

CHESHIRE CRICKET BOARD LIMITED
MINUTES OF A MEETING HELD ON FRIDAY 19 FEBRUARY 2021 – 10.45am via ZOOM

1. Attendance: Peter Davies (Chairman), Mike Tyerman (Vice Chairman), Stan Davies (Management Group Chairman), Mike Roff (Treasurer), David Sharp (Secretary), David Bailey (County Club), David Humpage (Clubs), Karl Bamford (CYC), Catherine Forshaw (Independent Non-Executive Director), Di Totty (Independent Non-Executive Director), Julie Rafferty (County Safeguarding Officer), Richard Newton (Director of Cricket).

2. Minutes of the Meeting 4 Dec 2020. Agreed and signed as a true record.

3. Matters Arising from Minutes of the Meeting 4 Dec

3.1 Governance

3.1.2 Board Officials 2021 /23 (item 5.3 of 4 Dec Meeting). At the Dec Board Meeting it was agreed that as it may take some time to complete and agree the new rules, we conform with the existing rules in terms of the appointment of officials leading up to the Feb AGM. Nominations for the offices of Chairman, Vice Chairman, Treasurer and Secretary were therefore advertised during December. The existing officials are eligible for re-election and willing to stand. Any nominations received would be passed to the Nominations Committee (the three member representatives) for consideration in good time before the AGM.

There were no nominations and as the existing officials (Chair, Vice, Treasurer and Sec) are all eligible for re-election and willing to stand there was no need to involve the Nominations Committee. The four existing officials would be therefore be considered for re-election at the AGM.

3.1.1 Board Rules Revision (item 3.1 of 4 Dec Meeting). The working group is in discussions with Catherine Forshaw in her professional capacity with Brabners to progress a legally correct revision of our rules in line with the silver requirements of the ECB Governance Framework and to agree a timescale for presentation of the rules revision to the Board for approval. In addition to providing new rules for the Board, Brabners would provide a precedent for use by the Board's Members (County Club, Clubs Committee and CYC) to guide them in revising their own rules as they themselves move towards conformity with the ECB Governance Framework.

All the work provided by Brabners would be chargeable at a preferential rate and paid for by the Board.

3.2 Cheshire Youth Cricket (item 3.3 of the 4 Dec Meeting). The new CYC Committee has elected Karl Bamford (CYC Chairman) as its representative to the Board to replace David Batty, and as that representative Karl is appointed a Director of the Board in accordance with the Board Rules. DWS would advise Companies House of the appointment and at the same time arrange to remove David Batty from the list of Directors.

4. Board Management Group. The MG met on 5 & 26 Jan and the minutes of those meetings had been circulated to the Directors. (also – see item 5).

4.1 Cheshire Cricket Trust. The Trustees last met on 21 Oct 2020 and will meet again during March. In addition to items mentioned in the Dec Board minutes the Trustees have agreed to provide CCB coloured playing tops and caps (supplied by Surrige) for the Cobras (Cheshire's visually impaired team) and the Disability Squad (Cheshire's physical difficulty, learning difficulty and hearing impairment teams).

5. Director of Cricket. On behalf of the MG and combined with his own report RCN presented a summary of activity since the December Board Meeting (see Appendix 1).

6. Secretary

6.1 ECB Team Cards. DWS has ordered 5000 ECB Team Cards for use around the county this summer. Delivery will be to Moss Farm and DWS will advise when they be available for collection.

6.2 Companies House. The Annual Return has been submitted. DWS completes the section confirming details of directors and Murray Smith completes the section confirming the finance details.

7. Treasurer

7.1 RBS Bank Account. With the continuance of ECB funding, and payments from the Job Retention Scheme balance in our RBS account is currently satisfactory to maintain our operation at the current level.

7.2 Board Accounts 2019/2020. The accounts will be formally adopted at the AGM following this meeting.

Copies were made available to Members at the December Meeting, and will be circulated again electronically with the AGM minutes. Members are reminded that only the filleted version is available via Companies House.

7.3 Investment. To support a probable reduction in income and to support our staffing structure at its present

level £100,000 will be drawn down in April from the Nationwide 95 Day Saver Account.

