



HAMPSHIRE VOLLEYBALL ASSOCIATION – MINUTES OF COMMITTEE MEETING HELD ON TUESDAY 22 MAY 2018

Attendees	Ashley Cullen Dave Gunter Bev Cooper Andy Edwards Caroline Hancock Mel Howard Richard Osborne	Chair Coaching Adviser Junior Development/Adult Participation Indoor Volleyball/Website Administration Finance Officer Gosport Jedi Volleyball Club Secretary/Sitting Volleyball
Apologies	Tamara Gibson	Salisbury Volleyball Club

Item 1 - Welcome and Opening Remarks	Action
<p>1. Having welcomed attendees, Ashley introduced the agenda and highlighted the need to consider and agree the Association's constitution ahead of the AGM which takes place on 24 July.</p>	
Item 2 – Review of previous minutes and actions arising	
<p>1. Dave had not produced the flyer that would be used to both promote the HVA and encourage volunteers to get involved and undertook to do so prior to the start of the new season.</p>	Dave
<p>2. In recognition of Andy's exceptional loading, it was agreed to alleviate him of the task to review the 'Current Club Provision' and instead Ashley was to kickstart the work.</p>	Ashley
<p>3. At the last meeting, Bev undertook to ensure clubs were complying with Information Rights legislation. She notified members that she subsequently sent an email to clubs to gauge whether, in particular, they had sought parental consent where images of U18s were taken and expressed the view she was satisfied that clubs were compliant. Her intention is to write more formally to seek a range of information covered by Information Rights legislation, including the newly introduced General Data Protection Regulations (GDPR).</p>	Bev
<p>4. In view of the GDPR, which comes into force on 25 May 2018, there is a need to write to all individuals whose personal data is held by the HVA and to gain their explicit consent to continue to use the information. Richard agreed to write to everyone on the HVA mailing list and invite them to 'opt in' to receive further communications.</p>	Richard
<p>Post Meeting Note: An email was sent on 23 May to all contacts on the HVA mailing list inviting addressees to 'opt in' for future communications.</p>	
<p>5. Actions arising from the discussion concerning the constitution were carried over to agenda item 3 (see below).</p>	
<p>6. The trophies were returned in time for presentation at the conclusion of the Grand Prix season and MVP nominations were also received in advance of the final GP. Similarly, the Association honoured its commitment made at the start of the season that the top two team from the respective men's and women's competitions would progress to SEVA. Ashley did not approach the media to attend the final GP, but the student that had contacted Andy to ask whether he</p>	

<p>could attend the GP to speak to coaches about the effect they have on team performance did attend the final GP. The Association wishes to express its thanks to all coaches who took time to speak with him.</p>	
<p>7. On junior development, Bev confirmed that she is keen to get three dates in the diary to host junior competitions and is making progress at Horndean Technology College as a venue. The target age groups is U13-U15 and once plans have been firmed up invites will go out to clubs.</p>	<p>Bev and Dave</p>
<p>Item 3 – HVA Constitution</p>	
<p>1. Following the last meeting, Richard had circulated a re-worked draft constitution for consideration by members, who were invited to offer amendments and comments. These were forthcoming and distilled into a further draft which was considered in-committee. All changes were accepted but there was one matter that Richard undertook to investigate, namely; what regulations and codes of conduct exist within Volleyball England and whether the HVA wished to adopt them.</p>	<p>Richard</p>
<p>Item 4 – HVA Grand Prix – Reflection and Moving Forward</p>	
<p>1. The committee agreed that the 2017/18 Grand Prix season had once again been hugely successful in offering a good level of competition for both men and women. Lessons have been learnt which will be taken forward to next season including, for example, the need to avoid as far as reasonably practicable any clashes with NVL Division 3 fixtures.</p>	
<p>2. This led to a discussion about the logistics for the new season and Andy asked how early the committee would wish to publish dates. Bev indicated that Volleyball England has published its calendar for the 2018/19 season and suggested it would be sensible to notify clubs of Grand Prix dates before they started to organise NVL fixtures. Andy mentioned that the VE cup and shield competitions had generated clashes with the GP, particularly where teams progressed in competitions and had to play matches that they could not have anticipated at the start of the season.</p>	
<p>3. Andy recommended that 12 dates be identified for the next GP season, with 5 allocated to the men's competition, 5 to the women's and 2 for a mixed event. In terms of invitations to clubs, Andy stated there are more than enough teams expected for both men's and women's competitions and thought would need to be given to the standard of teams as this went to the heart of the competition's raison d'être, i.e., to provide a stepping stone between local league and national league.</p>	
<p>4. A general discussion ensued about the format for any future competition and it was agreed that as such it would be most sensible to wait to see how many teams enter next season and take a view on the most appropriate format thereafter. Bev took an action to propose dates for the new season and pass them to Andy who will check them against the VE calendar and other dates of known competitions.</p>	<p>Bev and Andy</p>
<p>5. Bev enquired whether any progress had been made in securing referee stands for the forthcoming season and Ashley replied that the issue was over the ability to store the large items of equipment. Dave added that he considered the store rooms at Bay House posed a significant risk to safety, particularly the shelf on which heavy posts are placed. Dave asked whether the HVA could purchase two new nets as the current ones are not ideal in his view and Ashley responded that he would like to do that. Bev suggested it would be a good idea to purchase a storage box with a combination lock which could be used to</p>	

