



HVA COMMITTEE MEETING – RECORD OF DECISIONS

Maintained by: Clarisa Hammond (2020- ongoing), Richard Osborne (Secretary) 2018-2020

Date of First Entry: 07/11/18

Extant Decisions

| Serial Number | Entry Date | Short description of decision | Lead for Action | Date to be completed | Additional Comments |
|---------------|------------|--|-----------------|----------------------|--|
| 027 | 17/6/21 | Write a job description for Beach Volleyball and for circulation when agreed by committee | AC/CC | | On hold as junior development is currently a priority. |
| 044 | 28/7/22 | Improvement in HVA communication | All | | 31.7.23 - Invite Jo Ankers back in 6-12 months time to revisit role – on hold |
| 046 | 27/9/22 | To find new Chairperson for HVA - AC to decide on appropriate approach to find next Chairperson | AC | | 31.7.23 and 14.12.23– To revisit with AC |
| 051 | 31/7/23 | Advertisement of HVA committee posts – method to be decided | All | | 14.12.23 – after Chairperson is found |
| 052 | 31/7/23 | Evaluation of status of junior volleyball in all Hampshire clubs, and provide support to maintain upkeep | AM | | 14.12.23 – to update in the next meeting |
| 053 | 31/7/23 | Determine list of Hampshire schools (secondary schools and above) that provide volleyball as part of their sporting activities | AM | | 14.12.23 – AM to update in detail in the next meeting |
| 054 | 31/7/23 | To enable authorization for AE to access HVA accounts - Specific documents to sign | CH/AC | | CH to source for authorization |
| 055 | 31/7/23 | To determine interest in SV in Hampshire clubs, evaluate potential to set up satellite section in Hampshire clubs, and to consider organization of SV tournaments in Hants (apart from SVGP) | MS | | 14.12.23 - awaited |
| 056 | 31/7/23 | Each committee member to come up with 2-3 priorities for the coming 2 seasons | All | | |
| 057 | 31/7/23 | Standardisation of details on social media (HVA website/Facebook/Instagram) and notification of posts needs to be distributed at the same time | CCH/AE | | 14.12.23 – AE to find out individual from SVC, and BC suggested Holly from South Hants |



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| 058 | 31/7/23 | Ensure that contact details of Hampshire clubs are available on HVA website | All | | 14.12.23 – Updated and complete. |
| 059 | 31/7/23 | To send AE blurbs of themselves to be placed on HVA website | AM/MS | | 14.12.23 – MS needs to respond send blurb of himself to AE |
| 060 | 14/12/23 | For HVA Committee to send our advertisement for Expression of Interest in all Committee posts | All | | |
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Archived Decisions

| Serial Number | Entry Date | Short description of decision | Lead for Action | Date to be completed | Additional Comments |
|---------------|------------|--|-----------------|----------------------|---|
| 001 | 07/11/18 | Review the 'Current Club Provision' but first contact Volleyball England to assess what information it may share about club provision. | Ashley | 30/01/19 | Complete. The committee agreed that there was no longer a need to review the club provision. Action retired. |
| 002 | 07/11/18 | Invite Jo Ankers at New Forest VC to fill the gapped 'Promotions Officer' committee role. | Ashley | 30/01/19 | Complete. Chair contacted Jo on 24.01.19 who replied that she would be happy to assist. |
| 003 | 07/11/18 | Write to all clubs participating in the HVA Grand Prix to advise that with effect from the 2019/20 season a goodwill deposit will be required in advance of the competition which will be non-refundable in the event a team subsequently withdraws entirely from the competition. | Ashley | 16/10/18 | Complete. Chair wrote to clubs on 25.01.19 explaining the deposit will be £40. |
| | 07/11/18 | Write to all clubs competing in the 2018/19 HVA | | 16/10/18 | Complete. Andy wrote to clubs but |



