Wells City Archers

Minutes

Wednesday 03 June 2026 at 6:30 pm
Wells City Archers Club House

Present	Pam Rowse	Secretary / Publicity
	Paul Grinham	Treasurer
	Mike Philliskirk	Head Coach
	Sheila Pickthorne	Membership
	Matt Rowse	Records
	Jane Clulow	Social
	Ken Hill	Building
	John Baker	Young Archers
	Mandy Thorpe	Housekeeping
	Matt Dunn	Welfare
	Andy Bartin	Competitions
	Jay Nickholds	Outdoor Range
	Lynne Evans	President
Also Present	Graeme Gillies	Trustee Elect

Meeting Chaired by
Paul Grinham

1	**Apologies for absence**	
	Steve Bassett Also not in attendance: Paul Hughes	
2	**Minutes of the last meeting**	
	Approved, and it was confirmed that this would now be added to the Members area of the club website, where all approved minutes are available to members.	
3	**Matters arising**	
	3.13.1 The dead mower battery has, at long last, been removed to the tip.	
	14.2 The Clout at Avolon took place as arranged on May 16th. Due to the late information on arrow restrictions (no carbons) only 2 WCA members attended, one of whom (Graeme Gillies) won.	
	10.1 Corporate ID brain storming has been postponed for now.	
	16.3 Outdoor maintenance took place as planned on 18th April. However, one member has complained that a few of the targets are now not the right height off the ground – this needs to be addressed. New wheels that were purchased have also not been used yet.	PH
	3a (5.4) KH reported that he and MP are ready with all the bits to do the needed spot repairs on the roof, and they will be carried out as soon as they have the right weather and availability	KH and MP
	3b (11) PG introduced the latest draft of the Governance document, now including a comprehensive section about The Young Archers, as well as some previous amendments yet to be approved. GG questioned	PR to publish latest version to website

	whether this document should go to the membership for approval, and it was explained that our Constitution states that this is NOT necessary or practical as this process would be too lengthy for this document which is updated fairly frequently. MR formally proposed we accept the current draft, and JB seconded. Committee unanimously agreed.	
	3c (10.4) PR showed a design for additional signage for the outdoor range and explained that, since the last meeting, we had learnt that one of the "repeat offenders" from WFC for entering the live range has genuine reading comprehension difficulties. The design was therefore almost entirely pictographic using clear, simple signs that convey a clear warning/danger message. LE expressed concern that, as these banners are to be in addition to the existing ones, they may obscure our vision of the field, and therefore people approaching the range. MP reiterated that the duty of care over WFC members/fans entering our range remains with WFC. PR offered 5 quotes for printing 4 banners, ranging from £160 up to £332. The cheaper ones had significantly less weatherproofing on them and everyone agreed this would be false economy. The quote of £292.78 from Bannerbuzz was approved for 4 banners, and it was agreed that we would only put 2 up to begin with, and keep the other 2 for spare/replacement. MP reminded us that they will need to be supported with chicken wire at the back of them. When the new banners are in place, one last letter will be written to WFC explaining our efforts to mitigate the risk, and reminding them that the duty of care falls to them, not us.	PR to order signs PR to write letter
	3d (6.1) MD reported that the review of the AGB updated safeguarding policies was still on going.	
	Standing Items	
4	**Finances**	
4.1	**Treasurer's Report : Committee Meeting : June 3rd 2026** Total Funds as of June 1st £ 30,817.35 held as Current Account: £ 3,844.50 Deposit £ 26,972.85 As of last meeting and GM I was forecasting a surplus at the end of the year of around £6,280. This has now improved to around £6,800 due to lower provision for legal fees to be paid to WSC and the revenue from the taster sessions which was not previously forecast. **Key items since April 8th** Outflows • £440 on repairing the outdoor bosses but we do now have a stock of timber for the next couple of iterations and wheels we should get used • £340 on electric • £197 to Bristol Fire for our annual audit but which included the replacement of 2 extinguishers	

