



## DECISION AND ACTION LOG

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

Held on: 6<sup>th</sup> September 2014, 1.00pm

Held at: The Plaza, Plymouth

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

**Attendance:** Steve Canniford (SCa)(Chair), Dale Branton, Deborah Branton (DebBr), Wayne Branton, Steve Brookshaw, Chris Coumbe and Darren Hall.

#	Action / Message / Decision	Who?	By When?
1.	<p><b>Apologies:</b> None received.</p>	INFO	
2.	<p><b>The previous year's minutes:</b> Minutes agreed as a true and accurate record by all present.</p> <p><b>Review of non agenda items from the previous year's minutes:</b> The following actions have been fulfilled since the last meeting:-</p> <ul style="list-style-type: none"> <li>• Self declaration forms were sent to WEBSF officials.</li> <li>• Last year's accounts were published on website.</li> <li>• A role profile for the post of WEBSF Ambassador was approved.</li> <li>• Formal letters to be sent out to the following WEBSF Ambassadors: Dale Branton, Chris Coumbe, Sam Baird &amp; Michael Wasley</li> </ul>	<p>INFO</p> <p>INFO</p> <p>INFO</p> <p>SCa</p>	<p>ASAP</p>
3.	<p><b>Review the previous season's activities and plan for the future:</b> The following was realised during the past season:-</p> <ul style="list-style-type: none"> <li>• A full season of tournaments.</li> <li>• Highest ever annual membership (120). Very good feedback from the members.</li> <li>• Obtained sponsorship for tournaments with possible new sponsors for the new season.</li> </ul> <p><b>Plan for the future:</b> Steve Canniford read out an email received from the SWSA stating that table charges will apply during tournaments from now on. Furthermore the Junior Club on Saturday mornings will take priority over tournaments and tables will only be available from 12 noon onwards.</p> <p>A letter in response to be written. Steve Canniford will contact Sam Baird, Dale Branton, Chris Coumbe and</p>	<p>INFO</p> <p>INFO</p>	

#	Action / Message / Decision	Who?	By When?
	<p>Michael Wasley to formally confirm their roles of Ambassadors.</p> <ul style="list-style-type: none"> <li>• Move WEBSF website to WordPress and will keep the Management Team informed with regards to its progress. Note - It was also agreed not to change the current logo.</li> <li>• WEBSF to make contact with the Paul Hunter Foundation to introduce ourselves and hope to begin plans to work together.</li> </ul>	<p>SCa  SCa DebBr</p>	
4.	<p><b>Review the Statement of Accounts:</b></p> <p>Due to time limitations unfortunately the accounts were not available. Accounts will be produced and audited asap.</p>	<p>SCa</p>	<p>ASAP</p>
5.	<p><b>Review of WEBSF Officers:</b></p> <p>All Management Team members to remain in post.</p>	<p>INFO</p>	
6.	<p><b>Review of Membership Subscriptions:</b></p> <p>No changes.</p>	<p>INFO</p>	
7.	<p><b><u>Other Business:</u></b></p>		
a)	<p><b>Review amendments and proposed changes to WEBSF documents:</b></p> <ul style="list-style-type: none"> <li>i) Policy &amp; Structure Documents – WEBSF Open structure added, and minor grammatical changes.</li> <li>ii) Coaching Documents – No changes.</li> <li>iii) Child Protection Policy Documents – will be updated to cover cyber-bullying.</li> </ul>	<p>INFO INFO SCa</p>	<p>ASAP</p>
b)	<p><b>Tournaments:</b></p> <p>Calendar is very busy this coming season with other events.</p> <p>Proposal carried: Due to the difficulties in obtaining numbers for Silver events there will be one two day event. The venue has yet to be confirmed</p> <p>The intention is to hold the West of England Open Championship on October 4<sup>th</sup> and 5<sup>th</sup> Subject to securing a venue</p> <p>The Gold Waistcoat Tour will comprise of six events dates will be published when venue(s) are confirmed.</p> <p>Bronze event to be held at the end of the season, possibly in June.</p> <p>Silver event entry to be increased to £20</p>	<p>INFO INFO  SCa  INFO</p>	<p>ASAP</p>

#	Action / Message / Decision	Who?	By When?
	Bronze, Gold and WOE Open to remain the same.	INFO	
c)	<b>Coaching Strategy for 2014/15:</b> As there will be more coaching sessions on Saturday mornings due to reduction in number of Silver events, we will look to have ‘coaching mornings’ at other clubs around the region to increase awareness of WEBSF.	All	
d)	<b>Funding Initiatives and Sponsorship:</b> <ul style="list-style-type: none"> <li>• Members were involved in a sponsored walk which took place in aid of the Stroke Association.</li> <li>• Discussions are underway with potential sponsors for the new season.</li> </ul>	INFO	
e)	<b>Educational and Player Development:</b> It was agreed that although this remains an important objective, aims identified in other areas are more achievable with the current resources and therefore will require more attention.	INFO	
8.	<b>Submitted Proposals for consideration:</b> Please refer to 7.b) – Tournaments.	INFO	
	There was a vote of thanks for Steve Canniford for his continued hard work.  The meeting then closed at 3.30 pm.	INFO	