

**CHESHIRE CRICKET BOARD LIMITED**  
**MINUTES OF A MEETING HELD AT CHESHIRE FA OFFICES, MOSS FARM**  
**ON FRIDAY 5 MAY 2023 – 10.15am**

- 1. Attendance:** Nigel Muirhead (Chair), Di Totty (Vice Chair), Scott Elliott (Management Group Chair), Richard Newton (Director of Cricket), David Sharp (Secretary), David Humpage (Clubs), Jim Law (County Club), Nick Brooks (Independent Non-Executive Director, Joanna Seddon (Independent Non-Executive Director), Neeruj Luthra (Independent Non-Executive Director), Helen Nicholson (Independent Non-Executive Director) **Apology:** Mike Guest (Treasurer), Karl Bamford (CYC).
- 2. Minutes of the meeting 10 February 2023.** Agreed and then signed as a true record.
- 3. Matters arising from minutes of the meeting 10 February 2023**
  - 3.1 Independent Commission for Equity in Cricket (ICEC) Report (item 4.5 of 10 Feb meeting refers).** The ICEC report is yet to be released.
  - 3.2 Marketing (item 4.7 of 10 Feb meeting refers).**

Photos and bios of the Board members have been added to the website.  
The away day for Board members planned for 10 March was postponed because of bad weather, and has been re-arranged for Friday 26 May 10.30 at Moss Farm.  
It was agreed that there was no need for a Directors' and Member Representatives' WhatsApp group.
  - 3.3 Safeguarding standard statement (item 14.3 of 10 Feb meeting refers).**

Those present signed an updated hard copy of the statement last signed in Dec 2021.  
It was agreed that as the incidence for adding signatures to such documents was infrequent it was agreed to continue signing hard copies rather than adopt an electronic system (e.g. DocuSign).  
It was also agreed that the practice of circulating documents to Directors and Member Representatives via email attachments was satisfactory, and that there was no need to adopt a different system (e.g. Sharepoint).
- 4. Management Group.** The minutes of the meeting held on 27 April 2023 had been circulated to the Directors and Member representatives. Scott and Richard highlighted the following:
  - 4.1 Pensions.** Staff have received advice to gain a better understanding of pensions to enable them to consider possible alternatives to our current provider, NEST.
  - 4.2 Business Support Officer.** From 1 April Michele Alder's hours have been reduced at her request.
  - 4.3 Facilities support.** Following a recruitment process Dave Atkinson was appointed Appointment Facilities & Club Support Officer. From the same recruitment process we appointed Tarryn Warman in a development, coaching and business support role.
  - 4.4 Coaching Officers recruitment.** Two Coaching Officers have been recruited: Ben Duckworth (1 July) and Chris Wright (20 March).
  - 4.5 Staff EDI survey.** The ECB EDI Gamewide Workforce Census received from ECB has been circulated to staff and Board members. 24 members of our staff completed the survey in late 2022. Our census results were very positive.  
Board members confirmed the importance of the well-being of staff to the business operation.
- 5. Director of Cricket**
  - 5.1 Twitter.** The Board's regular posts average 1k views. The recent post about our new Chair and Vice Chair received 9k, and our EDI post shared on Neville Southall's account exceeded 10k (see 8.2 below).
  - 5.2 Inclusive Leadership Training.** Our nine managers are attending a 12 month Inclusive Leadership Training programme.
  - 5.3 All Stars & Dynamos.** 2680 children have registered on this year's programme, ranking Cheshire 7<sup>th</sup> nationally. A breakdown of the statistics will be circulated to members.
  - 5.4 Facilities Plan.** A big task but our Facilities Plan is nearing completion.
  - 5.5 Children's Development Programme.** 900+ boys and girls attended the Excellence and District Courses from which the representative teams would be selected. Summer Courses at 16 club venues have been advertised.
  - 5.6 Cricket in Schools.** Our extensive programme continues to provide a cricket experience in primary, girls secondary, and special needs schools.
  - 5.7 Coach Education.** Impressive numbers of potential new coaches have attended our 2022/3 programme: ECB Core Coach 60; ECB Foundation One 76; ECB Support Coach 82
- 6.1 Treasurer.**
  - 6.1 RBS Bank Account(s).** A zoom meeting is to be arranged with our RBS Business Manager to discuss our business arrangement and online facility.

**6.2 2022/23 Accounts.** The accounts adopted at the AGM were circulated to the network and made available on the website and at Companies House (filleted version).