	Inflows • £340 from the taster sessions • £666 from course bookings I think mainly arising from the taster sessions • £1,146 from new or renewing members The main cost that I am currently forecast for the near future is around £850 on foam. At our next meeting in I presume July we will need to set our membership fees for the year from October 1st. I will be distributing some information before that meeting. **2026 Plan** The one action that I had in the plan as Treasurer was to review our use of Stripe to see if we could make more use of it. We currently use it for collecting payment for beginners' courses and more recently for the adult taster sessions. It's convenient for us since we can embed the collection of payment in the online form and hence remove the chance of our guest forgetting to do it later. It also means we don't have to share our payment details. The downside is that Stripe takes around a 4.7% fee. We could extend it to the collection of annual membership fees but 4.7% of those fees is around £500 and given that our members already have us set up as payees in their banking app, I can't see any the benefit for either the members or the Club. It's great for collecting monies from those not connected to us but not from members. It would work if we had an open event where we need some sort of tap-to-pay facility, but at the current time I can't see any reason to extend its use.	
5	Building	
5.1	All regular checks are up to date	
6	Safeguarding	
6.1	AGB hosted a webinar on complaint handling. MD was not able to join due to tech issues, and while he has the complaint templates, he would like the guidance on how to use them. He has been chasing AGB for the information and received no response.	
7	Wells Sports club	
7.1	PG had previously sent around his summary notes of the WSC AGM and meeting that took place on May 12th.	
7.2	The car park has been repaired and is obviously a vast improvement.	
7.3	WSC now has new executive officers.	
7.4	LE explained that emails are currently going back and forth between WSC and the solicitors regarding the lease – it appears now that the new lease may NOT give WFC the autonomy they needed for funding purposes as they will still have to get approval from WSC to do anything.	
7.5	The solicitors are asking for a "Trust" document that apparently exists somewhere, without which they cannot proceed. However no one at WSC	

	knows anything about this.	
8	SCAA and GWAS	
8.1	Nothing to report from LE	
8.2	PG reports that Region won't be changing their fees this year.	
	Additional Items	
9	Chair	
9.1	SM resigned from the position of Chair with immediate effect after the GM on 20th April. With this post vacant we do not have an Executive Committee as this requires 3 persons.	
9.2	SM had already set out an agenda for the year which everyone is happy with, so there are no immediate concerns over this element of the role.	
9.3	Shortly after SM's resignation, PR and PG conducted a poll on the Committee WhatsApp group to gauge opinion on whether we felt we needed an emergency meeting or if we could carry on until the planned committee meeting on 3rd June. The majority were happy to wait.	
9.4	LE expressed that she did not support this decision and that our lack of a Chair left us open to many issues, and put us in breach of our own constitution. GG also pointed out that AGB requires us to have a Chair for compliancy in the case of complaints or any other urgent issues.	
9.5	LE expressed again that she has been very concerned during this period without a Chair in place, but pointed out that we, the committee, can appoint a Temporary Chair from within the committee to hold the office until the AGM in October. JB agreed this seemed the best option available to us. LE also explained that, if we could not find a Temporary Chair, we would have to call an EGM to elect a new Chair from the membership.	
9.6	MT asked what the role would involve: • Chairing Meetings • Be the Focal Point of the Club • Be the AGB contact point • In the long term (if continuing in the role), vision and taking things forward Based on this, MT volunteered to step up as Acting Chair until the AGM MP formally proposed this and JB seconded. Committee unanimously agreed. MT is voted Acting Chair	
10	Taster Sessions	
10.1	SP reported that the Senior Taster Sessions were received extremely well and were a very positive experience. The format was good – light but busy. Most attendees found us via posts on Facebook, with a couple having seen flyers in local cafes. Of the 16 places available, 14 were taken up. One attendee commented that they were pleasantly surprised that the session was all archery as they were expecting a long H&S talk. SP suggested we look to running 2 Taster days per year going forward.	
11	Young Archers	
11.1	The Young Archer taster sessions were also very successful, although not fully booked. JB commented that the best advertising route for this is	

	through schools which has been challenging.	
11.2	There are 6 sign ups for the Young Instructors Course so far, 5 from WCA and 1 from elsewhere. Two of the WCA places are at no charge as a thank you to the club for hosting the event. JB reported that despite promises of promotion from AGB, their support has been very poor.	
12	2026 Plan	
12.1	PG asked for any updates on tasks assigned under the 2026 plan	
12.2	JN/MT have not made further progress as yet with the shooting line revamp as the weather has been too awful to properly investigate this. MT looked into possible funding avenues but they were too complicated/restrictive for this purpose. Full costing still to be done for further consideration.	MT / JN
12.3	MT's tidying mission in the shed requires the removal of the mower. Fixing the mower was originally assigned to PH but this has not happened, and if it was working, it has been recognised that we cannot store petrol to fuel it, so there is little point in keeping it. Methods of disposal were discussed and it was agreed that MT would attempt to offer it "Free to Collector" on local Facebook pages.	MT to advertise
12.3.1	12.3 naturally led on to discussion about mowing which had originally been listed as item 15 on the Agenda. Our current "Mowing Man" currently works under an agreement originally worked out with PG, that he will come roughly every 2 weeks when he's in the area. However JN needs him to come on pre agreed days to fit in with when JN can do the lane markings. Comms are problematic. MT said she would email the Mower Man instead of texts in the hopes of gaining a better arrangement. Otherwise we may have to look elsewhere	PG to provide MT with email address. MT to email.
12.4	KH is getting ready to investigate the Mez level and its contents ahead of removal. MT wondered if we might need a skip for this when we get there. It's thought that there is mostly wood offcuts being stored up there. PG asked for a reminder as to why we are removing the Mez level – to remove the support struts as they restrict space and movement	
12.5	MR explained that he has decided his proposed revamp of the 252 scoring would not go ahead as, on looking into it, he had discovered that the vast majority of clubs are now following one particular protocol, and it makes better sense to adopt this than introduce another club specific system. He will make the changes in the coming weeks	
12.6	Around 75% of the Young Archer tasks have been completed. • The prosed YA Beginners Course is dependent on demand, so may or may not happen • Arranging team based local competitions with other YA groups has proved difficult as there are next to no other YA groups MT asked if the idea of after school sessions was still being considered; YA numbers are continuing to grow so this is going to have be looked at before the winter as we will not be able to accommodate them all indoors at one time. Coach availability will be the main issue for this.	
13	Maria Eden	
13.1	The Maria Eden is confirmed for Sunday 26th July, with evening set up on Saturday 25th – there had been a delay in confirming this as the Palace has a wedding in on the 25th and it took a while to ascertain whether or not we	

