



Bowmen of Rutland

Meeting on Wednesday 28th January 2026

19.30 via Teams

Present: James Williams, Chairman
Keith Johnson, Vice Chairman
Chrissie Mortlock, Secretary and Public Relations Officer
Debbie Hill, Treasurer and Minute Secretary
Colin Houghton, Junior & Disabled Representative
Dave Cook, Assistant Records
Matt Challinor, Coach Representative

Apologies: Charlie Haynes, Safeguarding Officer
Tom , Assistant Equipment Officer
Kate Goodwin, Deputy Safeguarding Officer
Peter Hunt, Social Media Representative

Welcome by the Chairman

James welcomed everyone and thanked them for joining the meeting. He welcomed Colin as a new member and Matt as a returning member.

Conflicts of Interest

Keith advised he was setting up a commercial business selling bow strings and said he was happy not to contribute to decisions on the purchase of strings. Chrissie is Chair of Laxton Village Hall, which may be used for workshops. No others were declared.

Approval of Minutes 10th December 2025

The minutes were approved. The minutes of 14th January will be presented for approval at the next meeting.

Matters Arising

All matters were included within the agenda. Janet, a previous member of the club, had lost her Bowmen of Rutland metal badge and was very upset about it. Chrissie managed to find one and sent this to Janet, along with some other items, who was delighted. Her family made a kind donation to the club.

Chairman's Update

James had nothing extra to report.

Treasurer's Update

Debbie advised the bank was quiet, with the indoor Hall hire being paid and shooting fees received. Debbie had passed the NatWest mandate change form to Charlie for him to complete and then pass to Chrissie for her signature before returning to the bank.

Secretary and PRO Update

Chrissie had received confirmation that Colin and Matt were happy for their e-mail addresses to be shared with the other committee members.

Provisional dates for meetings throughout the year were discussed and will be included in the minutes.

There were no change in club officers needing to be notified to AGB. Chrissie will let the County know that we are without a representative, although she will try to cover this when meetings are online and she is able.

Annual General Meeting

James thought that the meeting had gone very well. It was good that we were well over the quorate number of 18 (25 online), with the formal aspect taking just over an hour to complete.

Colin noted how large the turnover of club members was during a year. Chrissie agreed, which is why the taster sessions and beginners' courses are so important.

County and Regional Fee Collection

The meeting was rather challenging; however, it was generally agreed that it would be a good to trial County fees being collected via Sport 80. There will be an EGM at the end of February to ratify this.

Safeguarding/Welfare Officer Update

Charlie had submitted a report saying nothing had been reported to him. He attended a Welfare Officer event yesterday evening organised by East Midlands Sport Welfare.

New Ground Update

Charlie had called Tom Runcorn, the architect, who in turn had contacted the Uppingham Town clerk regarding public consultations on the plans. He will attend the next meeting 4th February.

We still haven't received a signed copy of the lease from The Club Company.

Archery GB and Midlands Update

Nothing to report.

Dates

Chrissie advised she was being asked for dates for the March taster session. It was agreed that this would take place on 14th March when volunteers were available, with

coaching on 21st. Charlie and Chrissie are attending an On-Target meeting on 7th March.

Dates for Workshops were discussed with Saturday afternoon being proposed for the sessions. The first will cover recurve/barebow basic set up and will take place on 21st March at 2pm at Laxton Village Hall covering brace height, centre shot, tiller and limb alignment. There will be a charge of £4 per person (juniors free) to help cover hall hire cost, with booking essential for up to 10 people.

Juniors

Chrissie will send an introduction to the parents of juniors to introduce Colin as the new Junior and Disabled representative. Colin proposed to hold these on the 2nd Saturday of each month. Chrissie offered to assist where possible, and James confirmed if resources were required, he should advise the committee.

Social Media

Peter needs to be made the Administrator of the account. Matt will sort this for Peter.

Greetham Ground and Maintenance

Bosses: Small team required to maintain these over the outdoor season

Mowing: Again, small team required to assist. We were lucky last year with the dry weather that far fewer cuts were required. Dave will continue to advise members when cuts have taken place by the volunteers.

Any Other Business

Matt uses Google Workspace and they have a version for non-for-profit organisations. This enables forms to be sent out to beginners' course participants, which would then populate a spreadsheet that everyone can access, which could then perhaps be used for bow hire requirements, etc. A Super administrator required, and access can be restricted. Fully GDPR compliant and would enable all documents to be centralised. Integrates with MailChimp.

Would need to be registered with HMRC as a Community Amateur Sports Club / non-for-profit organisation (look into this). The basic tier product is free of charge. All agreed it would be good to try this out. Matt will find out more details at his meeting later this week.

Access via app or browser, can open excel files but then convert to a google sheet. Multiple people can update the same spreadsheet, with a full audit log and traceability.

Chrissie had heard from Wiles Lodge, who wanted Tuesday/Wednesday mornings. However, they would require at least one qualified coach, but volunteers are not available at that time.

Chrissie raised the issue that we have no equipment officer at present. Matt and James offered to assist where they could, and it was hoped that Tom could start to fletch beginners' arrows, check bow hire kit, etc.

Dave asked if the committee details would require updating on the website. Chrissie requested everyone check what is currently there to see if they would like it updating.

The meeting closed at 9.05pm

Date of next teams meeting: Wednesday 25th February

Proposed future team dates:

- Wednesday 11th March
- Wednesday 15th April
- Wednesday 13th May
- Wednesday 17th June
- Wednesday 15th July
- Wednesday 12th August
- Wednesday 9th September
- Wednesday 14th October
- Wednesday 11th November
- Wednesday 9th December
- Wednesday 13th January pre-AGM

Friday 22nd January AGM