**6.3 Investment.** The lump sum investment remains with the Nationwide.

**6.4 Budget.** The actuals for the 6 months to 31 March is broadly in line with the budget and cash flow.

**6.5 Payroll.** The payroll has been outsourced to Murray Smith from 1 April 2023.

**6.6 Financial Support for Other Bodies** i.e. Men's Seniors, Women's League, Disabilities, and Cheshire CCC. The Board via the Management Group continues to consider support on presentation of suitable applications.

## 7. Secretary.

**7.1 Rules Review.** It was confirmed that governance and the rules would be included as a regular agenda item entitled Governance/Risk.

**7.2 Companies House.** The appointments made at the AGM are now recorded at Companies House, along with the annual confirmation statement, and a filleted version of the Accounts.

**7.3 ECB Team Cards.** ECB Team Cards for use across the county for matches this summer are available for collection at Moss Farm.

## 8. Equality, Diversity and Inclusion (EDI).

**8.1 EDI webpage.** Our EDI story has been added to our website. The EDI story complements our EDI plan and helps visitors to our website have quick access to our EDI highlights.

**8.2 Neville Southall.** Neeruj arranged a zoom call for Board members to meet with Neville Southall. The former Everton and Wales goalkeeper now devotes his time to helping various minority groups across the UK.

**8.3 EDI mini campaign.** Impressed by our commitment to EDI demonstrated to him during our zoom call, Neville kindly offered us access to his Twitter account (circa 190k followers, CCB has 5k) for us to run a mini EDI campaign. The campaign was held over the Easter weekend, ahead of the ICEC report, and focused on: a generic EDI message; safeguarding; women's/girl's cricket; diversity of Cheshire club infrastructure; and disability cricket. With Neville's help we reached around 10k people with each of our EDI posts - our usual average is around 1k.

**9. Safeguarding.** Julie Rafferty's report (see Appendix 1), a CPA action matrix, and a draft risk Management Register were circulated prior to the meeting. Nick highlighted the following from Julie's report and paid tribute to her commitment to safeguarding which has helped maintain Cheshire's reputation as a leading county and one of only three Boards nationally to achieve a "top green" assessment in the recent ECB Audit process.

**9.1 CPA Actions.** Following our CPA Safeguarding Audit by ECB which showed Cheshire in such a strong position, Julie has prepared a CPA action matrix to ensure that all recommended actions and tasks are reviewed and completed.

**9.2 Risk Management Register.** A draft Cheshire CB Risk Register document prepared by a working group (Richard, Helen, Mike and Nick) had been circulated prior to the meeting with a request that the Board's attention be focussed on the Strategy section. This work had been progressed in response to a priority action from the ECB Audit process. After due consideration the draft document was approved. The approved draft included a recommendation that governance be adopted as an agenda item in future Board meetings. The working group was thanked for its involvement in preparing the document.

### 9.3 E-learning for Board members.

**9.3.1 Safeguarding for Committee for Committee Members.** Board members were encouraged to complete the Level 2 specialist course via the Board's website <https://www.cheshirecricketboard.co.uk/cricket-courses/safeguarding-training/>

**9.3.2 Safeguarding training from Lime Culture.** New Board members should have received an email from the ECB Safeguarding Team to arrange attendance at future training sessions. Advice on training requirements, including issues accessing the learning should be directed to Nick or Julie.

**9.4 Safe Hands courses.** Between Feb and April we delivered seven Level 3 courses, attended by 87 Club Safeguarding Officers (CSO). The Board recognised the hard work and valuable input of Julie and Andy Margeson in delivering these key courses.

**9.5 ECB Safeguarding Conference 28 Feb-1 Mar at Loughborough.** Nick and Julie had attended the Conference and Nick had circulated a resumé to the Board. Key themes from the Conference had been shifting safeguarding focus towards prevention, the importance of listening to children and building from compliance to embedding safeguarding in culture. Adult safeguarding and safeguarding in the context of talent pathways had also been highlighted.

**10. Women & Girls.** The Women's League update prepared by Joanna Seddon was circulated prior to the meeting. The broader women and girls update from Jessica Lewis was circulated after the meeting (**Appendix 2**).

**10.1 2023 season.** A slow start in view of the poor weather but all four divisions and cup competitions are underway.

**10.2 National T20 KO.** Leyland play Lindow for a place in the regional semi final of the Cup competition, and Stockport Georgians, Didsbury and Upton remain in the Plate comp.

