



Herts & Beds Hockey Umpiring Association

ANNUAL GENERAL MEETING

Friday 6 June 2013 at 8:00pm

Letchworth Hockey Club
Whitethorn Lane, Letchworth Garden City, SG6 2DN

AGENDA

1. Apologies for absence
2. Minutes of previous meeting (see HBHUA website)
3. Matters arising
4. Reports:
 - a. President
 - b. Treasurer
 - c. Membership Secretary
 - d. Appointments Secretary
 - e. Selection and Coaching
 - f. Level 1
5. Umpire Grading
6. Awards:
 - a. Rhoda Gains Award
 - b. President's Award
7. Election of Officers
8. Any Other Business



Herts & Beds Hockey Umpiring Association



Office Bearers 2014 – 2015

Position:

President
Treasurer
Secretary
Appointments Secretary
Head Coach
Assistant Head Coach
Chair of Selectors
Club Liaison Officer
Level 1 Co-ordinator
Herts Representative
Beds Representative
Membership Secretary
Webmaster
ERHUA Representative
Young Umpire Development

Nominee:

Neil Cherrill
Derek Green
Dougie Closs
Graham King
Iain Fletcher
Dave Chatterjee
Neil Cherrill
Andy Larkin
Dan Heydon
VACANT
Dan Heydon
Loraine Cherrill
Rob Youngs
Graham King
VACANT



Herts & Beds Hockey Umpiring Association



ANNUAL GENERAL MEETING

Friday 6 June 2013 - Letchworth Hockey Club
Whitethorn Lane, Letchworth

ATTENDANCE LIST

Name
ANDY LARWIN
Peter Green
Dougie Cross
Wane' Chernil
Jeremy Pearce.
Yaseen Parkar
David Hamid
Paul Chatterjee
Quentin Keeling
GRAHAM KING
IAIN FLETCHER
CHRIS PERRY
ALAN SMITH
ANDY LEONARD
JAMES WALLS
Luke Titmus
Don Long

Club
WEST HERTS.
MBDA
Blueherts
Chiltern
Chestnut.
Vauschall.
Stevenage
St Albans
"
INDEPENDENT
LETCWORTH
WELWYN
"
LETCWORTH
LUTON TOWN HC
"
WEST HERTS/HBITWAY



Herts & Beds Hockey Umpiring Association

Secretary
Dougie Closs
33 Bedford Road
Hitchin
Herts
SG5 2TP

President
Neil Cherrill
9 Swasedale Road
Luton
Beds
LU3 2UB

Minutes of the Annual General Meeting held at Letchworth Hockey Club on Friday 6 June 2014.

1. Apologies for absence

Esther Strous; Ian Smith; Andy Bowskill; Chris Ryan; Colin Harker; John Pierce; Peter Branford; Jonathan Elms; Richard Middleditch; Roger Bushell; Berl Goldbart; Tom Godfrey; Alan Field; Ray Blaxill; Tony Sampson; Tessa Chiswell; Russell Barton; Tom Martin; Ian Jackson; Mike Tomkys; Tim Eyton-Jones; Heinz Wehrmann; David Earl; Bill Felton; Steve Mander; Ann Bridge; Charles Michie; Michele Chapman; Jo Hare; Patricia Murphy; Lorraine Ellis; Amanda Lawrence; Rob Youngs; Jackie O'Sullivan; Peter Halliday; Moira Cholerton; Charlotte Barrett; Bud Carthy; Glenn Seymour-Hall; Colin Campbell; Derek Henley; Sajjad Rashid; Gary Pond; Graham Sparrey; Tony Parker; Dan Heydon; Barry Smith; Julie Rees; Stephen Hamid

2. Minutes of previous AGM

These minutes were available on the website as a download, and a copy was made available at the meeting.

These were passed as a true and correct record, proposed by Andrew Larkin and seconded by Don Ward.

3. Matters arising

There were no matters arising

4. Reports

The reports from the President, Treasurer, Membership Secretary, Appointments Secretary and Chief Coach are attached in .pdf format.

