



MIDDLESEX COUNTY ARCHERY ASSOCIATION

ANNUAL GENERAL MEETING MINUTES



Date: 30.01.2025 - Time: 8pm

Zoom Link:

<https://us06web.zoom.us/j/88455757096?pwd=E9uTaNNDcccYHuSBmemKZO1jumZ4R.1>

Meeting ID: 884 5575 7096 Passcode: 398117

Venue: 171 Uxbridge Road, Hatch End, Middlesex, HA5 4EA

This meeting was a Hybrid. Both zoom and in-person.

1. Reading of the notice convening the meeting: Clubs were emailed with the notice for the Annual General Meeting.

2. **Officers & Committee Members Present:**

- Irene Lawrence – President
- Sailesh Shah – County Chairman
- Meera Shah – County Secretary
- George Pratt – County Treasurer
- Joyce Denny – County Indoor Officer
- Mark Shore – County Worcester League Officer
- Marc Christian – County Coaching Officer
- Peter Lawrence – Ordinary Member
- Molly Galloway - an ordinary Member not restanding.
- Noelle Burton – Ordinary Member

Club Members Present

- Keith Burton – BOH
- Eric Murray - BVA
- Steve Ellison – AGB and Laleham
- Kit Tang - BOH
- William (Ben) Smith - BOH

3. **Apologies for absence**

- a. Adam Miller – County Team Manager
- b. Tim Moores – County Clout Organiser
- c. Rob Pratt - County Short Metric League Officer
- d. Amanda Clement – Laleham Secretary

4. To receive and approve minutes from the AGM 30.01.24

The minutes were received and approved. Proposed: Peter Lawrence Seconded: Joyce Denny

5. Matters arising from the previous AGM Minutes

ACTION POINT: Minor changes to be made to the previous AGM minutes. I am unsure what the changes to the 2024 minutes were.

6. President's remarks (IRENE LAWRENCE)

MCAA – PRESIDENT'S REMARKS 2025: It has been an honour to serve over the last three-year term as President. At the Middlesex Open, it was my pleasure to award trophies and medals to successful archers across all disciplines and age groups, and great to see juniors coming along and to see more juniors joining local clubs. I have enjoyed the opportunities where I have been able to help at county shoots and at some other clubs, which I considered part of my President's role.

The President's trophy for 2024 was awarded to Tony Mitchell for his services, alongside Simeon Keenan, who faithfully ran our outdoor for many years at the Open County Championships. The trophy has already been returned to the MCAA Committee. As I said last year, we have not enjoyed the commitment of many club archers in recent years in the way that we had in my long history in County archery. However, I am glad that a study is now being done across Middx Clubs to see what archers would like from their County Association, and for identification of ways in which the everyday archer can contribute to the well-being of the work of Middx.

I am very glad to see that Eric Murray will be stepping into the President role, and I am sure he will be an encouraging President as my successor. There is scope for all archers to participate in committee roles or in small ways around the edges to lessen the burden on others. I am unable to stand for committee this year due to my course commitments, but I will hopefully do so again at some point in the future. My first appointment in the MCAA committee was way back in the 1970s when George Potts handed over to me the League Officer role – at that time Joyce, George & Rob were all serving–so when you see them now, like me, rapidly ageing, they are long-serving, ever-patient people who have given much over what seems like a lifetime.

Much work has taken place this year on various protocols, but in an age where I see more and more those who wish to shoot, not always available to go on the national tours, but are very good archers or up-and-coming starlets, let us not forget to include and encourage those. At a time when land becomes less and less available due to the demand for building houses. etc. Let us remember to keep all levels going as a real archery community and not put obstacles in the way of inclusion, whether that means thinking outside the “techy” box, or how to spot up-and-coming talent, who may not be seen attending the national circuit.

I am aware of the demise of etiquette on the shooting line to the detriment of proper practice, and have contacted AGB about this for the attention of coaching training and those who are judging. Let us all try to uphold some decent etiquette at the club level, so that when established or newer archers attend competitions, they will follow suitable etiquette for the benefit of all.

