

ENGLISH SKI COUNCIL LTD

(t/a SNOWSPORT ENGLAND)

Minutes of a Board Meeting at 10.00am on Saturday 22 July 2006

Present:	Stewart Smith	-	Chairman
	David Hart	-	Director
	Maureen Wyatt	-	Finance Director
	Nigel Matthews	-	Director
	Barry Spouge	-	Director
	Trish Chalk	-	Chief Executive

537. Minutes

The minutes of the meeting held on 15th June 2006 had been signed by the Chairman as a true and accurate record thereof at the last meeting. Those of the last Board meeting and of the AGM, both held on the 20 May 2006, were confirmed as true and accurate records thereof and would be signed by the Chairman as soon as practical.

Action: SS

538. Matters Arising

a) Sponsorship - minute 516 b)

Stewart confirmed he had prepared a reminder letter to Key Committee Leaders about their achieved sponsorships. This will be sent week beginning 24th July

**Action:
Office**

539. Strategic Matters

a) Snowsport Modernisation

Stewart Smith outlined the difficulties with the current programme, and frustrations with the lack of acknowledgement of feedback, but it is recognised that this is a process involving 9 bodies and not everyone's view can be incorporated. The main feedback on the proposals was the board structure if remaining representative must be streamlined; otherwise the organisation is no different from what we have now. Snowsport England has agreed that Snowboarding should be represented at the highest level because the presently Home Nations do not adequately support the discipline, but this is with the proviso the role is to ensure Snowboarding does become incorporated in the future.

The UK Snowsports name has been the agreed by consultation.

The 1st open meeting had been held in Wales and the dates for the English meetings have been set and published for the 26th and 27th July in Rossendale and Hemel respectively.

Action: TC

It was felt because of the move to a representative structure and the format this had now taken, the proposals are unlikely be accepted in England. Scotland have already stated the proposals will not be accepted unless there is a transition period with the existing companies staying in place. Feedback has also strongly recommended a review of the timescales.

More detail is needed for transitional documents, and currently Snowsport England has refused to provide any further budget information because of concerns how far the information is being distributed.

It is recognised this information is required therefore it was agreed;

Information can only go to CEO's and Chairs of Home Nations and Snowsport GB. Board approve release of necessary information, and Trish is to send information to the board before sending to Jason Cockburn.

b) Child Welfare

DAVE PAGE is now Snowsport England's Child Protection advisor. There will be a CRB inspection on August the 2nd. Following a pre inspection by Dave and Mark Williams Thomas several immediate changes have to be put in place;

**Action
DP/TC**

- Documents can no longer be sent in to head office.
- Number of document checkers to be increased.
- Letters to be sent to clubs, affiliated slopes, tutors and an open letter to all to inform them of the changes.

New members are being sought for the Welfare Group, and all the questions were now finished for the online training, Martin Carr is compiling this information at the moment

Sponsorship for the information card had been offered to Hourmont

Action NM

Following a disciplinary hearing there is a case under appeal at the present time. The board are happy with the process to date.

c) Disciplinary Procedures

The board are now much happier with the changes however the word umpires are to be removed and the word players change to athletes. The policy is then to be sent to Coaching and ASC for comment before the board can approve by email, the anticipated of implementation is September 1st.

Action: TC

d) Forward Plan 2006-2009 and Clubmark

Responses had been received from the Key Committees and an initial draft overview prepared and distributed by Trish. Work was now being undertaken on the underlying detail with some support from an outside organisation. Synergy had been employed to give feedback on the proposal for 1 day

Action: TC

Club mark – Synergy have been awarded the contract following board approval by email. This work has started.

e) Risk Management

No further progress.

Action: TC

540. Finance

a) Management Accounts

The management accounts to May 2006, showed an improved position.

There is a concern with Coaching; The 2006 analysis showed the profit margin is down on course activity. Ian to analyse the past three years and Trish to send to the board.

Action: TC

Maureen raised the point the race income may be lower because of the year of birth and exams. Trish to feed this information back to ASC.

Action: TC

c) Bank mandates and accounts

Maureen has replaced Clive as second signatory, and Andrew has been removed, as signatory on the bank accounts. The mandate has been sent.

**Action: AJ
/ TC**

541. Administration

a) The Piste

PDF. Has been distributed, and the new dates and advertising details have been sent

Action: BS

Crystal has offered a club trip deal, this information has been sent to clubs.

b) New Website

The proposed new website was progressing well and was hoped to go live 28th July 2006.

Action: TC

c) Vacant Board Positions

In order to try and fill the three vacant Board positions an invitation to become a board member would be inserted in the pdf edition of the *Piste*; a 'spoof' advert be placed in the autumn edition; and others be looked for in the meantime.

Action: All

d) Coaching Conference 2006

Final details to go out on Tuesday 25th.

Action: TC

e) Company Secretary

Trish reported meeting the Chairman of Business Link West Midlands, a qualified company secretary, who was prepared to find a volunteer from his contacts who would be interested in the role following Andrew's imminent departure.

Action: TC/SS

Interim measures will be Trish will be named as company secretary and Stewart is to source a minute taker

542. Key Committees

a) ASC

i) Trish is working with ASM reviewing the Head Coach's allocated duties and responsibilities.

ii) The report from ASC on late membership renewals * was considered and it was agreed that there should be a £20 late renewal fee for those doing so after 1 January of each respective year, provided that this was well published in advance. Coaching to discuss, at the next meeting.

iii) ASC wish to increase the fees for club nationals and fees for an event. The host fee will increase from £300 to £325 and entry fee to increase to £16. The board had received several concerns about this proposal, published in the ROTP minutes. The following provisional decisions were taken: £300 not to be increased, entry fees are to be set by the club, but £1.50 per racer must be sent to the office, ASC to set a ceiling limit on the fee. These decisions are pending discussions with ASC about reasons for the fee increase and a request to reconsider for next season

Action: SS / TC

iv) ASC to compile list what clubs receive for the £300 fee. This will be conveyed at the meeting of club secretaries.

Action: TC

v) The boards have also enquired if there is an information pack given to day registrations?

b) Coaching

i) A Coaching Newsletter has been issued

ii) The Committee would be recommended to impose a late membership renewal fee of £20 (see minute 533 a) iv) above).

iii) The office to seek Coaching accommodation for the conference.

Action:Office

c) Freestyle

The Snowboard Club had been approached about setting up regional groups for snowboarders and joining Snowsport England.

Action: TC

Action: TC

d) Nordic

No report

e) Schools & Youth

- i) A Tutor is subject to a long running complaint. There have been difficulties with the investigation process; it is hoped with the winter season approaching this can be resolved very soon.
- ii) ASCL review, nothing has started, Nigel to chase Gillian
- iii) A tutor had written to Nigel Mathews requesting exemption from the SCO tutors update. The board was very concerned by the request and insisted that exemptions are not given. All the tutors had received notification of the dates and the revalidation process to date. The revalidation process is the responsibility of the Key Committee, who had followed correct procedure and practice. Therefore the tutor must follow the same process as everyone else. Nigel Mathews to feedback the decision to the tutor.

Action: NM

543. Snowsport GB

No update on finances

544 Sport England

Snowsport England to have a client manager.

545. Next Meetings

- i) 7th September 2006 by Conference call. At 7 pm
- ii) 14 October 2006,

There being no further business, the meeting ended at 12.02 p.m.