Treasurer, Derek Green, then informed the meeting that the Association had a surplus in the bank of over £27,000. This surplus had accumulated over a number of years, and Derek proposed that the committee should be charged with running down this surplus to a more reasonable level over the next two years for the benefits of members and clubs. Jeremy

Pearce felt that this was too short a timescale, and proposed that the surplus should be run down over a ten year period instead. Quentin Keeling proposed that the timescale should be set at five years, and David Hamid proposed that the surplus should be run down over one year. A vote on each proposal was then held, on a show of hands, resulting in the following:

One year	1
Two years	4
Five years	11
Ten years	1

The committee agreed to use this mandate to reduce the funds to reasonable levels specifically for the members and clubs in the most equitable way possible, for the benefit of umpiring within Hertfordshire and Bedfordshire.

5. Umpire Grading

Iain Fletcher summarised the grading system again. The grading on the system shows the highest level at which HBHUA are happy for the umpire to be umpiring. If any umpire or club feel that an umpire is graded too lowly, then HBHUA will undertake to watch any umpire with a view to changing their grade within the system.

6. Awards

The winners of this year's awards were:

Rhoda Gains Award	Andy Larkin
President's Award	Dougie Closs

7. Election of Officers

The committee had circulated, prior to the meeting, its proposed officer bearers for the following season. Those present agreed to these proposals *nem con*.

It was agreed that a member would be co-opted as Hertfordshire Representative. Simon Holloway had, due to relocation, had to relinquish the position of Young Umpire Development Co-ordinator. There were no nominations from the floor, so the committee agreed to search as a matter of urgency for someone to take on this important position.

8. Any Other Business

Quentin Keeling asked if the clothing supplier could provide long-sleeved polo shirts or under-armour in the same colours as the umpiring polo shirts.

Dougie Closs agreed to look into this.

Alan Smith and Chris Perry then raised the question of feedback from the East Leagues regarding the behaviour/misbehaviour records for our regions. Although this information was not available at the time of the meeting, it was agreed that Richard Munns would be contacted to see whether such a breakdown was possible.

There was no other business and the meeting closed at 9:20pm, with Neil Cherrill thanking everyone who had attended.

President's Address

This has been my eighth year as President and, to say the least, it has been another challenging season.

However, the document that we tabled two years ago (The Way Forward) and the new members that it has brought forward, have allowed us to consolidate our position - and hopefully we can now move forward with much more positivity and proactivity. A lot of our work over the last two years has been focused on the running of the Association in the background, and we can now move forward towards more 'obvious' improvements for our members.

My thanks go to Dougie Closs for his hard work during this year.

Andy Larkin, in his role as Club Liaison Officer, has done some sterling work over the last year, culminating in a presentation at the ULO meeting we had last month. In addition, Dave Eggleton has been a great asset in this area assisting Andy with a great deal of work.

Derek Green has taken over as Treasurer, and has done a great deal of work in getting the accounts ready. His report later will detail what we intend to do going forward.

Don Ward, our Head Coach, unfortunately will be moving away and will have to relinquish his position. We wish him well for the future and thank him for all of his hard work in the last two years with coaching and assessment, which has allowed us to make many steps forward in this area.

Graham King has continued as the Rep to East umpires, and has been a great help with this - keeping us informed of what ERHUA intend to do, and putting forward our views on these areas. I would like also to extend my thanks to the rest of the committee for their continued support - not least our Membership Secretary, Loraine Cherrill, and Rob Youngs for his continued assistance in keeping the website up to date.

The Neutral Pool and Knock Out appointments have operated with the same band of willing and dedicated people, and my sincere thanks once again to Iain Fletcher for his hard work - especially in this difficult season. I would, again, ask all representatives to give consideration to umpires within their clubs who would be willing and able to supplement our small and dedicated band of Pool umpires, and get in contact with us if they feel that these umpires could potentially join the Neutral Pool.

We have also run a number of Level One courses, which sadly still results in too few people finding their way to the practical assessment, and even fewer into our Neutral scheme. You will probably have heard of the restructuring of the Level One Umpire course, and we hope that this will go forward with success. My thanks go again to Dan Heydon for his work in this area.