**10.3 Coloured kit and balls.** Most clubs are moving to coloured kit for all fixtures and using pink balls for all formats. The quality and suitability of both the Lords and Tiflex balls will be assessed as the season progresses.

**10.4 Fixture concessions.** The executive will be exploring options to address concessions in Div 2, recognising the importance of creating a clear development pathway to the top level of CWCL.

**11. Cheshire County Cricket Club.** An update of the recent activities of Cheshire CCC prepared by Jim Law was circulated prior to the meeting (**Appendix 3**).

**11.1 Early start to season.** The season started one week before the Cheshire Leagues. Because of the poor weather the 1<sup>st</sup> XI played only one T20 match out of six. In the one match played we lost to Staffordshire and due to lack of playing opportunity cannot qualify for T20 finals. Leicestershire and Lancashire caused late match withdrawals from Chris Sanders and Charlie Barnard respectively.

**11.2 2<sup>nd</sup> XI.** Under Manager, Stewart Macleod, and Coach, Stewart Garnett, the 2<sup>nd</sup> XI began its campaign with a win against Cumbria. Cheshire CCC looks forward to cooperating with Cheshire Youth through Gavin Colebourn to afford a smooth and transparent pathway for young players from age group cricket.

**12. Clubs Committee (4Cs).** David Humpage's report was circulated prior to the meeting (**Appendix 4**).

**12.1 Season underway.** The League season is underway and apart from a few problems with the weather the main issue seemed to be the partial failure of the play-cricket system, with live scores and results being affected.

**12.2 Umpiring appointments.** Ian Greensmith is appointing the umpires in both the CCCL and the CCL in the hope that this will simplify the appointments system for the benefit of both leagues

**13. Youth Cricket.** Richard commented on behalf of CYC

**13.1 Age group representative teams.** Following the conclusion of the Excellence and District courses the county and district squads are being selected.

**13.2 Grounds availability.** Difficulties were being experienced in finding grounds on which to play the age group matches. It was noted that this is becoming a general problem and needs to be addressed.

**14. AOB**

**14.1 ECB Recreational Game Board.** Nigel updated the meeting on progress in the establishment of the ECB Recreational Game Board

**14.2 ECB AGM.** Nigel and Richard will represent the Board at the ECB AGM at Old Trafford on 10 May. Nigel has seized an opportunity for Board representatives to meet the ECB Chief Executive Richard Gould on 11 May at Old Trafford. This will afford a good opportunity to nurture Cheshire's reputation with ECB and maybe gain some insights which may help formulate our strategy in the times ahead.

**15. Date of remaining 2023 Meetings.** 15 September and 8 December – on Fridays 10.30am at Hartford House, Moss Farm.

Signed .....

## Appendix 1

### Safeguarding – Julie Rafferty

**1. Safeguarding Audit review – 5 April 2023.** It was pleasing to learn that the Cheshire Cricket Board was one of only three boards in England & Wales who achieved the “top green” assessment after the safeguarding audits, identifying that we were meeting all the CPA standards and, in many areas, exceeding minimum standards.

The 2 immediate actions identified from the January audit have been addressed:

1) *Consider necessity for County Safeguarding Officer to remain as Non-Executive Director now new Board Safeguarding Lead in place (Board Lead to have strategic oversight, CSO to lead on operational delivery.)*

2) *Ensure safeguarding section contained within Board Risk Register*

An action matrix has been created to ensure that all additional tasks are completed.

**2. Policy development.** Work has been ongoing to draft some additional key policy and procedure documents:

- a. A draft CCB Risk Register has been completed, including a Safeguarding section, this is due to be discussed at the May board meeting.
- b. The CCB Safeguarding Development Plan is in its first draft and further work is ongoing. It is anticipated that the document will be sent out for consultation and discussed at the September board meeting
- c. Work is ongoing to complete the CCB Adults Safeguarding Policy. This document will be discussed at the September board meeting.

**3. Safe Hands Training Courses (Level 3 – Club Safeguarding officers).** Between February and April, seven Safe Hands training courses were delivered in all areas of the Cheshire Cricket area. As a result, 87 club safeguarding officers (CSO) completed the training, with only a very small number of CSO's yet to complete it. It is hoped that an additional Safe Hands training course will be delivered to accommodate these.

**4. Safe Hands Management System (SHMS).** 106/109 Cheshire Cricket clubs are now live on the SHMS, most of which are compliant or close to compliance. Two additional clubs are going live this week. Work is still ongoing by the County Safeguarding officer and the Development & Coaching Officers to support the clubs to effectively use the system and load all the necessary up to date information.

