



Meeting minutes		4th March 2024		 BERKSHIRE VOLLEYBALL ASSOCIATION																																																																																																			
No	Subject	Details that are agreed	Still to be sorted out - Discussion	Link	Deadline	Action	OK!																																																																																																
1	Present at meeting	James Murphy - Maidenhead; James Murphy RA - Reading Aces; Khusro Habib - Mavericks; Andrew Tatarek - Farnborough; Simona Kral - Spikepaths; Sue Sayers - Newbury; Ghisain Laird - Oxford; Wu - Basingstoke; Isabela Wilgorz - Didcot; David Morgan - Maidenhead; Apologies - ; Mateusz Rogosz - Wycombe; Elena Dickson - Oxford Uni;																																																																																																					
2	Missing	South Bucks																																																																																																					
3	Committee meeting dates	Will be web meetings, rotated between Monday, Tuesday (not Tat), Wednesday, Thursday. James asks to focus on a particular subject each meeting.	Mon 4th March; Wed 6th April; Thur 9th May. All 6-7:30pm web meetings on http://gto.com/tat . Club contacts only.			Next meeting																																																																																																	
3	BVA Chair election	Per AGM and EGM, James Murphy is Chairman.					OK																																																																																																
5	Competition issues - 31st March reschedule.	Only M119 and M231 to re-schedule from 31st march. Andrew Tatarek has brushed off the re-arrangement sheet.	AT chasing M231 (now sorted), James chasing M119.			James Murphy	!																																																																																																
6	Sorting out dates	<table border="1" data-bbox="349 451 1079 619"> <thead> <tr> <th colspan="4">April</th> <th colspan="8">May</th> </tr> <tr> <th>6</th> <th>20</th> <th>21</th> <th>27 28</th> <th>4</th> <th>5</th> <th>11</th> <th>12</th> <th>18</th> <th>19</th> <th>25</th> <th>26</th> </tr> </thead> <tbody> <tr> <td>NVL</td> <td></td> <td></td> <td>NVL Playoffs</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>VE Cup</td> <td>VE Cup Final</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>BVA League</td> <td>BVA fixtures</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>SEVA</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>SEVA</td> <td></td> <td></td> <td></td> </tr> <tr> <td>BVA Playoffs</td> <td></td> <td></td> <td></td> <td>BVA Playoffs?</td> <td>BVA Playoffs?</td> <td></td> <td></td> <td></td> <td></td> <td>BVA Playoffs?</td> <td></td> </tr> <tr> <td>BVA Plate</td> <td></td> <td></td> <td></td> <td>Plate?</td> <td>Plate?</td> <td>Plate?</td> <td>Plate?</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	April				May								6	20	21	27 28	4	5	11	12	18	19	25	26	NVL			NVL Playoffs									VE Cup	VE Cup Final											BVA League	BVA fixtures											SEVA								SEVA				BVA Playoffs				BVA Playoffs?	BVA Playoffs?					BVA Playoffs?		BVA Plate				Plate?	Plate?	Plate?	Plate?									
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7	SEVA dates 2024	18th May Women's 19th May Men's																																																																																																					
8	Courts to be booked for play-offs	Piers to find out availability (& book?). 3 slots needed x 4 hours, on 4/5 May, 18/19 May or 25/26 May	Piers says Saturday 4th May fine between 1.30 and 7pm 5th May no availability, so looking at later weekends.			Piers	!																																																																																																
9	BVA plate for 2024	Book the Bucks University place - £800? Bit hot and cramped. Concern about the short courts. Effect on insurance? But attractive cost, makes those liveable. Braywick not viable £2k turned to £8k. Can we pin down the date now and Lisa is happy to look for venues. Bradfield college good but unreliable - last minute cancelling. Reading University has 2 courts - worth checking. Lodden Valley is possible. Farnborough Garrison is unreliable if army needs it. Or don't do the plate? Meeting decided on Arborfield Green - compromise between cost and court quality Sat 11th May 12:30-18:30 and Sun 12 May 11:00-5:00.	Confirm booking Pay as needed Organise competition format and entries. (limit on number of entries?)			Lisa Mitchell James/ Andrew	!																																																																																																
10	BVA plate for 2024	Plate will be at Arborfield Green Leisure Centre	Times																																																																																																				
11	Competition issues	Added to AGM issues below. Reminder of BVA rules that boys are only to be play when ladies are not available. Eligibility check needed.	Complaint that an U16 boy was too strong to play as a lady - changed the course of a game, when this is supposed to be a way of giving novices a chance. Maybe U15 or other limitation. James will look into it.			James																																																																																																	
12	Competition issues	BVA rules (from VE rules) are that Transgender players may not play as ladies..	Complaint that a team has played a transgender player in the ladies league. James has referred to VE.			James																																																																																																	
