

# THE GRAND NATIONAL ARCHERY SOCIETY

## MINUTES OF THE OPERATIONS COMMITTEE MEETING

Held on Saturday 19<sup>th</sup> May 2001  
At Lilleshall National Sports Centre

### PRESENT:

Mr Mike Shepherd	Director of Operations
Mr Derrick Lovell	Chairman of Field Sub Committee
Mr Peter Morris	Chairman of Judges Sub Committee
Mrs Pam Tonkin	Chairman of Target Sub Committee
Mrs Ann Webb	Chairman of Disabled Archery Sub Committee

### ALSO IN ATTENDANCE:

Mr Alf Davies	President
Mr Dave Sherratt	Chief Executive
Mr Barry Eley	Performance Director
Mrs Ann Shepherd	Minute Taker

1. **APOLOGIES FOR ABSENCE:** Mark Davis, Pete Pendrey, Dennis Whiteman.
2. **MINUTES OF THE PREVIOUS MEETING, ACCURACY.**  
The minutes were signed as a true record by the Director of Operations, Mike Shepherd.
3. **MATTERS ARISING.**
  - a. (ref 3e) Derrick Lovell is still waiting to hear from Junior Team Manager, Tom Williamson, as to who will be the winner of the Laurie Gibson Trophy. Mike Shepherd will now chase this up.
  - b. (ref 3h) The Office is having a problem with the SAGE accounting system. This involves reconciling the bank balance with what has been entered into the accounts in the system. The staff are continuing to work on this and are relying on the auditors for assistance.
  - c. (ref 8a) It was reported that a shoot has been cancelled, allegedly due, again, to the situation of Metrics being shot alongside a FITA and the same judge is reportedly involved. Pam Tonkin will contact the Secretary of the Region involved to ascertain the facts.

**Pam Tonkin to action.**
  - d. (ref 8a) David Sherratt has still to contact FITA to clarify the situation with regard to time allowed for practice at FITA tournaments.

**David Sherratt to action.**
  - e. (ref 8d) Ann Webb has produced the following to be added to the Terms of Reference for the Disabled Archery Sub Committee regarding the BPA Co-ordinator:  
(19.05.01)

“The British Paralympic Association (BPA) Archery Co-ordinator should have an automatic place on the sub-committee.

The BPA Co-ordinator is an elected position with a four year term so that it runs from just after one Paralympics to just after the next one.

Nominations are invited from the archery sections of British Amputees and Les Autres Sports Association (BALASA) and British Wheelchair Sports Foundation (BWSF). These two associations are the national governing bodies for the disability groups who currently take part in the Paralympics. A ballot is then held, which can be postal, amongst the archers in these two associations. Able-bodied associate members are not eligible to vote.”

- f. (ref 8e) It was reported that Pete Pendrey had intended to send an amendment to this item in the minutes but had then been unable to do so. It was noted that this was the case and the amendment will be made when possible.

- g. (ref 8g) Paralympic medal winner, Kathy Smith, has now asked if she can enter the UK Masters, although she has achieved her MB she has not claimed it. Pam Tonkin felt that in this particular case, where an archer has shot for their country, it seems ridiculous that they are barred from the Masters. She said there were several others in this situation and they had been given until the end of February to claim. Some had taken advantage of this but not all. Pam has checked the current GNAS Rulebook and found that this particular item is not covered. She has discovered that an older version had given the Target Committee the right to invite whoever they chose and that this section had been omitted in error in the last re-write of the Rules.

It was agreed that invitations for this year’s Masters will be extended to the Paralympic medal winners and that the section relevant to special invitations will be replaced in the Rules at the next revision.

Further discussion took place on the subject of foreign Nationals taking part in the Masters. It was agreed that if a foreign National were placed in the top three they would receive a medal but would not be eligible for trophies.

It has been brought to Pam’s attention that a member of the South African Olympic Archery Team is currently living in England and will be for 3 years and a request has been received that she be allowed to shoot at the Masters this year. This was discussed and the following was agreed:

“Foreign Nationals residing in the UK may request entry to the UK Masters by stating their level of competence (e.g. National team, Olympic team etc) in a written letter to the Target Committee. This will apply only in their first year of residence in the UK. In subsequent years they will need to be a member of the G.N.A.S. and to comply with the Society’s rules regarding eligibility for entry.”

