

**DRAFT MINUTES OF THE MEETING OF  
THE CPSA BOARD OF DIRECTORS**

Held at CPSA, Bisley

On **Wed 07<sup>th</sup> Feb 2024**

**PRESENT:**

DR J Martin	(JM)	E. Midlands Regional Director- Chairman
Mr M Machin	(MM)	W. Midlands Regional Director- Vice Chairman
Mr P Saich	(PS)	Southeast Regional Director
Mr R Faulds MBE	(RF)	Southwest Regional Director
Mr J Leightley	(JL)	North Regional Director
Mrs N Heron	(NH)	National Director
Mr C Smith	(CS)	National Director
Miss L Goodman	(LG)	National Director
Mr D Rollason	(DR)	Independent Director
Mr C Burrows	(CB)	Independent Director
Mr I Parker	(IP)	Chief Executive
Ms C Alger	(CA)	Operations Manager

**APOLOGIES:** None

**QUORUM:** A quorum was declared present.

**CONFLICT OF INTEREST RE AGENDA:** None

**RATIFY MINUTES OF LAST MEETING:**

For the “Clarification of Category Placings” in the Dec 2023 minutes NH asked for the proposal to state “...removing Lady Juniors and Lady Colts” rather than “Lady Juniors and Colts”.

Proposed by PS. Seconded by NH.

## **MATTERS ARISING:**

**BICTSF to change their postal address from CPSA HQ-** CA reported BICTSF have agreed to change their postal address and asked for 2 months to arrange this.

**Inform Helen Drury the Board do not sanction Southdown accepting “Competition Only” entrants to their registered shoots-** CA confirmed Helen Drury had been informed.

## **ACTION LOG:**

### **UPDATE BY CEO**

IP wanted to formally thank Stacy for her work on the 2023 audit and reported the new auditors had been good to work with, very collaborative and went smoothly. Overall it had been a good audit.

**Budget 2024:** IP updated the board on the 2024 budget.

**Membership:** Membership is continually being monitored. A promotion with grounds has been launched, together with a linked sponsorship deal with Promatic. If grounds encourage/refer shooters to sign up for CPSA membership, grounds could win a prize of a Promatic trap or clays at the end of the year. MM asked if there could be a drop down box with codes for each ground, as new members could sign up without acknowledging the ground referral, who would then miss out. IP believed this could be considered as an option. IP reported membership numbers were flat in January compared to last year and, although the championships sold out within 8 mins, shooters of registered shoots are a very small part of the membership. DR said the population of members shooting registered shoots are remaining static and asked if the drop in members was from those who do not shoot registered shoots. IP said, the majority of CPSA members are those who do not shoot registered shoots. MM felt the length of time it takes for a new and renewal of licences also had an effect. IP agreed licencing was among one of the causes of the drop in new membership. New grants could take between 12 to 16 weeks in the top 5 regions and 2 to 3 years in the bottom 5. IP reported the police meetings he had attended were useful with the regions reporting staffing issues of trained FEO's.

**Disciplines:** IP reported the number of grounds running Super Sporting are building.

**Staff:** Recruiting for Paula's position had not begun with a change of the department being considered. CB asked if the new staff member would take on some of the marketing strands such as PULL! going digital, podcasts and social media? IP said this was part of the restructuring being looked into. JL asked if a strategic review of marketing should be put onto the Action Log?

**10.00am Auditors-WR Partners:** The board received a Teams call from Shaun Lorimer-WR Partners Audit manager- who went through the 2023 audit with the board and answered any queries the board had. Shaun Lorimer (SL) reported good confidence in the associations finance with no changes. SL went through the completion timetable with the board and reported that Andy Malpass would be attending the CPSA's AGM in March. SL said the overall feeling of the audit was the finance function is performing well with accurate numbers reported and there were no proposed adjustments. Only one control recommendation was raised and a couple of areas to conclude on. NH queried the wording on page 13 of the Audit

Finding Memorandum and felt there was a word missing. SL confirmed this would be updated. CA confirmed all conflict of interest forms had now been signed. SL asked the board to confirm there had not been any events since 30 Nov 2023 that would impact the financial statement. All agreed and confirmed this was the case.

NH advised SL of the incorrect wording at the bottom of page 13 in the Directors' Report and Financial Statement, which should say "not including directors". NH felt the directors titles should be used on the directors listing on the first page as this would show the diversity of the board. SL confirmed the accounts and memorandum would be updated with the points discussed and the accounts would be signed off in the next couple of weeks.

10.15am SL left the meeting.

**Budget 2024-** IP said at the last board meeting various cost cutting proposals were discussed and he felt this should be revisited on an annual basis. JL asked with membership being the associations prime income, why was there not a strategic point of how to acquire new members? IP said ideas are constantly being reviewed and there was a limited number of people the CPSA can sell their product to i.e. people who shoot. RF felt the CPSA should maximise what the association's insurance offers at the British Shooting Show & The Game Fair. IP confirmed that new banners had been made advertising all game, field, pest control, fishing that is covered by the CPSA insurance. JM asked who exactly is the CPSA's target audience? IP said those who shoot registered shoots need to be a CPSA member but 60% of the association's members never shoot registered shoots. CB said there's a need to make sure the 60% members who are not competition shooters feel the value of the support the CPSA can give them. RF said he would perform a survey at his ground to see how many pay and play shooters had insurance. MM asked why those who do not shoot registered shoots, joined the CPSA? NH felt there are some who are conscientious objectors to game shooting who join for the insurance. IP agreed they join for the insurance and to be part of an association. MM felt this was the target the CPSA should focus on. NH suggested director's forming a small marketing committee to come up with ideas.

