

**Minutes of Committee Meeting held on 21st March 2024
at Cotswold Area Civil Service Sports Association (CACSSA)**

1 Attendance

Present: Ian Harvey (Chair), Andrew Hopcraft (Secretary), Shaun Cullimore (Treasurer), James Doughty (Youth Coordinator), Helen Jefferies (Youth Coordinator), Bob Moxom (Vice Chair), Sally Privett (West Masters representative and Women's Masters Coordinator), Liz Waltham (Welfare Officer).

Apologies: Graham Wayland (Communications Officer), Lisa Lundie (Schools Coordinator), Steve Foster (Men's Masters Coordinator).

Not Present: None.

2 Minutes from the Last Meeting – 25th January 2024

The Minutes from the last Committee Meeting were **unanimously approved**.

3 Matters arising

Actions from the previous committee meetings were reviewed and updated as follows:

Number	Owner	Action	Update
0123/7	Graham	Make introductions to local media	Not yet started
0323/4	Shaun	Concerted effort to release the funds in the National Savings account (£1,151)	Form now submitted.
0323/7	Liz	Could we do more to support and encourage indoor hockey	Underway, but slowly
0623/4	All	James to collate feedback from the committee on the 5 year vision for GHA	Form to be complete by 29 March 2024
1123/2	James	Ask RO coaching if they would be able to support Crypt School with coaching and how much that might cost	Complete
0124/1	All	When we review the grant funding process we need to include how we seed fund schools starting up new hockey capabilities	Complete
0124/2	All	Follow GHA on X (formally Twitter)	Complete

0124/3	All	Proposals for changes to the funding process to be submitted to Andrew by 23 February	Complete
0124/4	Shaun	Create a job description for the Treasurer role	Complete
0124/5	Shaun	Create a job description for the Website role	Not yet complete
0124/6	Graham	Communicate the Treasurer and Website roles for volunteers	Treasurer role only communicated

4 AGM preparation – 22 May 24

To be held online via Zoom. Reports will be needed by the end of April, along with bullet points for the PowerPoint presentation, to go with the notification of meeting. Rehearsal for Ian, Shaun, Andrew, James and Graham on Wednesday 15th May at 7:30.

5 Hockey Fever proposal

Lucie Archer was present for this part of the meeting. She played for Gloucestershire as a junior and had 35 caps for Wales. More recently she has set up Hockey Fever and is passionate about encouraging people to play hockey. Hockey Fever is a limited company and is affiliated to England Hockey. Hockey Fever is offering to run all of the School and Club Competitions on behalf of Gloucestershire Hockey Association, starting in the 2024/25 season and are willing to do this on a trial basis for the first season.

Festivals were discussed first and in detail. GHA currently charge £25 per team and Lucie felt that this cost would not need to change significantly and that she would not expect any additional funds from GHA, with umpires provided by the clubs, perhaps with mentoring junior umpires from those clubs. Lucie was asked to confirm pricing to the committee for further consideration for the whole of next season.

GHA would pay Hockey Fever to deliver the schools activities and inter-club so a price from Hockey Fever is needed to deliver this as a service along with how much they charge the schools or clubs.

State schools initiative to be proposed by Hockey Fever and funded, only once mutually agreed, by GHA.

A formal engagement document would be needed to be engage Hockey Fever if they were to run any activities on behalf of GHA.

The committee **unanimously agreed** with the outline proposal from Hockey Fever and to progress this to a financial proposal by 30 April 2024 so it can be shared with clubs and schools at the AGM.

6 Grant policy review

Draft 6 was unanimously approved for issue at Issue 2.

7 GHA strategy review

Only 2 responses have been received – a response is required for all committee members before we can have a meaningful conversation. In order to get this in by the AGM, please could we have these responses by 29th March 2024.

8 AOB

Treasurer Succession planning

A job description has been created and communicated for volunteers with a potential solution in place.

Website Succession planning

A potential solution is in progress.

Junior hockey co-ordinator

Role to be advertised.

Affiliation / Membership

We have had nothing further from England Hockey so we'll need to use the December 2022 list from Harriet Tebbs.

Communication

Graham proposed to move from X (Twitter) to Instagram. This was **unanimously approved** by the committee.

Coaching support initiative

Since our last meeting, James and Lisa visited Amie Holford at Crypt Grammar School to talk in more detail about how the funds GHA awarded Crypt School could be put to best use. A visit to the indoor sports hall showed that indoor hockey would be the best option for the school to start moving forward with improving their hockey provision and James has spoken further with Amie to progress this. Needless to say, both Amie and the school leadership team were thrilled with the funding they will be receiving from GHA and are looking forward to getting indoor hockey going. Lisa has also received a donation from Cheltenham College to pass on to the Crypt School – a huge goalie bag filled with sticks, balls & cones. This

could then potentially be a venue for indoor state school hockey and could then lead to a need for a GHA indoor co-ordinator in the future.

Full reports

Full reports can be found on the GHA website.

9 Date of future meetings

Month	Date	Location
May – AGM rehearsal	Wednesday 15 th	Google Meet
May - AGM	Wednesday 22 nd	Zoom / Google Meet
June	Wednesday 5 th	CACSSA

All of the above meetings will be held at 19:30.

10 Actions

Number	Owner	Action	Update
0324/1	All	All AGM reports to be with the Chair by 30 April 2024	
0324/2	Andrew	AGM calling notice to go out on 30 April 2024	
0324/3	James	Check whether we can use Google Meet for our AGM and Committee meetings	
0324/4	Ian & Lisa	Move electronic documents on to the GHA Google Drive	
0324/5	James	Check whether permission has been given on ClubBuzz for photos to be used for social media.	

Andrew Hopcraft
GHA Secretary