- h. (ref 8i ) Lynne Evans has had no success in reversing FITA’s refusal of Naomi Folkard’s World Record application. The Target Committee has now received a letter from Warwickshire on the same subject. Various complaints were mentioned in it including GNAS not being up to speed with FITA rules and the length of time the shoot took to complete. Pam Tonkin will reply.

**Pam Tonkin to action.**

#### **4. REPORTS FROM SUB-COMMITTEES.**

##### **Director of Operations.**

A meeting of the Board of Directors took place on the previous Saturday where emphasis was put on the Operations Committee looking at things in a reasonable and responsible way and not rushing into things without considering the consequences. The Strategic Development Plan is now to be seen as the blueprint for the Society to follow and a lot of what is included will be down to

the Operations Committee to carry out. The Plan will also govern and control where limited monies and resources will go. Mike Shepherd said he felt that the Operations Committee were fulfilling many aims of the Plan so far and things were proceeding well.

**a. Chairman of Target Sub-Committee: Pam Tonkin.**

- a. The Rules of Shooting Review is continuing and is now up to 18 pages of amendments. For this reason it will not be going into Archery UK. Mention of it has been made in the magazine (Summer edition) and it will be circulated to Club secretaries and will be on the GNAS website. Consultations have been held with the Field Committee and have resulted in amendments to the Field rules under that Committee's guidance. Whereas the rest of the changes are mostly to bring the Rules in line with present practice, the proposed Field amendments are going somewhat deeper. Dave Sherratt is to distribute the entire amendments within the next couple of weeks.
- b. The Target Committee are organising and running the UK Masters on the 9/10<sup>th</sup> June with entries presently standing at 65. The problems of late claim for GMB/MB's was previously discussed.
- c. The Target Committee are also running the GNAM on 27-29<sup>th</sup> June, 66 entries having been received so far.
- d. Target Committee are also running the first Premier event of the year at Lilleshall on 30<sup>th</sup> June, entries currently standing at 68.
- e. Just to finish the complete week at Lilleshall they are running the Senior Outdoor Selection Shoot on 1<sup>st</sup> July. Until all possible criteria scores are in it cannot be determined who will attend or indeed how many places will be available for Beijing.

**b. Junior Sub Committee.**

- a. No written report was sent. Mark Davis had verbally advised Dave Sherratt that no Junior meeting had been held since the previous Ops Meeting. Pam Tonkin mentioned that entries for the National Junior Championships were only coming in slowly. It was reported that the advert for the tournament was missing from the Archery UK Diary. This led on to a general discussion about National Tournaments in the Diary section of Archery UK and the fact that an oversight at the Office had led to not all of them being included.

**David Sherratt to action for future editions of Archery UK.**

**c. Chairman of Disabled Archery Sub-Committee: Ann Webb.**

- a. The Committee had only held their meeting a week ago hence their late report. Much time at that meeting had been devoted to interviewing candidates for the position of Team Manager and from three applicants David Hilton had been selected. All were of a good standard and Ann Webb will be writing to the two unsuccessful candidates to offer them places on a back up register. A number of queries had been raised by British Blind Sport (BBS) and decisions were taken on what stand to take when a meeting with BBS takes place. The date of this meeting is 15<sup>th</sup> June 2001. Selection criteria and budgets for next year had been discussed as had ways to identify new talent, a subject that will also be discussed with the Performance Director. Ann Shepherd was asked to include the details of Harry Healey, Development Officer for BBS in the Archery UK Directory.

**Ann Shepherd to action.**

**d. Chairman of Judges Sub-Committee: Peter Morris.**

(19.05.01)

- a. No Judges meeting has been held as such, the first will be at the All British Field Champs. There are a couple of problems with Judges that need to be sorted but these are in hand.
- b. Final details for the Judges Conference are being made and forms are almost ready to go out. The Conference date is Sunday 14<sup>th</sup> October and will be just a one-day event. The agenda is not yet finalised but several items are being considered. These will include: the new Judges Handbook, litigation, GNAS & FITA Rules, archers with “dodgy gear”, bow weighing, procedures for Olympic rounds and a new programme to fast track judging qualifications. Peter reported that the turnover in Judges numbers was quite high and for every one qualified it was common to lose one or even two others. We are not keeping up the numbers at present and the Judges we have now are working longer and longer hours.