JL to organise a Teams meeting for anyone with ideas to join.

**PULL! Magazine:** The future of PULL! was discussed. IP reported his findings after his -IP a similar project which Fellows are already working on for another publication. IP has discussed the evolution of PULL! Internally and at a few Regional and County AGM's. CB and JL to form a subcommittee.

**Lead Ammunition- HSE Consultation:** IP updated the board.

**Legal & Legislation:** IP updated the board after the Thames Valley Police Strategic Stakeholders meeting on 5<sup>th</sup> Feb 2024. .

**Sponsorship Update:** IP updated the board on the association's sponsors. IP awaiting confirmation of the continuing partnership with Le Chateau from the new owners.

**Aimpoint:** Board to discussion after Aimpoint presentation and trial day on 22<sup>nd</sup> March 2024 at NCSC Bisley.

**Referee Development Day 20<sup>th</sup> March 2024- EJC:** IP informed the board the date and format had been confirmed.

**East Yorkshire SG:** IP reported the Trustees were looking for new tenants. It has been reported the ground will re-open but not in the same format.

#### **OPERATIONS MANAGER: CA**

**Payments:** CA explained the change to a new payment system was being looked into. All agreed a great idea.

**Banned Members from local grounds:** CA asked if the rule 1.17 needed amending? JM explained the background of the rule. NH felt the current rule was clear. JL said shooters were under the impression if shooting a selection shoot a ground cannot ban them. NH suggested this could be a rule that could be talked about in a PULL! Article.

All happy with the rule as is.

**Championships:** NH asked if the bookings for each discipline could be split onto different days in the future as many found it difficult to book connecting times. IP said this would cause an issue with staff members working in the evening to monitor the bookings. RF suggested opening bookings for each discipline at 7pm, 8pm and 9pm. JL felt this would make things worse. CA suggested trialling at the British Open and the British Open Sporting.

**GDPR issues with publishing:** CA explained to the board if a shooter takes themselves out of the Shoot Program there is a clause on the publishing area, but there is not a clause for the website showing scores. NH suggested copying the same permission statement stating “ you will not be eligible for the top 20”. IP asked JL to discuss the wording and GDPR compliance with Pete. All happy for JL to discuss and sort out with Pete.

**Premier Plus Ground upgrade:** NH and CB to visit Purdey at Royal Berkshire.

**COMMENTS SECTION ON SOCIAL MEDIA (NH):** NH talked through her paper, with the board, the reason's to turn off the comment section on some posts. NH felt it was best to turn off the comments on certain post to protect the association from the very negative comments. She also felt the association could not be seen to censor members by deleting these comments. CA advised that negative/offensive comments were never deleted but hidden. CA felt it would be a shame to turn off as although there were negative comments there were also some very positive ones too. JL said the posts could still be shared on peoples personal media pages where comments could be made. JM suggested to leave the decision, on which posts to turn comments off, to the discretion of IP and team.

All in favour

**RABBIT TARGETS AT SPORTING EVENTS (IP):** It had been questioned whether it was fair that Major championship could be decided on a good or bad rabbit as there were never rabbits in shoot off's or super finals for this reason. NH suggested that rabbit targets run on rubber mats for championships. CB felt they should be kept as they are a signature target for sporting and if ran on mats they would need to be swept. RF was in favour of getting rid of ground rabbits but would be happy with air born rabbit. NH asked RF if they were to limit the amount of rabbit targets, how many he would suggest having. RF said there's a rule where about 80% of targets should be standard which would leave 20% for

rabbits, midi's, battue etc. IP said this was a great point.  
IP to look at for this year's championships.

### **CORRESPONDANCE:**

**Stephen Cross (SC)- Policy for collecting levies:** JM asked if this was a board decision? CA said she was asked to bring to the board but she had informed SC that this was a private matter. All agreed this was not a matter for the board.

### **AOB**

**JM:** With the AGM approaching JM asked if the directors for any nominees for the Life President. Directors to put nominations forward by end of 14<sup>th</sup> Feb.

**PS:** had feedback from a DTL shoot, of the suggestion of using "ones" and "zeros" instead of "hits" and "misses." Using "zero" was not liked.

**RF:** Over the past 6 months there had been a CPSA member cloning clay mate cards at 7 venues. They have been asked not to attend these grounds. IP said he was aware of this. JM said the CPSA would be unable to do anything legally until it had been proved.

**CB:** Dates to be confirmed for a Uni shoot. NH offered her help on the day.

**CS:** Asked IP to confirm the sporting target percentages. IP said it was 60% standard targets and 40% variation of midi's, rabbits, battue etc.

**DR:** Updated the board on the progress of the electronic scoring project he has been involved with. The next step is to trial in April which will include DR and Pete. JM asked if they were looking for grounds with Wi-Fi at the stands? IP said no, this was the point of the system. JL said he would like to trial at the Bywell DTL for the shoot off's and if it works well it could be used for the Worlds to have live scoring.

**\*\*2.26pm Meeting Closed \*\***

**NEXT MEETING DATE:**

**Saturday 23<sup>rd</sup> Mar 2024 at CPSA HQ, Bisley.**