

Isle of Man Cricket Association Executive Meeting - Minutes

Date	03.05.22	Time	18.15	Location	Isle of Man Sports Development Offices
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INTERNAL - DRAFT

Attendees		Apologies		Also Distributed to	
Mike Haywood	MH				
Peter Crompton	PC				
Clare Williams	CW				
Greig Wright	GW				
Helen Helfrich	HH				
		Author	HH		
		Checked by			
		Approved by			

Minutes

	Action (or Discussion)	Who/When
1	Apologies for Absence and introductions N/A	

	Action (or Discussion)	Who/When
2	<p>Matters arising from the previous meeting</p> <p><u>2.1 Governance review</u></p> <p>MH and HH have prepared a draft amended governing instrument and have requested (on 25.04.22) an appointment with the Charities Team at the Attorney General’s Chambers to discuss the draft. The revised draft is based on the Charities Team’s preferred pro forma but with additions to better suit IOMCA’s structure as an incorporated company with an executive committee and sub-committees. (Any changes to the pro forma have been drafted with reference to the UK’s model version.)</p> <p>An update will be provided after the meeting with the Charities Division, after which contact will need to be made with the Companies Registry and once both are content, the revised governing instrument will be put to an EGM for adoption.</p> <p>MH and HH have been working on draft guidance documents which are intended to be for the information of existing and future IOMCA directors/ trustees to better understand their responsibilities and will also set out the role of members (clubs and their representatives). The guidance will be finalised once the governing instrument is settled.</p> <p><u>2.2 Quickbooks/Finance</u></p> <p>Quickbooks is being used, but is not yet fully implemented. Opening balances are to be put onto the new codes, which will enable the use of other Quickbook functions.</p> <p>Bank mandates are to be signed and submitted to add MH and HH as account signatories (to cover any times when PC may be unavailable) and to enable GW and NH to view statements. A brief procedure note is to be prepared to reflect the order in which account signatories are to be approached, to ensure that communication is clear and payments are not duplicated i.e. (1) PC, (2) MH and (3) HH.</p> <p>PC noted that the audited accounts have not yet been received from Harding Lewis.</p> <p>The Bank is to be asked whether a corporate card is an option, which would further streamline payments.</p> <p>Harding Lewis to be asked to meet to discuss what more can be done to enable IOMCA to use more of the Quickbook functions.</p>	<p>MH/HH</p> <p>MH/HH</p> <p>PC</p> <p>PC</p> <p>PC</p> <p>PC</p> <p>GW/NH</p>

	Action (or Discussion)	Who/When
3	<p>Sub-committee updates</p> <p><u>3.1 Senior (MH)</u></p> <p>At the recent meeting the main focus was the rescheduling of senior matches to Wednesdays and how best to accommodate the fixtures on the limited number of pitches. At that meeting it was agreed that where a club could not play on a Wednesday, due to lack of a pitch, if the opposing club is amenable, the match could be rescheduled to another day. Any such rescheduling would, however, risk a breach of the 7-4-2 rule.</p> <p><u>3.2 Junior (CW)</u></p> <p>At the recent meeting it was confirmed that all team submissions have been submitted and club representatives are happy with the U11 format. There was discussion of some of the difficulties of scoring junior matches, in response to which GW has purchased a number of iPads for the use of clubs and which are to be distributed shortly.</p> <p>CW confirmed that as SG has recently attended a course which enables SG to run Level 1 ICC coaching courses, clubs have been asked to encourage members to sign up for forthcoming coaching sessions. The Young Leaders session was well attended and there is a good level of interest in the Umpiring courses. (Noted that umpires will need to be 18+.)</p> <p>Clubs are looking forward to restarting CricStart after TT week. Additional equipment is expected to arrive, courtesy of the sponsor Ravenscroft.</p> <p>At the junior meeting, it was clarified that (with ref to para 3.1) senior matches may not be rearranged to a day other than a Wednesday if doing so would impact on a junior match.</p> <p>CW confirmed that SG has been delivering community ricket sessions in schools. Whilst the "action short of strike action" is having some impact on this, the primary schools remain receptive.</p> <p>For the Manx Youth Games on Saturday 7 May, 120 children are expected to take part.</p> <p>The festivals (Bromsgrove and Malvern) will not take place this year.</p> <p><u>3.3 Women's (GW)</u></p> <p>The first Women's Sub-committee meeting was held recently. There was some discussion about which clubs need to be represented and who should attend. 6 of the clubs are to have a women's team.</p> <p>Whereas for the other sub-committees a person cannot be a club representative for more than one sub-committee, given that the Women's Committee is newly constituted, includes juniors and seniors and Committee volunteers are generally in short supply, the Executive Committee determined that for this year a representative from one of the other sub-committees</p>	GW

	Action (or Discussion)	Who/When
4	<p>Isle of Man Sport</p> <p>Copy documents were appended to the agenda for this meeting. MH and GW confirmed that the amounts requested from Support for Sport have been approved and the allocation for this year has been made, against which IOMCA can make claims.</p> <p>The acceptance of the terms and conditions upon which the allocation is made must be signed by IOMCA and returned by 31 May.</p> <p>MH advised that every 3 years funding for the role of CDO is reviewed and it has recently been approved and the role renewed for the next 3 years.</p>	MH
5	<p>ICC Webinar – Driving Commercial Growth</p> <p>The webinar highlighted a number of ways in which IOMCA and clubs may wish to consider seeking sponsorship (non-ICC income accounting for 20% of the ICC scorecard).</p> <p>Sponsorship and opportunities/methods for seeking sponsorship will be considered at the end of the season.</p>	Exec Comm
6	<p>Any other Business</p> <p>None</p>	

Date of Next Meeting	[] October 2022	Time	6.15pm	Location	Isle of Man Sports Development Offices
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