It was mentioned that additional professional indemnity was now included in the GNAS insurance and this will also be discussed at the Conference. Derrick Lovell also mentioned that the National Coaching Foundation (NCF) insurance scheme used to cover Judges as well as Coaches for either an individual or group fee. It was felt that people were now becoming afraid to take up Judging for fear of being sued for something and if good insurance cover was found it would help this situation. Mike Shepherd agreed to contact the NCF for details and asked whether putting an article in Archery UK based on the content of the Judge Training Handbook would be useful. This was agreed.

**Mike Shepherd to action.**

The Judges Committee will be doing assessments on the Saturday, the day before the Conference. This will involve seven Judges, four Target and three Field.

- c. New Judges Handbook. Peter reported that he was hoping to come to the Judges Conference with this document ready to go to press. That way it could be tied in with the production of the new GNAS Handbook and possibly save money on printing costs.
- d. There have been general problems with correspondence with Judges Liaison Officers and these are being addressed.
- e. The Judges list requires updating as personnel are being lost or moving to other areas of the country and this again is being addressed.

**e. Chairman of Field Sub-Committee: Derrick Lovell.**

- a. Due to the foot and mouth epidemic the Field calendar for the year so far has been decimated. The only club given permission by the authorities to hold shoots was Pentref Bowmen and thanks should be given to them for hosting shoots at short notice. Permission was only received last Wednesday to run the All British Championships in Northern Ireland and although entries have been slow because of the uncertainty they are now in the region of 90. Woodstock has now been allowed to re-open its ground and therefore their tournament will be the last selection shoot. Field Team Manager, Tony Lewis, has informed the organisers of the European Field Championships that the names of our team members will be with them within two days of the last selection shoot and they have agreed to this.
- b. Tony Lewis has stated that he does not wish to carry on in the role of Team Manager after this year. The current management, Ray Howells and Helen Kelly have been asked if they will continue and have agreed. They and the members of the Field Committee will consider names for a replacement and will inform the Operations Committee of their decision.
- c. The Field Committee used one of the cancelled shoot dates to hold a meeting where two major items were discussed. The first was the re-write of the Field Rules. Derrick asked at this point if the Committee’s appreciation could be minuted for all the hard work Bob Tonkin has put into this

re-write on their behalf. Dave Squires has liaised with Bob over the changes made and this has made the process a lot easier.

The second item was the Field Selection Criteria. This has obviously had to be changed and was done in consultation with the archers, information had then been posted on the website and sent out by e-mail.

- d. Derrick reported that he will now be judging at the World Games in Japan due to the fact that four other judges had dropped out of the tournament.

## **5. BUDGETS 2001/2002 & INDICATIVE 2002/2003.**

- a. Budgets were received from the Coaching, Field (although not including International costs) Target and Judging Sub-Committees. The Performance Director also submitted a budget and the meeting was informed that the Junior Sub-Committee will be submitting a budget for the same amount as last year.

It was decided not to debate the figures submitted unless anyone wished to spell out anything in particular in their budgets, as they would be going to the Director of Finance in the coming week. Barry Eley and Derrick Lovell both had slight queries about the Coaching budget where it affected them but Barry said he would speak to Peter Pendrey about these.

- b. Pam Tonkin mentioned the size of the budget for the National Tournaments to which Mike Shepherd posed the question “do we really need them all especially as most make a loss?” Streamlining these tournaments by cancelling or amalgamating some of them has been talked about in general terms for a number of years. It was agreed that once the Target Committee have finished the new Rulebook they could look at this issue. At this point the cost of medals was mentioned including the fact that those for the UK Masters now cost £38 each.

## **6. STRATEGIC DEVELOPMENT PLAN.**

- a. Eric Jackson from East Midlands has agreed to take on the role of Director of Marketing & Development. Eric is a judge and a coach and has already done a development plan for East Midlands as their development officer.
- b. Mike Shepherd said that, in his opinion, the Sub-Committees seem to be progressing in line with the Plan especially Target and Coaching. David Sherratt said that this was vital as it was the members of the Operations Committee who were going to deliver the Plan in the end. Policies are a very important part of the Plan as is the Club Support Programme. The Plan should drive everyone forward, it should not be something that some feel no part of.
- c. Barry Eley was asked how he sees provision for our top archers which led to Barry talking about liaison with the National Coaching Federation (NCF name has now changed to ???). He has been asked to identify four people and will apply for them to go on courses that we will be funded for. These people do not necessarily have to already have coaching qualifications but must already be working with a world-class performer. These courses will give access to a great deal of information not generally available. Barry said it may be reasonable to put forward names to cover all disciplines but this is yet to be decided.