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| 004 | | Grand Prix to thank them for entering and reminding those who have not yet paid to do so. | Andy | | some still have not paid. Chair to write again by 04.02.19 to hasten. All clubs have now paid. |
| 005 | 07/11/18 | Scope interest in a junior tournament, to take place in Jan/Feb 19 and, subject to demand, plan and deliver accordingly. | Bev/Dave | 28/02/19 | Complete. New Forest VC hosted the festival on 09.03.19 at Noadswood School from 1400-1700. |
| 006 | 07/11/18 | Refresh the Development Priorities for 2019/20, with theme leads developing a maximum of 3 objectives in time for discussion at the next committee meeting. | All | 30/01/19 | Complete. Deadline extended to 15.02.19 for theme leads to finalise their priorities. Thereafter, the plan was published on the website. |
| 007 | 30/01/19 and 24/04/19 | Scope and purchase a lockable cabinet for storage of volleyball equipment at Bay House. | Dave/ Ashley | 31/08/19 | Complete. A storage cupboard has been purchased and is installed at Bay House school. |
| 008 | 30/01/19 | Arrange appropriate representation at the 'Fitness Festival' that is taking place on Southsea Common on 1 Jun 19. | Ashley/ Bev | 01/06/19 | Complete. Chair contacted Luke Newton on 31.01.19 offering support. The HVA was fully represented at the event. |
| 009 | 30/01/19 | Respond to Volleyball England's request to identify volunteers who have been coaching for 25 years or longer. | Ashley | 31/01/19 | Complete. Chair provided feedback to VE on 31.01.19. |
| 010 | 30/01/19 | Respond to a request made by Gosport and Fareham Multi Academy Trusts to take part in a summer community event that will include deliver of volleyball taster sessions and to forward the invitation to Gosport Jedi VC. | Richard | 15/02/19 | Complete. Richard contacted Kailee on 1 Feb 19 offering to deliver sitting volleyball taster sessions and forwarded the email to Gosport Jedi VC on the same date. Nothing further was heard so no participation on this occasion. |
| 011 | 24/04/19 | The HVA GP rules will be redrafted and circulated to the committee with recommendations. | Andy | 17/07/19 | Complete. Andy completed the action on 24.07.19. |
| 012 | 24/04/19 | In response to a request from Tim Nash, the committee will approach him to host a junior volleyball festival for Years 10-13 at Crestwood | Bev | 17/07/19 | Closed. Bev contacted Tim on 25/04 but a response was not forthcoming, and it was found that junior volleyball |



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| | | College. | | | had been suspended indefinitely. |
| 013 | 24/04/19 | A donation of £405.60 will be made to Cams Hill School to contribute to the cost of a wall slider system to be used at future junior festivals. | Bev | 17/07/19 | Complete. Bev confirmed on 28.12.20 that the equipment is in place and has been/will be used at junior festivals. |
| 014 | 24/04/19 | Marketing and Promotions to be a standing agenda item with Jo Ankers as lead. | Richard | Ongoing | Complete. |
| 015 | 17/07/19 | Scope potential to use Bay House School as a satellite club and, if there is an appetite, to identify a coach to deliver sessions there. | Ashley | 25/3/21 | Complete. Ashley in contact with BHS, however, stunted due to other events at BHS, including departure of the Principal. Therefore to restart discussions in summer for season of 21-22. |
| 016 | 18/09/19 | HVA to organise and deliver the volleyball element of the Hampshire School Games in Aldershot in 2020. | Bev/Andy | 18/06/20 | Complete. Regrettably, the School Games were cancelled due to the impact of Covid-19. |
| 017 | 18/09/19 | Following a donation (£681.66) to the HVA by the Portsmouth Volleyball Association, committee are to consider how best to ensure the money generates a legacy for junior development. | All | 17/9/21 | Complete. Consensus is to create a long-term legacy, with a view to using the money to subsidize coaching specific to junior development, with half the cost of coaching course subsidized. |
| 018 | 18/09/19 | There is a need to assess whether the NGB will issue global insurance to cover all HVA competitions. | Ashley | 10/12/19 | Complete. It will be necessary to continue to apply for insurance cover for any events that the HVA hosts, and there is a need to accommodate for junior/indoor/sitting/outdoor tournaments as reasonably as possible at the start of each season. |
| 019 | 11/10/20 | Research whether any volunteer organisations might have someone that is interested in taking up the HVA Secretary role. | Bev | 31/12/20 | Complete. In the event it was unnecessary to take this forward as Clarisa Choh has volunteered to take on the role of Secretary. |
| | 10/12/20 | The 2 nd edition of the HVA Newsletter should place | | 31/03/21 | Completed. Jo has published 2 nd |