I would like to thank the Committee for their commitment, Simeon, as he steps down from Middlesex, for all his past endeavours, and to all those unseen folk who have been helpful around the edges – Thank you.

Do ask any questions about the points I have raised. I wish you all well.

Irene Lawrence/Outgoing Hon. President

7. MCAA CHAIRMAN'S REPORT:

Thank you to the committee for all their hard work all year round. I want to thank all the clubs that are supporting the county. As you all may be aware, due to my recent health, I have had to take a step back from certain responsibilities. But I am still keeping active within the County.

8. OFFICERS REPORT:

8a. MCAA Secretary's Report:

2024 - Over the past year, I would like to extend my heartfelt thanks to all clubs and MCAA committee members for their ongoing support. This year has posed challenges for me, as I have had a significant amount on my plate, particularly without the assistance of certain individuals, which has made things even more difficult.

I am grateful to all club secretaries for keeping me informed about changes. I have noticed that some clubs are responding to my emails more frequently, which is wonderful. It's encouraging to see clubs supporting shoots and promoting their activities.

Finally, I want to express my gratitude to the committee for their support throughout the year and for all the hard work involved in organising these events. I hope to see many of you on the shooting line sometime soon. Wishing you all a successful year ahead.

Meera Shah - MCAA Secretary

8b. Treasurer's Report:

The MCAA Main and Tournament accounts have been inspected; the Annual Statement of Accounts has been made available and distributed. The significant details are discussed below.

Middlesex County Archery Association					
Annual Balance of Accounts at 30th November 2024					
Moneys	2024	2023	Payments	2024	2023
	£	£		£	£
Chque in Hand	0.00	0.00	Affiliation paid to SCAS	2960.00	2905.00
Balance B/C (Current Account)	8867.19	4989.15	Coaching	0.00	0.00
Balance W/C (Deposit Account)	13426.33	19268.51	Purchase of Medals & Engraving	920.85	2450.00
Balance H/C (Tournament Account)	2.30	2.00	Miscellaneous items	0.00	115.00
Chque not presented (Prior Year)	0.00	0.00	Inter County Expenses	0.00	0.00
Total Brought Forward	£ 20,095.62	£ 20,388.65	County Seal	0.00	0.00
			Logistic Expenses	88.00	17.83
			Officers Expenses	141.98	503.08
			Payment for Bosses	0.00	0.00
			Purchase of Equipment	235.00	150.00
			County Tournaments	4851.20	5958.83
			Bank Charges	50.40	60.42
Receipts			Total Expenditure	(1)	£ 2,178.31
Total Affiliations received	3564.00	3871.00	Moneys	£ 9,287.45	£ 12,178.31
Coaching	0.00	0.00	Chque in Hand	0.00	0.00
County Leagues	459.50	271.35	Current Bank A/C	12259.28	8897.15
Income from County Tournaments	7313.00	6101.00	Deposit Bank A/C	13697.85	13426.33
Interest on Current & Deposit A/C's	258.52	157.82	Tournament Bank A/C (Dormant)	2.00	2.00
Sale of Equipment	0.00	0.00	Total moneys	£ 23,954.11	£ 20,095.62
Miscellaneous Items	48.00	0.00	Chque not yet presented	(3)	£ 1458.00
Total Receipts	£ 11,668.02	£ 10,501.17	Total Surplus	(1) - (3)	£ 22,466.11
Total Income	£ 21,783.54	£ 30,769.83	(1) + (4)	£ 31,783.54	£ 30,769.83
Notes:			Prescribed by Mr G.T.R. Pratt, Hon. Treasurer		
1) Affiliation paid to SCAS (inc Prior year)			Audited by... Mrs J. Denby Inspector		
2) SCAS prnt from Affiliation Fee	£ 1,458.00	£ 1,502.00			
3) Coaching fees identified held in main account	£ 2,158.00	£ 2,224.00			
	£ 542.00	£ 542.00			

As I indicated to the Committee, after some 32 years of service, I would like to stand down as Treasurer this year while I can still provide a smooth handover. I am more than willing to guide my replacement; I suggest a period of overlap so that County financial arrangements are not disturbed. I am willing to stand as an ordinary member of the Committee and am willing to continue to represent MCAA on the Regional Council if required.