**5. Board training.** Following the CPA review meeting, the ECB Safeguarding Team have agreed to commission some additional Board Safeguarding training delivered by Lime Culture. New Board members should have received an email from the ECB Safeguarding Team to arrange attendance at future training sessions.

In addition, all board members are expected to complete the Level 2 specialist safeguarding e-Learning (Title: Committee Members), see the link attached [Safeguarding Training | Cheshire Cricket Board](#)

**6. ECB Safeguarding Conference (March 2023) themes.** The Safeguarding Board Lead and County Safeguarding Officer attended the ECB Safeguarding Conference at the beginning of March and the themes were:

- Listening to children
- CPA Audit/ governance
- Adult Safeguarding
- Talent Pathway

All of these themes heavily feature in core safeguarding business for the board.

### 7. Safeguarding Themes

- Allegation of sexual offence involving cricket & other sports club members (off cricket club premises)
- Allegations relating to conduct of coach/ junior chair and junior female player (ongoing enquiries)
- Liaison with Staffordshire relating to former Cheshire player/coach (previously investigated by the police and ECB safeguarding team) moving clubs
- Player/ Coach arrested for drink driving and liaison with Local Authority
- DBS and DBS verifiers issues
- Overseas players

## **Appendix 2**

### **Women and Girls Cricket – Joanne Seddon and Jessica Lewis**

#### **Cheshire Women's Cricket League**

The 2023 season for CWCL has got off to a slow start with weather hampering the first three weekends of scheduled games. All four divisions of the hardball league are now underway, with a number of newly promoted and new entrants to the CWCL in action in these early fixtures. As well as league fixtures, both the Development and Senior Knock-out cups have seen first round games played.

A number of Division 1 and 2 clubs have also begun their National T20 knockout campaign, and at the time of writing both Leyland and Lindow remain in the Cup competition (and face each other, therefore we will see a CWCL side in the regional semi-finals) with Stockport Georgians progressing to the Plate to join Didsbury and Upton.

The adoption of coloured kit has been well received, with the vast majority of clubs moving to this kit for all fixtures and using pink balls for all formats (T20 cup, divisional games and league – we will continue to assess the quality and suitability of both the Lords and Tiflex balls as the season progresses). Clubs continue to be creative in adopting the change to coloured kit to ensure affordability and accessibility for all (e.g. only branded T-shirts, and generic other clothing), and as a league we will need to seek further funding support to keep the momentum up with this transition and ensure all clubs are fully able to participate.

At this early stage in the season, there are a limited number of league issues to bring to the Board's attention. However, one worth mentioning is the potential challenge in Division 2 – generally seen as the progression division to the top level of cricket in the CWCL. This division had a number of challenges in 2022 with conceded fixtures and limited cricket for those teams playing. We are already seeing a similar trend in 2023, with one team withdrawing from the league (Stockport Trinity, although continuing in the T20 competitions) and one fixture already conceded. The CWCL executive will be exploring options to address this, recognising the importance of creating a clear development pathway to the top level of CWCL.

#### **National Programmes**

Currently no access to data on number of girls taking part in National Programmes but we have 7 girls only National Programmes running in Cheshire this summer.

#### **Girl Guiding and Community**

We have had a positive uptake of girls guiding groups wanting delivery this summer. Delivery will take place in evenings during the summer months.

#### **Schools**

Our school delivery is underway. We have delivered just under half of our allocated hours for Chance to Shine and have made great progress with the Proof-of-Concept programmes. We have 9 secondary competitions due to be delivered this summer, which will be the most we have ever done. These will start on Thursday 11<sup>th</sup> May and run every week until July.

#### **Women and Girls League cricket**

This summer 63 teams will play in the CWCL and 51 teams in the CGCL.

#### **Women's Softball Festivals**

We have started our summer soft ball festivals. 2 events took place last weekend and another 19 are booked in for the rest of the summer.

#### **Courses and Pathway**

Girls county squads have been selected and will be officially released next week. The girls have worked hard all winter and there are some very promising players: U11s- 15 players; U13s- 13 Players; U15s- 13 Players; U18s- 13 Players; U18s Dev- 15 Players.

We have redesigned the district age groups to make them more competitive. They will now be U12s and U15s. Based on the strength of players this winter, we will have to change it again next year to be more selective. County squads have been selected reasonably small to allow to players in district to perform and potentially move up.