We are also being asked what we are putting in place to help our top archers in the way of coaching provision and Barry has asked Pete Pendrey for details from his Committee before 1<sup>st</sup> September.

Derrick Lovell said that he was in no doubt that the Plan was the correct way to go but sometimes wondered if we have the expertise to carry out some of the things in it, particularly in the sphere of Coaching. Mike Shepherd agreed with this but added that Barry Eley in his role as Performance Director had addressed the problems well with a view to planning to employ professionals in certain roles. He said this was an idea that was long overdue.

- d. Mike Shepherd did express some concern about finding office space for any new personnel that we eventually employ but it was pointed out that in the case of someone like the Performance

Director this could be a job that could be home based. The job entails attending many meetings and liaising with athletes all over the country so it was not considered that Lilleshall needed to be the base for the job, it was considered possible to work from home with a laptop and mobile phone. It had been Mike's idea to suggest that a Lottery bid be considered in order to have our own building on the Lilleshall site as had been suggested some years ago by then Chairman Bob Darling. David Sherratt reported that the idea of building further offices had been suggested by another of the sports bodies at Lilleshall and that it was possible that joint arrangements may be made. This is however very much in the future and not something that is top priority at present.

- e. Pam Tonkin asked what progress had been made towards a new membership system. David Sherratt reported that there had been a meeting recently that proved to be very constructive. He said that personally he would like to see a Direct Debit system in place but the general feeling had been that it was still more practical to go through Clubs, Counties and Regions. It was also mentioned that a different version of the membership card was to be looked into, rather than the paper sticker we have now. Whatever is decided it will not be possible to implement it this year but will be considered for next.
- f. Another Planning Conference will be held this year, 7<sup>th</sup> October is the favoured date but this is yet to be confirmed.

**David Sherratt to action.**

- g. David Sherratt asked that it be formally minuted that the Operations Committee accept the Strategic Plan and that the Sub-Committees will work within it. This was agreed.

## **7. SELECTION 2003/2004. SELF-FUNDING.**

- a. Barry Eley had circulated a draft consultation document regarding selection, which Mike Shepherd congratulated him on. However, there still seems to be some confusion over the definition of the term "self-funded". Barry explained that he may inadvertently have caused this by not being clear himself about dealing with Sport England. At a recent meeting with Sport England it became clear that they are not following the same line as the other home countries sports councils. Their archers are on the World Class Potential Programme and this is the one that Barry is trying to get the English archers on to. Barry has had discussions with Sport England about supporting the Compound and Field archers but they are not currently agreeing to this because they play no part in the Olympics. He has argued that they support other sports that are non Olympic and have only World Championships or World Games participation but so far they have put forward no answers to these arguments. He is currently waiting for further clarification. Barry agreed that this means at present that some classes of English archer are not receiving the same level of support. It was also pointed out that a letter has been received from Trish Lovell on behalf of the Competitors Committee on this subject and Barry will now reply to it to explain the situation.

It was agreed that:

**"Funded" is defined as being paid for by GNAS, UK Sport or any of the Home Countries Sports Councils.**

**"Self-funded" is defined as anything not paid for by the above bodies.**

- b. Barry stated that he is approximately £8-10,000 short of being able to send a full team to the World Target Championships in Beijing. He is spreading the word in case a sponsor can be found but he is stressing that they must sponsor GNAS and not individual archers although it would be acceptable to sponsor just one class of archer. It was agreed that anyone wishing to sponsor the team would be allowed to have their logo on the tracksuit but that this would obviously need to be of regulation size. We would also require a contract, which team managers could carry with them to comply with FITA's rules on sponsor's advertising.