The accounts continue to remain in a stable state, with no need presently to change our affiliation fees. 15 Clubs affiliated to Middlesex this year, Birkbeck University of London have lapsed this year, Hillingdon AC left MCAA, and Ruislip Bowmen closed as a club. John Lyon School has joined us since the last AGM. As a result, members affiliated with MCAA decreased slightly.

Year	Sen	Change	Jun	Change
2020	536	-31%	71	-57%
2021	514	-4%	60	-18%
2022	754	47%	93	55%
2023	831	10%	109	17%
2024	770	-7%	109	0%

I propose that Mrs Joyce Denny inspects our accounts for the 2024/25 year, and I seek a seconder for that nomination. Meera Shah seconded this.

Thank you, George, for all your hard work over the years. I wish good luck to our new treasurer, Kit Tang. All voted unanimously for Kit to be the next treasurer.

8c. Indoor Tournament Report for AGM 2025

The Indoor record status Tournament took place on 3rd and 4th February 2024 in 4 sessions. The Judges were Mark Davis,

Meera Shah and Adam Trott. Steve Vallis was unable to judge due to a family event, but he recruited Mark Davis in his place.

65 County archers and 55 visitors took part. 7 x 2nd rounds were shot. A waiting list was operated, and only one or two people who applied late were unable to take part.

The County Champions are:

Mens Recurve: Jonathan McCullough, Harrow and Adam Miller, Laleham, were the joint champions. The trophy has been given to Jon, and I will suggest that he hand it over halfway through the year to Adam.

Women's recurve: Sylwia Radomska, Harrow

Junior Men Recurve: No county recurve junior men took part

Junior Women Recurve: Charlotte S-C Cham, Harrow

Mens Compound: Jason White, Harrow

Junior Men Compound Luke Christian, Laleham

Junior Women, Compound Sara Zygmunt, Spelthorne

Men Longbow: Pete Price, Aquarius

Women's Longbow: Sandrine Esteban, Harrow

Men Barebow: Mark Shore, Laleham

Junior Men Barebow Noah Christian, Laleham

Women Barebow: Simran Panesar, Brent Valley

Teams:
Recurve: Harrow
Longbow: Harrow
Barebow: Laleham
Compound: Laleham

By targeting county archers with a separate email with the target list, help was requested, and people responded, so that there were sufficient helpers throughout the weekend. Thank you to everyone who helped. Great improvement from last year.

Financially, the shoot was also a positive event, making a surplus of around £600.

The 2025 Indoor tournament is full and will take place over the weekend of 1st/ 2nd February 2025. There is a waiting list, but it is being accommodated gradually due to withdrawals.

Joyce Denny - Indoor Tournament Officer.

8d. Outdoor Tournament Report:

In 2024, the outdoor event was well-attended but incurred a loss due to higher toilet hire and entry fees. Trophies were updated and distributed. The 2025 event will be held on 25–26 May at GOA, with judges booked and the venue set.

8e. County Clout Report:

No report was provided, but the clout in October 2024 did go ahead, as we had entries from archers who entered the Hertfordshire clout that got cancelled. Clout expenses were given.

8f. County Records Officer:

In 2025, we had 48 county records claimed and ratified, and all have been added to the website. These were from 5 clubs and 18 archers.

There are some issues with the claims form on the website, including the omission of all available rounds. These have been brought to the attention of the webmaster; hopefully, this will be rectified soon.

Due to a change in circumstances, I wish to formally step down from the role of Records Officer, effective as of the AGM. I will prepare to hand over to the next person voted into this role and wish them all the best.