	could access the grounds.	
13.2	MR proposed scrapping the lunchtime fun shoot element of the event, as it either gives the afternoon archers a massive advantage over the morning archers in terms of sighters, or we have to limit the fun shoot to morning archers only. It was agreed to drop the fun shoot.	
13.3	Last year we borrowed an additional Gazebo from MT/JN. MT said we can do so again but to ask SB first as she thinks he may have a better one	PR to check with SB
13.4	It was agreed that the competition entry fee would remain the same as last year, at £8.	
13.5	PR asked MP if we could borrow the flip chart stand again – MP agreed.	
14	Sunshades	
14.1	After the inclusion of AGB's Sun Safety initiative in our weekly newsletter, MT raised the issue of suitable shade on the outdoor range, pointing out that lanes 1-4 have no shade at all and can be extremely unpleasant in hot sun. AGB competition rules state that the shooting line cannot be artificially shaded. MT pointed out that this rule is in direct contraction with the sun safe message. PR suggested looking into something that could provide respite shade back from the shooting line, MP suggested fishing umbrellas.	MT / PR to investigate and cost
15	AOB	
15.1	LE asked for clarification on Beginner's course dates. SP to send info	SP
15.2	JB pointed out that item 12.3 – a pricing structure for 1 to 1 lessons - in the previous minutes needed an action against it which had been omitted. PG said he would take ownership of this	PG
15.3	PR had invited Ally Miller from AGB to attend this meeting to give the On Target presentation, but had received no response. JB and MD said they have had considerable problems contacting Ally Miller too.	
15.4	PG has noticed that one of the outdoor targets keeps moving itself back to the 100yrd mark in a suspiciously straight line. The longest distance we are insured for is 80yrds and no one should be shooting at 100yrds. MP explained that doing so effectively invalidates our insurance completely. A polite reminder on this will go into the newsletter	PR to put into newsletter
15.5	JB pointed out that it was National Volunteers Week and YA have been posting shoutouts on their social media.	PR to put in newsletter and club social media
15.6	MT asked about the club YouTube Channel and if we could start using it / updating it.	MT to speak to SB about this
15.7	PR explained that the club Risk Assessment had been redone and that there are now 2 assessments – one specifically for archery, and one for the clubhouse. Everyone was reminded that, like the Governance Document, the Risk Assessment is a "Living Document" and will be continually updated/amended as things we have not thought of arise, and that when these things do come up, they should be raised in a friendly and helpful manner.	
15.8	LE reminded the committee that the roles of President and Trustee are not combined, and that when she steps down as President she will no longer attend committee meetings even if she is still Trustee, and that this isn't ideal. She suggested that the Trustee / Trustee Elect should have a non voting seat on the committee, [NB, the phrase "ex officio" was used in the meeting but on checking the definition this phrase does not explicitly	

	preclude voting rights so we will not use it here to avoid confusion/ambiguity]. It was agreed that this would be sensible and that the Governance Doc would need to be updated to reflect this. It was also agreed that, as there are other Governance amendments waiting in the wings, this would be officially noted, and included in the next, bigger update.	
15.9	MT asked if we should still have a Member's Rep on the committee. PG explained that we did previously but that the role had become redundant – the committee is now very large and visible and anyone can approach any one of us if they have a concern	
18	Date of Next Meeting	
	Weds 22nd July, 6.30pm	
	Meeting ended at 20:00	