponsorship for players and the foundation. Continue with the aspiration to integrate a Coaching Scheme with Schools and Colleges. Promote Snooker & Billiards via the promotion of top events in the region.	INFO	
4.	Review and adopt the Statement of Accounts: The WEBSF balance sheet to date was tabled. However, auditing of the accounts will not take place until October and will be presented at an extraordinary meeting later in the year.	Steve C	October

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5.	Review of WEBSF Officers: Chris Coumbe was proposed and unanimously voted to the position of WEBSF Junior Players Representative. All other Management Team Members to remain in post.	INFO	
6.	Review of Membership Subscription: All agreed Membership fees to remain as is. WEBSF Tournament Directors can use their discretion with regard to carrying over membership during the final tournaments of the season.	INFO	
7.	Other Business:		
a)	Review amendments and proposed changes to WEBSF documents: Policy & Structure Document – Changes agreed Coaching Document – No changes Tournament Structure Documents – Changes agreed Child Protection Policy Document – Review and bring up-to-date if required.	Steve C	During this season
b)	Tournaments: Outline for 2011/12 – Aim for 6 Silver and 6 Gold tournaments, plus 1 Bronze Waistcoat tournament. Endeavour to hold Gold Waistcoat tournaments in Plymouth, Exeter & Torquay. Seek to enter a WEBSF team in the UK League annual tournament to be held at the Southwest Snooker Academy. Also enquire about hosting of WEBSF Tournament results on the UK League website.	Wayne B & Steve C Chris	During this season
c)	Proposal – Life Membership Roger Cole was proposed and accepted for a WEBSF Life Membership. This is in recognition for the significant part he played setting up and developing the WEBSF.	INFO	
d)	Tournament Fees and Trophies: Entrance fees to remain the same - Gold Entrance fee £20, Silver £10, Bronze £5. Approach potential sponsors for tournaments	INFO ALL	ASAP
e)	Coaching: Steve Brookshaw was recommended to take Silver Snooker Coaching Assessment and Gold Billiards Coaching Assessment.	Steve C & Steve B	During the season
f)	Referees: Referees Steve Brookshaw & Chris Coumbe to represent the WEBSF at the EASB Regional Referees Meetings.	Steve B & Chris	

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	Invite local referees to assist with refereeing WEBSF tournament finals.		
g)	<p>Funding Initiatives & Company Sponsorship: Seaton Snooker League and the Plymouth & District Billiards & Snooker League have made donations to the WEBSF again this year.</p> <p>The final figure has not yet been counted but a Stirling effort by all involved in raising funds for Mount Gould Hospital, Plymouth</p> <p>Continue to pursue potential sponsors.</p>	<p>INFO</p> <p>INFO</p> <p>All</p>	<p>ASAP</p>
h)	<p>Links to Schools & Colleges: Continue to investigate potential links</p> <p>Contact the Life Centre to see if we can be involved in their launch. We need to try and put some material together to have an open day to try and increase membership.</p>	<p>ALL</p> <p>Roger</p>	<p>Ongoing</p> <p>ASAP</p>
i)	<p>Letters of Thanks: Rileys, Press etc.</p>	<p>Steve C</p>	<p>ASAP</p>
j)	<p>Children's Workshop Courses: Ensure refresher courses attended</p> <p>Also check CRB Checks are current</p>	<p>Steve C</p>	<p>ASAP</p>