Some certificates were awarded at the AGM, and the remaining certificates will be presented over the Middlesex County Indoor Championship weekend.

8g. County Team Manager Report:

Over the past year, I have tried to gather as much information as I could about how the team should be organised. An email was sent out to all clubs to see how much interest there was in joining the team and potentially starting some kind of training session, working closely with the County coaching team. The response was not encouraging. Out of all the clubs within the county, I only received 18 responses, most of which were from new archers.

Generally, most archers who responded wanted to improve their skill level, feeling that their clubs did not offer this. I think this is a separate issue that needs to be addressed. The idea was that archers who were already at a certain level would join the team and would be coached and helped to get to the next level of achievement. Not to coach archers who had only just joined, this should be part of a club's natural progression. I think we need to offer a more comprehensive archery improvement program, which would then lead to county team training sessions. This would help all archers and would help support clubs that might not have enough coaching resources.

Secondly, I have also attached a proposed team selection criteria that should be sent to all clubs and made available on the County website.

And lastly, I have also set up an Instagram account for the county; our social media / online presence needs to be improved, so all clubs should be encouraged to supply content/updates/stories /pictures that could be used to populate our social media platforms.

Adam Miller – County Team Manager

Comments were made by Eric Murray and Irene Lawrence that a lot of experienced archers emailed, but their emails got missed. We need to ask Adam what happened to the emails that were not seen.

ACTION POINT: Meera needs to send an email to clubs regarding the criteria Adam Miller has proposed for the county team selection.

8h County Short Metric League Officers Report: 30.1.25

Another very competitive season in the MCAA Short Metric League this year, with many individual high scores and close club matches. Five clubs joined in the competition, including Harefield Archery Club, Bowmen of Harrow, Aquarius Archery Club, Laleham Archery Club and Pinner Archers.

It was regretted that Harefield Archers withdrew from the league. Several clubs have also had difficulties in arranging matches due to ground availability or having insufficient archers to field a team. There have been a number of forfeited matches. In general, the clubs had good attendance and had the most enjoyable shoots. I would like to thank the hosts, Aquarius Archery Club, for hosting the Presentation Shoot this year, which was held on 29th September 2024.

Congratulations to Pinner Archers who won the Team Handicap Division, and Bowmen of Harrow, who won the Team Made Score Division. In the Barebow division, the Laleham Archery Club team came first. In the Longbow Division, Aquarius Archery Club came first.

Shields and Medals will be presented to the successful teams and highest scoring individuals for the season at the Presentation Shoot at Aquarius Archery Club on Sunday, 29th September 2024.

I attach a copy of the final League Tables for the season, showing team places in all divisions. A PDF will be available to download from the MCAA website on the Short Metric League page.

There were many score badges requested by archers during the season. Thank you to all the Clubs, their members who competed last season and also their club league officers who helped keep their club League events running smoothly.

I am looking forward to this year's competition and would encourage more clubs to enter the Short Metric League.

Regards,

Rob Pratt - MCAA – Short Metric League Officer

8i. County Worcester League Report:

I have served as the Worcester League Officer for five years and believe that it is now appropriate for me to step down; accordingly, I will not be seeking re-election this year. However, I would like to complete the 2024/25 league season before formally passing on my responsibilities, if feasible.

Regards,

Mark Shore – Worcester League Officer

We extend our sincere appreciation to Mark for his dedication and commitment to successfully managing the Worcester League.

ACTION POINT: We need to find someone to take over the Worcester league.

County Coaching Organiser:

In line with the MCAA's constitution, I formally step down from my post to allow the opportunity for other applications from individuals to take this position. In the initial period after taking the post, some technical issues hindered communication and the passing of information. I did not receive any handover information from the previous incumbent, who also did not assist in understanding the then-situation of coaching and coach support within the county.