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| 020 | | a spotlight on those juniors who have attended England trials. | Jo/Bev | | newsletter on 2.3.21, with positive feedback. |
| 021 | 10/12/20 | To reduce the number of external contacts made via the HVA website, a section to address common questions should be included in the website. | Andy | 31/03/21 | Complete. Answers to Frequently Asked Questions have been added to the 'contact' section of the website. |
| 022 | 10/12/20 | Cognisant of junior training occurring sporadically in the Gosport area, there is a need to assess whether more can be done to cohere activity. | Ryan | 28/7/22 | Complete. |
| 023 | 25/3/21 | Aims for publication of HVA newsletter 3 times/year. The 3rd edition is scheduled for Sept 2021. | Jo | 30/9/21 | Complete. |
| 024 | 25/3/21 | Biography of each committee member and their role | All/Andy | 8/4/21 | Complete. |
| 025 | 25/3/21 | Review and update HVA priorities specific to committee's role | All | 16/9/21 | Complete. |
| 026 | 17/6/21 | Develop a list of people interested in developing coaching qualifications | CC | 30/6/21 | Complete. List emailed to AC on 27.6.21 |
| 028 | 17/6/21 | Write to all clubs regarding Notice of Interest for HVA Grand Prix events | AE | July 21 | Complete. |
| 029 | 17/6/21 | Signposting people from Council enquiries regarding beach volleyball opportunities | AC/BC | 28/7/22 | Bev is enquiring about the quality of the beach courts. Completed on 28/7/22 |
| 030 | 16/9/21 | To run an Assistant Coach Award (Level 1) and level 2 courses, as per availability | CC/RG | 1/2/22 | Completed on 1/2/22 |
| 031 | 16/9/21 | To check HVA insurance with John Worrall | Ashley | 1/2/22 | Completed on 1/2/22 |
| 032 | 16/9/21 | AC to get in contact with Nicholas Robinson, who had recently retired and may be able to help with coaching aspect | Ashley | 27/9/22 | Action retired as no response |
| 033 | 1/2/22 | Decision on rules for coaching on Junior events, and subsequent meeting between AC and RG regarding penalties | RG/AC | 28/7/22 | Complete |
| 034 | 1/2/22 | To speak to Robyn West (South Hants) regarding | Ashley | 27/9/22 | Action retired as no longer relevant in |



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| | | helping out with temperature checks on event days, if considered appropriate | | | current period of time |
| 035 | 1/2/22 | Communications regarding the skills challenge for SV month to be sent in March 2022, and for CCH to distribute to HVA mailing list | RO/CCH | April 22 | Completed 28/7/22 |
| 036 | 1/2/22 | CCH to email AC and CH separately, table of results and email addresses of successful candidates who has completed Level 1 course | CCH | 15/2/22 | Completed 15/2/22 |
| 037 | 1/2/22 | CCH to email HVA membership seeking for expressions of interest for Communications Officer role | CCH | 8/2/22 | Completed. |
| 038 | 28/7/22 | Blind Veterans UK has requested for coach volunteers to coach the SV team from Ukraine- > RO to suggest | RO | 27/9/22 | Completed on 28/8/22 |
| 039 | 28/7/22 | Junior GP rules and results to be published on HVA website | RG/AE | 31/7/23 | Complete. |
| 040 | 28/7/22 | HVA handbook to be updated for next season, and upcoming HVA tournament dates to be sent out | AE | 27/9/22 | Completed on 28/8/22 |
| 041 | 28/7/22 | Addition of a line at the end of the HVA emailing list, to unsubscribe to emails if no longer wanted | AE/CCH | 27/9/22 | Completed on 14/8/22 |
| 042 | 28/7/22 | Provision of iPad during HVA events to update participants' email details, to facilitate updating of mailing list | AE | 31/7/23 | Action retired as no longer needed. |
| 043 | 28/7/22 | Consideration of amount and limit of subsidies for level 2 coaching courses | All | 24/1/23 | Completed on 24/1/23. Subsidy for Level 2 coaching course ratified to be £100 |
| 045 | 28/7/22 | VE insurance liability for HVA events at different sites | AC | 24/1/23 | Completed Feb23. |
| 047 | 27/9/22 | Clarification about the new website development for the SV Grand Prix and its details | RO | 24/1/23 | Closed. Group of SV clubs to decide on a national level, which does not impact on SV results on HVA |



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| 048 | 27/9/22 | Clarification of subsidy for junior trials attendance | CH | 24/1/23 | Complete. There is a pot of money for junior coaching subsidy for coaching and legacy funding |
| 049 | 27/9/22 | Update of HVA mailing list using iPad in subsequent HVA GP matches | AE | 31/7/23 | Duplicate of 042 - retired |
| 050 | 24/1/23 | Allocation of teams/ reps (from each club) to help set up and put away equipment in future GP events | AE/RG | 31/7/23 | Complete |