Officers for the new season - you will see from the committee nominations that the most of the same band of willing volunteers have again agreed to stand for positions and help push the Association forward. However, we are always looking for new blood with new ideas, and if anyone is willing to assist the Association in any way - either in an official or unofficial capacity - I would encourage them to approach any member of the committee to intimate this.

I would like to take this opportunity to remind you that the RESPECT campaign is still in force. If there are any incidents that require our assistance then please feel free to let us know. We will, of course, deal with them on an urgent basis. There has been one significant issue that the committee has had to deal with this year, and it was dealt with in an efficient and quick manner to which all parties involved were grateful. Full details on the RESPECT campaign, including an updated document, can be found on our website.

There is a strong possibility that Bedford Hockey Club will be holding a pre-season tournament this season. This will be a great opportunity for both umpires aspiring to join the Neutral Pool, as well as the current band of Neutral Pool umpires to get some practice for the new season. We will be providing coaching during the tournament, so it will be a great opportunity for club umpires to work towards County Umpire standard with support and assistance from the Association.

We are committed to the development of Young Umpires, and I would like to thank Simon Holloway for his work in starting this important aspect of our Association. Unfortunately, Simon has moved to another County and has had to relinquish this position. However, the Association is committed to developing promising Young Umpires and we hope to appoint someone to carry on this important work as soon as possible – any volunteers will be welcomed with open arms!

Finally, I would like to re-emphasise that the Association is here for the benefit of all umpires and we are always willing to offer support, coaching, assistance and assessment whenever we can. The various summer leagues which are running are still the best opportunity for umpires to be assessed to Level One standard. Please contact either our Head Coach or our Secretary in the first instance, and they will co-ordinate from there.

I wish you all well for the coming season.

Neil Cherrill

Hon President HBHUA

HBHUA Treasurer's Report for year ending 30th April 2014

This is my first report as Treasurer of the HBHUA and an interesting Baptism of Fire it has been. Since the Treasurer's report for 2012/13 was not available until after the 2013 AGM, I feel I need to draw the attention of members to a number of factors relating to the accounts managed by my predecessor. In arriving at an understanding of the finances of the Association it became apparent to me that an administrative error was made in compiling the Balance Sheet for the accounts prepared for the 2011 AGM. Upon reviewing the accounts for 2010 and 2011, it is clear that the 2009 Balances were carried forward to 2011 in error, rather than the 2010 Balances (See attached extracts). Regrettably Mike Brown is no longer with us to explain his subsequent actions but it would appear that in recognition of the fact that the association's cash in the Bank was significantly in excess of that which the 2011 Balance sheet could substantiate (due to the error), in order to Balance the accounts, Mike accrued a relatively large value in creditors. During 2012/2013 expenses of this magnitude were not realised and consequently the effect of the error from 2011 meant that we needed to recognise the majority of that provision was no longer justified. To this end In preparing the 2013 accounts, the error from 2011 was rectified, with the effect that we have reversed the excessive provision and added £3914 to the accumulated surplus (which still left a provision of £1000 to pay unclaimed expenses from past years). In consequence the surplus identified in the 2013 accounts amounted to £7279.

Turning to 2013/14 seasons accounts. A large number of unclaimed expenses for Pool appointments in previous years were identified and paid during the year, which explains the exceptionally high value (just under £6000) in pool expenses. Despite this, thanks to our very effective Membership Secretary, and our clubs who pay the subscriptions for the majority of our 420 members, our profit for the year was £1086 once we have accounted for the provision made last year for unclaimed expenses. Even after settling all the known creditors, our cash in the Bank has remained virtually static at £27,871, which I will return to later.

I want to emphasise that there is absolutely no suggestion that the error made by Mike Brown has had any impact on the actual finances of the association, rather the cash in the Bank remains at the level it should. This correction merely recognises that the association has been more profitable than had previously been recognised in the accounts.

The General account

This is used for the member's funds and to pay officers expenses. 50% of the expenses associated with the web site are allocated to this account which has made a surplus for the year of £1168.

The Level 1 Course account

There is an apparent surplus of £1,668 from running Level one training courses for the year. I have used the word apparent because I am not entirely convinced that all income and expenditure associated with the level 1 programme has been correctly allocated.