7.4 Insurance. The Board's Insurance Policy with Extra Cover Marshall Woodbridge will be renewed on 1 March. An updated schedule will be sent to Members including a schedule of representative teams covered by the insurance policy. It was noted that the schedule includes the four Seniors teams. It was confirmed that whilst the Seniors have reported to Cheshire CCC (since Nov 2019) the CCB remains the governing body for the Seniors and continues to provide any necessary funding to support their activities. MDR will send a copy of the schedule of teams to the insurers.

8. Director of Cricket. RCN's report is included in Appendix 1 referred to in item 4 above.

9. Cheshire County Cricket Club. David Bailey referred members to his brief email circulated prior to the meeting summarising recent activity.

9.1 2021 NCCA Matches. Details have been confirmed and are posted on the website.

9.2 Showcase Match. Awaiting confirmation but expected in July.

9.3 New website. A new website arranged via NCCA would be live soon.

9.4 Seniors. See 7.4 above.

10. Youth Cricket. Karl Bamford reported as follows:

10.1 2021 Match Programme. In consultation with the Board's Participation Manager, only the Boys U14 U15 and U18, and Girls U15 and U17 will be run in 2021. These all play in the National ECB Competitions

10.2 Committee. Following the retirement of several long serving officials there are several new faces on the committee, all listed on CYC's page on the Board's website. The rules are being revised with reference to the ECB CPA Governance bronze criteria, and KB welcomed the news (see 3.1.1) that Brabners were providing a rules precedent for use by the Board's Members.

10.3 Children playing in open age cricket. Following discussion, it was agreed that the Board promotes a consistent message across Cheshire that only children in Year 8 and above play AND train in the open age cricket environment.

10.4 U13 & U15 Club Cup Competitions. Clubs will be invited to enter these long standing and prestigious Competitions. Closing date 31 March.

11. Clubs Committee. David Humpage referred members to his report circulated prior to the meeting (see Appendix 2)
11.1 2021 Season. Leagues are planning for a full season with promotion and relegation across the pyramid. An announcement is expected during March.

11.2 County League. The CCCL has a new sponsor in RSK. The league will however continue to be known simply as the Cheshire County Cricket League. The League has a new website. There will be no handbook in 2021.

12. Women & Girls. In her role as Independent non-executive Director with specific interest in Women & Girls cricket and its development, Di Totty reported as follows:

12.1 CCB. Women & Girls cricket through the Board continues in good shape with the great work being done by the Board's staff members Jessica Lewis, Jo Herbertson and Kerry Hartnett to increase participation and improve the pathway through to professional cricket (see 11.3).

12.2 CWCL A normal season has been planned and fixtures released with thanks to Martin Saxon who continues to publish the popular Dazzler. There are now 27 clubs with 39 teams playing some format of ECB recognised women's cricket. This includes 7 teams in Division 5 playing softball. A graphic illustrating the structure has been circulated and will be posted on the Board's website.

12.3 The Professional Game. ECB has released fixtures for the 50 over Rachel Heyhoe Flint Trophy and the County T20 competition - Hannah Jones (Didsbury) and Eve Jones (Porthill Park) will be playing alongside the likes of Sophie Ecclestone and Kate Cross.

13. County Welfare Officer. Julie Rafferty's report is attached to these minutes (see Appendix 2).

13. AOB. None.

14. Dates of the remaining 2021 Meetings. 14 May, 17 Sept and 3 Dec - Fridays 10.45am

Signed

Appendix 1

RN & BMG Board Report February 2021

Junior Coaching Courses

Suspended in January due to National lockdown. We await further news from Government on 22nd February. Worst case scenario is that we lose 18 weeks of a 30-week Autumn/Winter Programme. We are currently halfway (6 weeks) through the Advance Programme with over 1100 attendees (lots of refunds if we are unable to complete the remaining weeks!). Gavin organised a successful 2hr virtual training course for the players this week (500+ attended) with a recording sent to players who could not attend. Looking highly unlikely that we will be able to stage any of our annual District/Excellence courses. This causes issues further down the chain with selection of representative teams. Close liaison with CYC representatives has taken place to determine which teams we can and cannot run for 2021 season.