	Competition issues	Question about what should happen if you run out of time? Ask if you can extend Try and organise a replay If not, then the BVA rule (iv) In the event of the venue booking running out, We would always want a match to be completed, if however this is not possible then the result of the match will be determined on that day by the team with the highest number of points scored across the match at the point of the match ceasing.				All clubs																																																																																																	
14	Late filing of results	Following results were filed late: Wycombe Eagles L206, M109,X208, X202 Farnborough L108, M201 Reading Aces M108 Mavericks M203 The meeting agreed to require fines to be paid per what was agreed in the last AGM (£10/late filing). Khusro to send request for payment.				Khusro Habib																																																																																																	
15	Competition issues	We have a lack of score-sheets, could be a problem of people not knowing where to send them. James asked, meeting agreed, all teams re-send to berkshirevolleyballassociation+scoresheets@gmail.com Andrew Tatarek to email all clubs to ask for this to be done. Scoresheets Process * * 1 scoresheet per email to berkshirevolleyballassociation+scoresheets@gmail.com * subject is the match number only e.g. L102a * Need all scoresheets for the entire season to be sent to this address (past and going forward) Website entries * MVP – initial. Surname Only 98 of 366 meet this requirement * Referee- initial . Surname (if friendly – put referee name as "Friendly") Only 55 of 183 entries meet this requirement * Team Name needs to as per the BVA website	Needs monitoring to see if all the sheets come in.		AT Sent out immediately.	James Murphy	!																																																																																																
16	How to help enforce late result filing rule.	AGM decided to enforce it, but Dave will not have more time this year than last year. How can we help this to happen?	Piers will look at whether there are late filings, and report next meeting. Reluctance to fine retrospectively without notice was expressed by some.			Piers Lawson																																																																																																	
17	2022/23 season loose ends	Any outstanding venue payments from playoffs - there has been some communication on that. Spikepaths paid for Wren, need to bill BVA, BVA needs to bill teams.	Khusro needs to ask for details from Dave Fox.			James /Khusro	!																																																																																																
18	Update rules from 2023 AGM	Update of BVA rules according to agreement at AGM. (I have the master copy of the rules from Andy).	Need to get them to Piers in PDF format.			Andrew Tatarek																																																																																																	

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19	Finances: Bank mandate update	Decision on bank signatories, and update of mandate, including removal of historical signatories. New signatories to be: Khusro, Andrew. Electronic forms - request made for Andy to sign mandate. Signatories will need Barclay's log-in.	This is in progress, forms filled, last stage is to take signatories off. Khusro to try to make a refund payment to Sue, to test it.			James /Khusro /Sue	
20	Finances: Hand over accounts	Handover the books and any spreadsheets and procedure of how things have worked, any odd things.	Khusro taking over, but feel he lacks clear guidance. James is happy to answer questions if not sure.			James/ Khusro	OK
21	Finances: Fees for entries	All fees are in for 2023-24 Should Junior teams pay entry fees? No. All except one paid. So need to refund the ones that did pay, or get the one that did not pay to pay. Not decided!	Decide at AGM if Junior teams now pay for entry.			Andrew Tatarek	
22	Coach and ref survey	Coaching / Refereeing - Marta Survey from Marta – decision required - meeting suggested individual form but sent to club chairs and secretaries to distribute to their refs. What do we want to do to support and develop refereeing in the BVA? Observations & Feedback? (YES) Rules seminars? (YES) Annual re-certification? (NO!) Other ideas? Any current Grade 4 Referees that wish to be assessed for 3R can now sign-up via VZ	Based on survey results, we may see demand for a local course we could organise - Level 1 coach or Level 4 Ref. We bemoaned the disconnect between VE requiring an L2 coach to run sessions, but 73% of clubs don't have one.			Marta Wojtak	
23	BVA coaching/ref courses	Look on VE website for availability.	Marta will publicise when course come available in striking distance.		Marta		
24	Referee CPD	Do we have a way to monitor and give feedback.	We have an experienced ref willing to attend and give feedback - how do we publicise this?		Marta		
25	Rolling agenda on larger items.	James asked that we have a larger item for the agenda each meeting, so that we are.				James Murphy	
26	AOB 01/02/23 Beach Courts		Could we have more in our area? £30k cost to build and somebody has to run, collect money and maintain, so out of immediate reach.				OK