Neutral Pool Scheme

This is used to hold the fees charged to clubs who subscribe to the Neutral Pool and to fund the expenses incurred by the Pool umpires. 50% of the expenses associated with the web are allocated

to this account. The Pool expenses that had been unclaimed have been charged to this account which results in a deficit of £1751 for the year.

Conclusion

The Association has settled all creditors and expenses owed for prior years. Therefore the movement on the cash and creditors combined shows a surplus of £1086 for the year.

Season 2014/15 fees

Now turning to the excessive cash balance that the association is carrying, which to remind you stands at £27,871. The majority of the surplus has been accumulated either from profits on members' subscriptions or profit from level 1 courses, which of course have now been taken over by England Hockey.

I feel we need to gradually and in a controlled manner reduce the balance to a level more in line with our needs. In the past we have spoken of introducing a Bursary scheme to sponsor young umpires but no nominations have been received during last year and it is doubtful that such a scheme would have any serious impact on the funds of the Association.

A couple of options have been identified;

A rebate scheme, whereby a one off payment is made to clubs and/or members. The question here is what is the most equitable way to distribute the funds? How much and what criteria is used to establish who qualifies for payment? I fear this approach could become very complicated to administer if we are to ensure an equitable distribution.

My preferred approach is to reduce the membership fees for the coming year and also to reduce the fees charged for the neutral pool. This way all members and clubs benefit directly proportional to their ongoing participation with the association. It is simple to administer and the criteria unambiguous.

I recommend that for the season 2014/2015 we reduce the fees charged for individual membership from £15 per head to £2 per head and the fees charged to clubs who use the Neutral Pool be reduced from £270 per team to £50 per team. This should reduce our cash balance by something over £9000 in the coming year and I would propose to review the policy on fees at the next AGM where we may be able to extend this level of fees for a further year.

I recommend that Mileage expenses paid for the coming season should remain at 26p per mile.

Derek Green

Treasurer HBHUA

Hertfordshire & Bedfordshire Hockey Umpires Association
Balance Sheet
As At 30th April 2014

	2014	2013
Balance for Year		
General Account	23,613	22,446
Level 1 Courses	8,142	6,474
Neutral Pool Account	= 3,885	- 2,135
	<u>27,871</u>	<u>26,785</u>
Represented by		
Cash at Bank		
Current Account	17,364	17,369
BPA Account	10,507	10,505
	<u>27,871</u>	<u>27,874</u>
Debtors	=	-
Creditors	-	1,089
	<u>27,871</u>	<u>26,785</u>

Hertfordshire and Bedfordshire Hockey Umpires Association
Income and Expenditure Account
Year ending 30th April 2014

	2013/2014	2012/2013
Combined P&L		
Income		
Subscriptions	6,042	6,325
Neutral scheme	3,510	3,780
Level1 Income	4,144	2,215
Interest	1	5
Donations	57	39
Kit	80	132
	<u>13,834</u>	<u>12,496</u>
Expenditure		
Insurance	270	320
Officer's Expenses	1,379	100
Kit	1,425	-
Rule Books	2,878	1,250
Pool Expenses Paid	5,964	3,100
Level1 Expenses	1,051	2,210
Website Expenditure	771	1,151
Provision for unpaid expenses	- 1,089	1,000
Reversal of excessive provision	-	3,914
Charity donations	100	-
	<u>12,748</u>	<u>5,217</u>
Surplus	<u>1,086</u>	<u>7,279</u>

Hertfordshire and Bedfordshire Hockey Umpires Association
Detailed Income and Expenditure by Fund
Year ending 30th April 2014

	2013/2014	2012/2013
General account		
Income		
Subscriptions	6,042	6,325
Interest	1	5
Donations	57	39
Kit	80	132
Expenditure		
Insurance	270	320
Officer's Expenses	1,379	100
Kit	-	-
Rule Books	2,878	1,250
Website	385	576
Reversal of excessive provision	-	3,914
Charity donations	100	-
Excess/Deficit	<u>1,168</u>	<u>8,170</u>
Level 1 Courses		
Income		
	4,144	2,215
Expenditure inc kit		
	2,476	2,210
Excess	<u>1,668</u>	<u>5</u>
Neutral Pool Account		
Income		
Club Subs	3,510	3,780
Expenditure		
Expenses Paid	5,964	3,100
Website expenditure	385	576
Provision for unpaid expenses	1,089	1,000
Deficit	<u>- 1,751</u>	<u>- 896</u>