As reported in March, the number of club coaches and renewals anticipated in the county was not ascertainable. I spoke with the AGB Regional Development Officer to reinforce the need for development assistance for the clubs and club support within the county. At the time of this report, I have not heard anything from any club or the RDO about the improvement of archery by the RDO in our county.

Senior Coach Steve Ellison contacted me to liaise and progress coaching renewals under the new AGB guidelines for CPD.

It was also in this period that AGB confirmed me as a coach developer. In Q2 of 2024, communication improved through access to the county email. I contacted the clubs directly to try to understand their coaches and the level they were licensed. The response was poor, and only a small number of clubs responded.

Access to Sport80 was reported as organised to perform searches for county-registered coaches; however, at the time of this report, it is not a working resource. During Q3, a free-to-coaches CPD event was held to assist coaches in gaining the necessary number of CPD points required by licensed coaches. The overall feedback on the presentation delivered by Steve Ellison was positive.

The specifics of CPD and renewals for coaches can be found on the AGB website:

(<https://archerygb.org/coaching/archery-gb-coaching/renew-your-archery-gb-coaching-licence>) and as confirmed by Senior Coach Steve Ellison:

“All L1/Session coaches now need CPD points to renew. This was brought in in late 2021/early 2022, but not drawn to the current coaches' attention, so L1S may not be aware of the requirement. If any are coming up for renewal this year and you weren't aware, start now”.

As a reminder and point of record, all licensed coaches wanting to renew will have to meet the CPD and safeguarding requirements listed by AGB and submit the completed paperwork for renewal to coach.renewals@middlesexarchery.org.uk.

Although the event was a success, the actual attendance was less than the initial response or the confirmed attendance suggested.

Also, during this time, AGB was contacted regarding a session coach, practical and assessment course being arranged for the Middlesex County area. There was no progress during this time due to the focus on Paris.

The Q4 period has been quiet from a coaching point of view. CPD confirmations were made for the CPD event in Q3.

The event carries 3 CPD points and can be used up to 3 years from the event date.

Additionally, in Q4, I reported that general communication about coaching between the clubs and the county remains poor. I also recorded the opinion that the county has lost the engagement and interest of the clubs within Middlesex.

The level of modern engagement with archers and clubs needs to change to support individuals' becoming archers. It's worth repeating what I mentioned in that report; it is not worth attributing blame, as this will resolve nothing.

However, without action and appropriate forward-looking leadership, the county's purpose and reason for being will continue to diminish and may ultimately cease to exist. The MCAA already has a poor reputation with AGB (lack of communication, feedback, and development contact).

Coaching Renewals

On face value, from the figures supplied by Steve Ellison, coaching numbers in the county continue to reduce. There have been four L1 coaches who have not renewed or upgraded. There have been five L2 renewals, an increase of 1 over 2020 renewals.

All renewals have been processed and returned on time with no significant issues. Steve also included the following graph to illustrate the year-on-year trends.

The attrition rate shows the effect on coaches when there isn't the proper support and development. Existing coaches are leaving coaching, and there is no clear pathway for new coaches to develop and gain their licenses. It is understandable why clubs are struggling for coaches and why we cannot develop archers to a suitably competitive level.

After further consideration, I will not be standing for office in 2025 following the AGM. I cannot bring to the county or its member clubs the answers or level of work I believe necessary to meet the improvements needed to deliver a prosperous and active group of county archery clubs.

I thank the county clubs and committee members for their support and wish the best for the future.

Molly Galloway asked if you do your CPD points in the first two years and nothing in the last year, is that ok? Yes, keep modernising.

ACTION POINT: We need to find a new County Coaching Organiser. Certificates were meant to be issued for this, but the coaches have not received anything. Meera is to find out what is happening with this.

8j. County Safeguarding Officer:

- A. Ongoing issues are being dealt with; nothing major to report.
- B. A safeguarding officer is still needed as Sailesh has many duties.
- C. Thanks to Sailesh for assisting with the issue; information will be handed over to the new Safeguarding Officer.