27	VE Regions and counties discord forum	Invitations circulated from James.	Need somebody - James is on Andrew Tatarek is on (but it's one thing too many for him).				OK
28	Finances 1/2/24		All OK. Think Farnborough may be late in Fees. Tat checking. Refunds need policy			Piers Lawson	
29	Subsidising grade 4 ref courses.	Policy is: BVA will refund 50% of any full rate (£70+ card fee in 2023, no refund on top of other subsidies) grade 4 referee course since the course Sue Sayers organised in Newbury in November 2022. This is for all members of clubs in the BVA, whether the course is passed or not. A request for refund has to come through a club, to assure us that it is for a BVA member. The club has to supply a copy of the invoice from VE to BVA Treasurer, with club bank details for payment. The Treasurer will make the repayment of 50% of the total invoice value to the club.	AT: should we have a document for "current policies" like this, so we don't have to hunt through the minutes to remember what we should be doing in a given instance? Also this sort of thing needs to be publicised, so clubs are aware.		Marta/ Khusro		
30	Do all clubs have a Safeguarding / Welfare officer for u18s?	VE policy recommends as best practice to have one, not a requirement, although there are vulnerable adults and bullying/taking advantage is not unknown. Almost mandatory if dealing with U18s to avoid being like swimming. VE site club welfare officer lists training. Lisa is checking if each club has a welfare officer - every club has one, as of spring 2023. Safeguarding training is available on VE, requirement for level 2 coaches, and at least one person in the club.	Safeguarding training recommendations is available on VE, requirement for level 2 coaches, and at least one person in the club. The least painful is the NSPCC online course for about £30.			Lisa Mitchell	
31	Junior development path.	Ongoing conversation. Piers Lawson has created and circulated a discussion document, with existing rules summarised and possibilities, including additional leagues. We will have a discussion so this is thought through before the next AGM, and possible action for coming season.	Discussion needed about integration of the growing number of junior players – new (good) problem, needs creative thought, to make sure we do them justice and retain them.		Thu 06-Oct-22	Piers Lawson	
32	BVA Constitution	https://www.volleyballengland.org/uploads/docs/Club%20Constitution%20Template%20%282%29.docx Turns out there is one in our Google Drive in "Key Documents"!	Save this for a time we are discussing governance.			Future meeting	
33	ITEMS FOR PRE-AGM DISCUSSION / NEED WORK						
34	AGM preparation	Work out MVP. MVP certificates (Sheet of info needed) League winners and certificates. (sheet of info needed)					
35	Number of venues/slots		Equalisation of slots between clubs overall and between teams in a league. If a club enters more than 2 mens or ladies teams, it must be able to provide more than 2 slots per weekend (PLEASE CORRECT). This could be a second venue, a second slot on Sunday or a Saturday slot in the same venue. We need to limit the weekends not available to 2 or so, otherwise scheduling becomes impossible.				
36	League management system		VE has a league management system - app that enters results on the - etc. Add to this				
37	Score sheet prompts		There are things that the competition secretary asks for, like MVP in specific format, so these could be on the score-sheet template, also a software or form prompt when entering score.				
38	Junior Team entry should be paid.						

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39	Filing of results via VE app		VE has a way to enter results via a phone app. This will also allow score-sheets to be uploaded. The results (and fixtures?) can be linked to our website.				
40	Pre-season timetable for 2024-25 season start		We need to work out the time-table of what has to happen and when to organise schedule and start matches on time.				
41	Junior boys in ladies leagues	Playing U16 boys in ladies teams when insufficient ladies are available will continue as agreed at the AGM. The issue raised of some strong U16 boys to be covered at the next AGM. It is possible that there are sufficient junior activities now that this is not necessary.	Part of junior development pathway discussion.				
42	Competition issues		Complaint that an U16 boy was too strong to play as a lady - changed the course of a game, when this is supposed to be a way of giving novices a chance.				
43	Home teams supply balls		Tat: could we raise this again - will reduce the number of balls in peoples' cars etc.				
44	Team and club contacts - make sure people are clear on who to contact for what.		Tat: need to make the live/updated versions available through the season via a link, rather than send out a spreadsheet, so that as individuals change in a club or team, the right people are contacted. Also Committee contacts should be available, and a central contacts list with instructions on who to contact about what.				
45	Team entry form		Clarity on the entry form that Junior teams do not have to pay fees and correction of the bank sort code.				
46	Date of next meeting, and items to discuss below:	Late September/early October before the season.				Andrew Tatarek	