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- c. 23/24<sup>th</sup> April Barry attended a UKSI seminar for PD's. This was useful and also used to launch the revamped National Coaching Foundation as the Sports Coach UK. Information on this has been passed to Pete Pendrey via Richard Priestman.
- d. The work being done on the World Class Potential Funded (WCPF) and the World Class Starter (WCS) programmes has now been presented to UK Sport and Sport England and as a result they have asked for further information that will continue towards a salaried Performance Director.
- e. A World Class Performance Plan (WCPP) briefing has been held for the archers, personal coaches and staff who will be involved in the programme. This was very useful with a vast quantity of information being delivered.
- f. Various international trips have been organised and a verbal contract has been secured with John Moore University to supply psychologists for most of the senior trips and possibly a junior one.
- g. As from 1<sup>st</sup> May all 11 archers on the WCPP have received their funding. Funding for subsistence etc is being paid directly into the archers' bank accounts. Any funding being given for international trips is being paid directly to GNAS for them to oversee. In the case of the Home Countries archers will get all their money paid directly to them. Barry will send them a bill well in advance for any international trips and will expect this to be paid before the entry closing date.
- h. Tom Williamson is standing down temporarily from his role as Junior Team Manager and Helen Palmer will take his place this year.
- i. Selection Shoot dates. It is Barry's intention to get the dates of the selection shoots closer to the actual international tournament dates as he wished to avoid people getting scores too far in advance and then resting on their laurels. There is a problem with this in respect of the World Target Champs in Beijing as it is a late tournament but names need to be in a lot earlier. It was felt that criticism had been levelled at the Society in previous years for altering criteria so the 1<sup>st</sup> July will remain as the selection shoot off date.  
Barry suggested that for the European Target Championships being held at the end of July 2002 the selection shoot would be best on 16<sup>th</sup> June. Please note that this is provisional at this stage. The indoor selection shoot will be on 27<sup>th</sup> January 2002.
- j. Barry offered to organise a team manager's training session as had been suggested at the last team manager's meeting. There will be a training day on the Saturday and a manager's meeting and archers de-brief on the Sunday. It was suggested that anyone interested in getting involved in management could be invited to the training day. David Sherratt will try to book the 1<sup>st</sup> or 2<sup>nd</sup> weekend at Lilleshall.

**David Sherratt to action.**

## **8. RULES OF SHOOTING.**

- a. Pam Tonkin apologised for the lateness of the second draft of the Rules of Shooting amendments. It is intended that the amendments be sent to all clubs and it was agreed that copy needs to arrive at the Office by 1<sup>st</sup> June to tie in with other paperwork that is being sent out. Chairmen were asked to study the amendments and any comments should be with Pam before this date. When the document is published replies will be requested from archers and clubs by 31<sup>st</sup> August. These should be sent to the Office for distribution to each Chairman.
- b. A change to the wording of 104j(i) was agreed as follows:

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“One sound signal shall indicate when the first shooting detail shall take their place on the line and begin shooting. Each archer shall shoot three arrows and immediately retire. They will then be replaced by an archer from the subsequent detail and will continue to alternate in this manner until the required number of arrows have been shot. If an archer persists in shooting more than three arrows consecutively, he may be disqualified by the Judge.”

- c. Discussion took place with regard to the Appendix E of the Rules, which relates to visually impaired archers. There was some debate as to what was really meant by the wording that is already there. It was decided to delete the third paragraph and all other references to non-record status tournaments. This will effectively allow visually impaired archers to shoot at Record Status shoot alongside sighted archers.

**9. ANY OTHER URGENT BUSINESS.**

- a. At the Double FITA Star at Lilleshall on 6<sup>th</sup> May a compound archer suffered a severe injury to an eye when, on release, his peep sight came loose from his string. The peep sight hit the bow and then bounced back into his eye. Fortunately his sight has not been damaged although hospital treatment was required at the time. It was stressed how important it is that compound archers realise that this sort of hazard exists and ensure that peep sights are tied into their strings.
- b. Pam Tonkin reported that Sue Williamson had cancelled her FITA 900 shoot because of the Foot and Mouth epidemic and was asking if any recompense could be given. Field shoots have been allowed to reschedule to later dates this year but it is thought that Sue may not be able to. It is not clear whether FITA would be willing to carry shoots over to next year but the Office will check this with Tom Dielen for both target and field.

**David Sherratt to action.**

- c. Mike Shepherd reported that the 2002 European Target Championships that are due to take place in the Lebanon are now in doubt. No definite detail is available at present.
- d. Mike Shepherd reported that GNAS will be applying to host the 2004 Junior World Target Championships at Lilleshall. Details were in a memo from Lynne Evans.
- e. Pam Tonkin has received a letter from Carol Crich regarding an archery demonstration to be held in conjunction with the Commonwealth Games. It was unclear what sort of support she is looking for but it was agreed that this probably should be something for the Home Nations.

The meeting closed at 4.30p.m.

The next Operations Committee meeting will take place on 6<sup>th</sup> October 2001.