



Committee Meeting Minutes

Location: Zoom

Date: Tuesday 1st September

Attendees: Committee

Time: 7pm

Minutes

- Present: Clare Johnson, Lou Hastie, Sandra Parnell, Jo Cox, Sam Ward, Lou Neilson
- Apologies: Jo Rousseau, Sarah Lovell, Helena Belcher
- Actions from previous meeting covered, majority completed – Jo R to be added to WhatsApp group; website to go live to follow-up on
- Covid-19 update
 - Risk assessments completed for Honiton and St. John's
 - Risk mitigation plans in place
 - Covid-19 training cleaning kits bought and provided to coaches
 - Opt-in forms sent out for all players to read requirements and agree to
- Venues
 - Honiton booked whilst Honiton Ladies League is not starting
 - St. John's outdoor courts booked for Saturday mornings – sports hall booking held for Tuesdays and Thursday until we can go back indoors
 - St' John's have provided a risk assessment which is limited, but our risk assessment covers all requirements. Waiting on more ventilation information as system being serviced.
- Coaches
 - Becci confirmed Thursdays are ok for her once we start back indoors
 - Any 16+ players interested in taking Level 1 course to be supported when available – Maddy J has expressed an interest
 - Monday evening help – Caroline Biggs
 - Saturday morning help – Sarah L, Rachel, Anthony
 - Imogen Aires has offered to support – checking U16 help situation re: covid
 - Everyone needs their own whistle!
 - Posts on FB for help
- Membership
 - All players need to be affiliated before being accepted at training
 - Player registers to be updated
 - New members to be sent paperwork for completion
- Fees
 - Agreed at £80, with additional charges possible if match play starts again
- Website
 - Go live for landing page so anyone searching for a club in the area can find us
 - LH to send photo!
 - Provide information on latest status as it changes
- Dresses

- Chase for dresses return from those no longer intending to play
- CJ has provided details to SL
- Send out kit form for hoodies and check how many T-shirts in stock
- Newsletter has requested players to bring dresses back to training

Actions

- CJ to discuss website go live with HB
- CJ to provide SL with dresses and lists. LH to provide details of who is not returning to chase up return
- How many T-shirts in stock and what sizes
- SL to contact kit supplier to check on price lists before sending out form for completion
- Newsletter to be sent out - LN
- Code of Conduct to be sent out once agreed by all – LN
- New members to be sent registration forms – JC
- DBS completion for new committee members - CJ

Next meeting date to be agreed via WhatsApp – propose towards end of September to assess progress and any issues with new guidelines etc.