8k. Public Relations Officer

Certain updates have been implemented; however, not all website changes are complete.

ACTION POINT: Meera is seeking access to the website to facilitate timely updates independently, thereby reducing reliance on Tim.

End of all Officer Reports.

9. Election of Committee/ Officers:

Role	Name(s)	Proposed	Seconded	Duly Elected
President	Eric Murray	Was elected unanimously by all present at the AGM.		Elected
Chair	Sailesh Shah	Eric Murray	Peter Lawrence	Elected
Secretary	Meera Shah	Eric Murray	William Smith	Re-elected
Treasurer	Kit Tang	George Pratt	Sailesh Shah	Elected
County Team Manager	Adam Miller	Sailesh Shah	Joyce Denny	Elected
Records officer	William Smith	Irene Lawrence	Sailesh Shah and Mark Shore	Elected
County Coaching Organiser	Mark Quit			Vacant
County Outdoor Tournament Officer	Sailesh Shah and Noelle Burton	Eric Murray	George Pratt	Elected
County Indoor Tournament Officer	Joyce Denny	Irene Lawrence	Marc Chrisitan	Re-elected
Short Metric League Officer	Rob Pratt	Meera Shah	William Smith	Re-elected
Worcester League Officer	Mark shore will help to hand over to new elected officer.			Vacant
Safeguarding Officer	Irene Lawrence	Peter Lawrence	Mark Shore	Elected
Web Manager	Tim Moores for now until a new person comes forward			Re-elected
Ordinary Member 1	George Pratt	Irene Lawrence	Kit Tang	Elected
Ordinary Member 2	Peter Lawrence	Kit Tang	Joyce Denny	Elected

10. AOB:

a. Medals:

- i. The medal supplier that supplies medals for Richmond Was looked into and discussed. We were going to decide what medal supplier to use going forward.

b. Communications:

- ii. **Website and Committee Contacts:** A previous question regarding the inclusion of full contact details for committee members on the website has been addressed, which is a positive development.
- iii. **Club Representation at Committee Meetings: Proposal** - Invite at least one member from each club to committee meetings, or provide access to minutes, to allow them to raise questions or discuss concerns.
- iv. **Email Communications:** Please ensure that all email communications pertain strictly to Middlesex business. Keith Burton initially contacted Middlesex, but did not receive a response; it is possible that the response was lost in transit. We are committed to maintaining effective communication, like SCAS, where members participate in meetings.
- v. Currently, membership engagement is limited, as many clubs are not participating or responding. Although all ordinary members hold voting rights, increasing club representation remains a challenge, even with initiatives such as inviting representatives to attend meetings.
- vi. Efforts have been made to boost participation, including nominating club members for meeting attendance and encouraging broader involvement in committee activities. Despite these attempts, some members have found it difficult to engage their respective clubs, often due to limited interest unless tangible benefits are evident.
- vii. Regarding communications, our website requires updates; the constitution is outdated, and safeguarding policies are not currently displayed. We require a volunteer to oversee website maintenance. While offers of help have been received, no one has yet taken on this responsibility. Outsourcing to a professional web developer was proposed, as many clubs utilise templates to manage costs efficiently. This option will be discussed further, with cost estimates provided at the next committee meeting.
- viii. For event entries, there have been reported issues with email submissions. A reminder will be sent to clubs advising them to resubmit forms if confirmation has not been received.
- ix. Finally, committee members are encouraged to propose dates for future meetings and AGMs; this information will be communicated in due course. Thank you all for your contributions and continued commitment.

11. MCAA COMMITTEE MEETING DATES:

- **24/04/2025 at 7:30 pm on Zoom.**
- **05/06/2025 At 8 pm, In Person at Harrow Arts Centre.**
- **18/09/2025 at 7:30 pm on Zoom.**
- **20/11/2025 at 8 pm in person at Harrow Arts Centre.**

Meeting Adjourned at 21:41.

Meeting Minutes to be Approved by County Chairman

Signature: _____