<p>securely stow the nets and antennae. Ashley agreed to raise these matters (referee stand, storage boxes and the perceived safety risk) with the school.</p> <p>Item 5 – Development Priorities</p> <p>1. Attendees were invited to provide any updates on development priorities for which they have the lead. Dave advised that he had delivered a Level 1 coaching course at Solent University and that he recalled the HVA had spoken about delivering a Level 1 course, for which he had contacted Wildern School to enquire whether it was willing to host but never received a reply.</p> <p>2. Dave asked whether the HVA should organise a referee’s course before the start of the season, reminding everyone that at a previous meeting the committee had agreed that each club must have a qualified referee as a condition for entry into the 2018/19 season. Thought turned to how the Association would verify that clubs have sufficiently experienced referees and whether a system of checking would be required. As a first measure it was agreed to include a question on the entry form that would seek to establish whether a club has a qualified referee who will be attending each GP.</p> <p>3. Richard encouraged everyone to update him whenever they had something to report on a priority for which they had lead responsibility and he would update the website accordingly so that clubs may remain up to date with progress.</p>	<p>Ashley</p>
<p>Item 6 – Total Volleyball</p> <p>1. Ashley described a new initiative called ‘Total Volleyball’ that had been launched by Clayton Lucas, James Kemp and Kirk Pitman and which, amongst other things, sought to provide volleyball courses across the UK. An approach had been made to the HVA for representatives from Total Volleyball to deliver a short presentation of approximately 20 minutes at the AGM. The committee agreed that the initiative may be of interest to attendees at the AGM and was content to invite the representatives along. Ashley agreed to notify them accordingly.</p>	<p>Ashley</p>
<p>Item 7 – Agenda for the AGM on 24 Jul 18</p> <p>1. The consensus was that the agenda for the AGM would include: a Chair’s report; Finance report; a presentation from Total Volleyball; the Constitution; Election of Officers and Any other business.</p>	
<p>Item 8 – Any other business</p> <p>1. Bev reminded attendees that she had recommended Caroline for the Finance Officer role to the HVA because of her dealings with her as part of the Havant Borough Sports Association. In her role with the latter, Caroline produces a spread sheet that shows all income and expenses and is a very useful visual aid and Bev asked whether the committee would benefit from something similar, which was roundly endorsed by all. Caroline agreed to provide a spread sheet for future meetings.</p> <p>2. Caroline expressed her concern that she had received invoices from Bay House for bills that she has already settled and Ashley undertook to raise this with the school alongside the matters identified at Item 4, paragraph 5 above.</p> <p>3. Dave and Ashley have both volunteered to join the Volleyball England Working Group that has been formed to gather views and ideas regarding the future structure and format of the National Finals. Dave has been asked to</p>	<p>Caroline</p> <p>Ashley</p>

canvass options associated with junior finals while Ashley's focus is on the volunteer workforce. The work is bound by an exceptionally tight timescale (29 May) but an email has been promulgated by Dave to various stakeholders to seek their views on such matters as: the type of venue for future finals (as there is no longer a commitment to Kettering); how to drive up attendance by spectators; whether links to other volleyball activities should be pursued etc.

Item 9 – Date and time of next meeting

1. The next meeting is the Annual General Meeting which is scheduled to take place on Tuesday 24 July 2018 at the Tesco Community Room, Fareham from 1830-2030. Richard to send out an invitation to clubs by 10 July.