Coach Development Courses

Again, the National lockdown has decimated the Coach Development (Education) Courses for the second year running. They had continued to prove extremely popular with club members (with most courses full and additional courses booked in December for the new year). We are now looking to replace these courses outdoor in April/May if permitted by Government. On a brighter note (not too many of those recently) we have managed to run virtual sessions for 36 UKCC2 candidates and hoping to complete the course face to face when allowed.

Schools

Due to restrictions currently in place, a very much reduced programme consisting of virtual and face to face sessions for key worker children. Chance to Shine have suspended all face-to-face sessions.

Staff

We continue to maintain our staffing level at 22. All currently on flexi furlough. 4 days Annual leave 'sacrificed' by staff in January. All staff given a choice of 3 options in February with regards salary and holidays taken.

Development & Coaching Officers continue to liaise with their respective Clubs. Gareth has organised a Club Seminar on 1st March and continues to inspire and inform the club network.

Funding

Furlough sum received for January was £31900.

ECB agreed to commit 100% core funding up to and including January 2022.

ECB Funding of £50500 for Women & Girls for next 12 months

Awaiting further announcement from ECB on County Grant fund (clubs).

Disability Cricket

CCB had first meeting with Lord's Taverners and ECB recently to express an interest in becoming a Super 1's County (host weekly sessions at 3 possibly 4 hubs throughout the County for 12-25 year olds with a disability). We presented our recently completed CCB Disability and inclusion Plan (appears many Counties are still in the process of writing theirs). The next stage, which has already commenced, is to establish hub sites and present a formal plan over the coming months. If successful we are expecting annual funding in the region of 15-30k to run the Super 1's programme, commencing 1st October.....fingers crossed for a successful bid!

CPA (County Partnership Agreement – ECB)

An updated Draft Agreement Contract has been sent to all Counties this week asking for their comments/feedback. Counties requested to sign and return the contract (once 'live') by 31st March.

Greater Manchester Cricket Partnership

We continue to work closely with Lancashire Cricket Foundation, ECB, Chance to Shine and Greater Manchester City Council on a community funding bid for cricket in the region. Currently looking at/for appropriate community sites for Non-Turf pitches in the local authorities of Trafford, Tameside and Stockport. The hope is also for increased School funding in the 3 local authorities identified above.

A challenging period for all with so many unknowns at present!

Appendix 2

Cheshire Clubs Cricket Committee

We approach the 2021 season with a mixture of concern and optimism.

No one knows at this stage exactly how the season will pan out, but we are optimistically planning for a full season with promotion and relegation across the pyramid. Whether this will be possible is unknown at this stage. The watchword is “flexibility”.

We recently held a successful CCCC meeting by Zoom, with which we are all becoming familiar these days. It was good to hear from the various constituents of the committee where they were up to with their planning for 2021.

The CCCL has decided not to hold an AGM this year, as obviously a face to face meeting was out of the question, and the number of potential participants rendered a Zoom meeting impractical. A questionnaire was sent out to the club seeking their views on various matters, particularly concentrating on format. There was a clear majority view that the games should start at 12.00, and a number of clubs expressed interest in moving to the win/lose format. The Executive agreed that no substantive format changes should be made during the current pandemic, and that time should be taken to examine the possible implications. A sub-committee is to examine the question of the format with a view to making a proposition in time for the 2022 season. Whether it will be accepted by the clubs remains to be seen.

The CCCL has a new sponsor in RSK, a consultancy firm based in Helsby, who have entered into a five year deal with the league. The league will however continue to be known simply as the Cheshire County Cricket League.

The CCL similarly has undertaken a survey to seek member club’s views, and are currently assessing the responses before deciding if any changes need to be made.. A small number of extra teams have joined the CCL for 2021, all being 3rd XIs of CCCL clubs.

Again the CCCL Sunday structure has a number of new sides for 2021, so that its third division has been split into three geographic regions. It is good to see the increase in participation in the game in this way. Gareth is continuing to operate the Sunday Friendly Fixture bank which was so successful in 2020 – indeed the new sides in the league all came via Gareth’s fixture bank.