Herts & Beds Hockey Umpiring Association
Membership Report
6th June 2014

Summary

Membership Type	Number
Honorary Vice President	13
Neutral Pool	66
Association Member	351
Level One Non-Member	85

Much work has been done this season to incorporate new members following the implementation of the 'new' Level 1 system, where England Hockey have taken over running Level 1 umpire courses, replacing those which were originally run by the County Hockey Association.

There have been a few teething problems with EH Registration numbers not materialising for those umpires that have attended courses, been assessed and passed. We are still working on chasing missing EH numbers for a long list of candidates. Please bear with us while we work in conjunction with England Hockey and the assessors to move this process along.

Anyone that has attended a Level one course and wishes to become a member of HBHUA should contact membership@hbhua.co.uk with the following details:-

Name
Date of Birth
Postal address
Email address/alternative email address
Telephone/Mobile Number
Club
Date and venue of Level 1 Course attended
Date of Level 1 Assessment
Name of Assessor <i>(this is very important – since they hold all the details associated with the course attended and level 1 achievement)</i>
EH Number <i>(if known)</i>

Please NB: it is imperative to obtain membership so you are covered for insurance purposes, not just within the county but anywhere you may wish to umpire. Membership also offers many other benefits with website access and a copy of the current rule book.

My thanks to Andy Larkin, David Eggleton and Dougie Closs for arranging the presentation last month to explain the changes to the Level 1 Umpire course. If you were unable to attend a copy of the presentation is available on the website www.hbhua.co.uk

Any queries regarding HBHUA membership, please do not hesitate to contact me. membership@hbhua.co.uk

Tel 07746 686252

Loraine Cherrill

Membership Secretary

Herts & Beds Hockey Umpiring Association

Appointments Secretary report – 2013/2014

Another season passes, and the association has just about managed to fulfil its obligations. We, as an association, are beginning to struggle in the Neutral Pool with a lack of suitable senior umpires. This problem will probably only get worse next season.

We are woefully under-staffed in the Pool, and we may have to call upon the resources of the East or possibly Essex to cover some games near their borders. We have struggled again this year with no pre-season tournament at either Bishops Stortford or Letchworth. Unless umpires have been umpiring during the summer league season – I know that a lot do! – then they come into the Pool for the early games of the season 'cold' and it can take a couple of games for them to get up to speed. So, if there are any clubs which are contemplating holding a pre-season tournament, the association would certainly be willing and able to assist with the provision of umpires for it!

Something for us all to ponder is that the Pool is shrinking and, at some point, we will face a dry well. Unfortunately, players are wanting to continue playing and not umpire, and the days of being an 'UMPIRE' seem to have passed. I am not sure where this goes, but it will not be long before we, as an Association, are not able to fulfil our obligations to supply neutral umpires.

On a final note, this will be my last report as Appointments Secretary after some 15 years in the post. I would like to wish my successor all the very best for next season, and let him know that I will be available to help during the early part of the season when he is learning the job.

I hope that everyone has a restful summer.

IAIN FLETCHER
Appointments Secretary

Herts & Beds Hockey Umpiring Association

HEAD COACH REPORT

I carried out 12 coaching appointments, this number was lower than I would have hoped due to also undertaking 18 Level 1 assessments and 2 Level 1 coachings. Many thanks to others who carried out Level 1 assessments, as far as I know we were able to deal with all requests for watchings where these were confirmed and dialogue enabled us to choose from a range of dates for each candidate, this is crucial to allow us to fit in with the availability of the assessors, all of whom also usually umpire on a Saturday.

I am standing down as coach due to having moved house to Swansea, I wish the Association well and especially the new coaching team who I know are keen and committed to improving our support in this area.

DON WARD

HEAD COACH