## **Appendix 3**

### **Cheshire County Cricket Club – Jim Law**

#### **Working structure**

- Smaller management committee functioning well. Monthly meetings held with quarterly meetings of wider group

#### **Finance**

- Cheshire CB kindly funding streaming license and cricket balls for 2023
- Some small scale sponsorship for 1s and 2s in place for 2023 but limited
- Cost of not playing games due to adverse weather highlighted in opening month

#### **Cricket**

- ECB have approved Nantwich as venue for 30 July ECB Showcase game v Yorkshire
- Poor weather washed out first five of six T20 games (three double headers – no play at Chester or Shifnal)
- One game played – lost by 10 runs to Staffordshire and due to lack of playing opportunity cannot qualify for T20 finals; Leicestershire and Lancashire caused late match withdrawals from Chris Sanders and Charlie Barnard respectively
- Final group match at Netherfield, Cumbria, 7 May
- 50 over KO trophy commences BH weekend 28/29 May in Norfolk/Suffolk
- Concerns re early season start with lengthy mid season gaps expressed to NCCA
- Matt Carter has joined squad from Nottinghamshire for white ball game
- Sale withdraw opening T20 venue with ten day's notice; reverted to Chester
- 2<sup>nd</sup> XI due to get underway 4 May at Haverigg, Cumbria (Dream Team debut: Stewart Macleod, Stewart Garnett and Gavin Colbourn)
- Streaming service up and running
- Positive conversations with Lancashire re managing 'joint' players

#### **Administration**

- 2023 member's pack distributed
- Working group in place Showcase match arrangements (v Yorkshire 31 July)
- NCCA Edgbaston member's meeting end Feb to finalise updated regulations etc
- CPA Smartsheet portal finalised prior to season

#### **Marketing**

- Member communication in development
- Shop to be reinstated
- NCCA 'future partnerships' representative assigned with view to 2024 activity
- Small scale marketing supported proffered by NCCA to assist particularly with social media coverage

#### **Safeguarding**

- Some host club risk assessments outstanding
- All committee members to undertake ECB e-learning course
- Outstanding DBS requirement have been identified and will be progressed

## **Appendix 4**

### **Cheshire Cricket Clubs Committee – David Humpage**

Finally time for action rather than words and the season is underway. The first week ran smoothly with no weather problems, but a small number of games were brought to an early inconclusive end last Saturday due to localised downpours in the mid Cheshire area. The main problem seemed to be the partial failure of the Play Cricket system, with live scores and results being affected. Representations have been made to ECB.

Little to report on the playing front as yet except to say that Didsbury and Nantwich are leading the way in the CCCL Premiership (no surprise there) after the first two weeks.

The Facilities Sub-Committee under the CCCC banner is being established, and Duncan Anderson is now talking to various people around the county to assess the best way forward.

As previously reported the CCCL will be celebrating its 50<sup>th</sup> Anniversary in 2025. Very early days but we envisage a game against the MCC as one event to mark the occasion and Geoff Wellstead has agreed to produce a brochure to mark the occasion.

There are several new clubs and teams in the Women's League as the female side of the game continues to expand. There is an increase in Overseas and Contracted Players in the women's game and careful consideration will be needed to make sure that the league rules are appropriately worded to accommodate these players in a fair manner – one for the next close season.

The Umpiring Courses have been successful this winter and several new recruits to the league panels have already been sourced. Agreement has been reached for Ian Greensmith to appoint the umpires in both the CCCL and the CCL and we believe that this will simplify the appointments system for the benefit of both leagues – who knows it may be the catalyst for a merger in the long term!

The Groundmen's Association continues to lay on courses and is now active in many ways in assisting clubs with any problems. A number of new Pitch Advisors have been appointed and we wish them well in their time in office.

The CCCC Constitution remains with John Petch and I am still hoping to meet with him shortly to review progress.

The County Grant Fund is continuing to provide funds for clubs with suitable projects. Several schemes have been put forward and have been allocated grants, and there is still some money from this year's allocation to be spent. Applications are invited from clubs that wish to avail themselves of these grants.

Aside from the playing of the game the CCCL as I reported previously has agreed to hold a charity weekend during the coming season, the beneficiary being Breast Cancer Research. The event will be co-ordinated by Emma Slater, an Ambassador for the charity who is a member of a CCCL club, and will take place over the weekend of 24<sup>th</sup>/25<sup>th</sup> June.

Finally the now customary thanks to Gareth and Jess. Customary it may be but sincerely well deserved.