The Women’s League similarly has extra sides entered in 2021, one being Hayfield so some long trips for some ! Again more clubs are expressing interest in joining the soft ball structure under the guidance of Jess Lewis, as the women’s game continues to grow. Followers of social media will be aware of the extra interest being shown across the county by women and girls of all ages. I am pleased to report that the CCCL Executive now actively contains two representatives of the Women’s League, a move which we hope will be of mutual benefit to both parties.

Again I must take this opportunity to highlight the work that Gareth has done with the Junior Leagues across the county. I have sat in on the Zoom meetings he has held with Junior League organisers, and hopefully the lessons learned in 2020 will lead to an increase in the opportunities for junior cricket in 2021. No more come to the end of July and close down !

The Umpires Association continues apace under the calm guidance of Derrick Barnett. The provisional lists for 2021 are very encouraging, and steps are being taken to attempt to recruit younger people into the umpiring fraternity.

Richard Cragg is proving to be an excellent Chairman of the Groundsman’s Association and has galvanised them into a very proactive body. Courses and advice abound, and this is proving of benefit to clubs from the Premier League to those smaller local clubs at the base of the pyramid. Again steps are being taken to introduce younger people to the dark arts of groundsmanship.

Huge thanks again to Gareth and to Jess particularly for their efforts. Where would we be without them !

DTH – Feb 2021

Appendix 3

County Safeguarding Officer's report – 19 February 2021

Change in title

The title of County Welfare Officer has now changed to County Safeguarding Officer (CoSO) and the title of Club Welfare Officer is changing to Club Safeguarding Officer (CSO). As a result of this County and Clubs will have to make the appropriate changes to their documentation, website and policies to reflect the change.

CSO Network meetings

After the success of the CSO network meetings in November and December 2020, the CSO's felt that quarterly meetings to discuss updates and any issues they had, would assist them in their role. A series of meetings will start at the end of March 2021 and will then take place in June and then in September/ October.

Safe Hands Webinar Training

The ECB Safeguarding team have continued to deliver Safe Hands webinars for new and existing Club Safeguarding Officers. To date, nearly 50 Club Safeguarding Officers have attended the sessions and others are booked onto forthcoming webinars up to the start of March 2021. The link to these webinars has been circulated using the Newsletter, emails, the clubs WhatsApp group and through the DCO's.

Safe Hands Management System (SHMS)

The SHMS has been introduced to assist clubs to maintain good safeguarding practices within their clubs, ensuring that all key roles have the appropriate qualifications to perform the role. The system currently automatically recognises anyone who has a DBS and has attended a Safe Hands workshop/ webinar, although in the future ECB are hoping this will extend to coaching qualifications, completion of Safeguarding Young Cricketers/ Safeguarding Protecting Children certificate and other notable courses.

The system went live for Cheshire Clubs on 19 January 2021. We currently have 28 clubs who are live on the system and a further 12 clubs being added to the list on 23 February 2021. There have been a few teething problems but generally clubs are following the instructions and using the "HowTo" videos to assist them.

I am monitoring progress, assisting clubs and DCO's to ensure that all necessary information is added to the system.

DBS issues

Following the announcement of the 3rd lockdown, ECB Disclosures maintained that all DBS checks would continue to be initiated and verified online by specific people, namely the 12 Cheshire Cricket Board staff named in the November 2020 newsletter. Due to the impact of the SHMS and the start of the 2021 season is approaching, the request for DBS checks has significantly increased. The system may change depending on the government announcement next week.

County Partnership Agreement – Safeguarding Development Plan

I am currently working with Gareth to complete the Cheshire Cricket Board Safeguarding Development Plan, the main objectives being:

1. To ensure that all relevant policies and procedures are in place and complied with accordingly by CCB staff and clubs.
2. To deliver a programme of training for CCB staff and clubs, developing their skills and knowledge so they recognise their responsibilities to safeguard children, young people and adults.
3. To comply with the safer recruitment principles for volunteers and paid staff in cricket activity
4. To develop clear and timely methods of communication to the CCB and clubs, disseminating key safeguarding information
5. To respond appropriately to safeguarding concerns and incidents