

PLD 1	<p>The Development Plan is appropriate and has some key actions to work towards I would like to see some medium and long term goals included in the plan as well which was discussed with the Club and is something they will be looking at incorporating</p> <p><i>Action Point - Review the current plan and make updates ref current points; determine medium and long term plans that suit the Club and document them...</i></p>
PLD 2	<p>Club has all the appropriate policies which are reviewed and updated regularly as well as new policies added as and when needed</p>
PLD 3	<p>The Club has all the required insurance in place and are aware of their spending and are ensuring that the Club is sustainable for the future as well as having funds for any emergency</p>
PLD 4	<p>The Club has clear procedures in place for any purchases which ensures the Club's financial position cannot be put at risk Accounts and financial updates are regularly given to the committee so that the Club is able to monitor their position</p>
PLD 5	<p>The Club has a committed and productive committee with no conflicts of interest There is an open process if anyone wishes to join the committee (it was discussed at the site visit to ensure people are aware of how they do this) It was also noted that the Club has amalgamated the Secretary and Welfare Officer role into an Administrator role It was advised the Welfare Officer role stays a separate one so that it is clear who the person is It was also noted that although Welfare is discussed at each committee meeting, in future meetings the Club Welfare Officer report is a specific agenda item</p> <p><i>Action Point - Consider any additionally required and/or beneficial Gen Comm members and approach as required; Split job roles out as required in Fixture Card 2019; Ensure that future Gen Comm minutes show when NO report is given for a noted agenda point...</i></p>
WA1	<p>The Club has a varied offer of membership rates to different people These are very clear and easy to understand Every new member received a 'fixture card' which includes everything they need to know including Club contacts, fixtures, membership details and codes of conduct etc</p>

	The Club also publicise themselves and activities to the wider community
WA2	<p>The Club regularly communicates with its members and the wider community through newspaper articles, posters and flyers as well as email</p> <p>Members are canvassed for their opinions on a range of issues</p> <p>It was discussed in the meeting to use 'Survey Monkey' or 'Google Drive' to make it more user friendly and easier for the Club to collate results</p> <p>Action Point - Use these online tools to ensure that members can contribute to improvement of the Club's processes and operations as and when the opportunity arises...</p>
WA3	<p>The Club have ensured their facilities are welcoming and of an appropriate standard</p> <p>The facilities are used by the Club as well as other local groups and the Club ensures all receive a warm and friendly welcome</p>
WA4	<p>The Club has a comprehensive code of conduct as well as a number of policies in place for a range of activities etc</p> <p>Members all receive a copy of the code of conduct and are made aware of it, as well as being able to access Club policies if required</p>
WA5	<p>The Club engages with the local community well and has some strong links in place</p> <p>They use the local school for training and also promoting the Club as well as having external groups using their facilities</p>
IDO1	<p>The Club regularly communicates with its players</p> <p>Two examples are finding the best training time for the women's section and reviewing the end of season dinner</p> <p>It was discussed how to make it easy for the Club and the players to use survey applications rather than via email</p> <p>This will also enable them to collect more information about other Club activities</p> <p>Action Point - See WA2; it is more effective to use the given online applications than to create an e-mail trail - easier to analyse too...</p>
IDO2	<p>The Club use resources (iCoach cricket) to develop their sessions plans and their overall coaching plans and then tailor them to their players</p> <p>They also nominate their better players for district/county programmes as well as a clear progression from junior to senior cricket within</p>

	the Club
IDO3	<p>The Club has a wide range of fixtures and formats for all players (seniors and juniors)</p> <p>These are all detailed in the fixture book</p> <p>The formats range from Saturday league cricket to friendly games to 20 over matches with players playing the appropriate format for them</p>
IDO4	<p>The Club has an annual coaching plan as well as individual session plans</p> <p>A number of qualified coaches at the Club are part of the planning and delivery of the sessions both over the winter and during the summer</p> <p>It has been advised that the Club look to qualify another Level 2 coach over the winter to help with providing excellent coaching</p> <p>The Club also have a number of adult volunteers helping who all have the appropriate DBS check</p> <p>The Club have registers for each session and keeps these records up to date</p> <p>Action Point - Ensure that all outstanding online DBS applications are completed ASAP and logged and determine the best pathway to train and embed Level 2 Coaches within the Club for 2019 and beyond... SCB to be asked for a post-season to get this set up for close season 2018-2019...</p>
IDO5	<p>The Club have linked up with the SCB to provide women's cricket</p> <p>This has been heavily publicised in the local area as well</p> <p>The Club also offer a number of junior teams where boys and girls are able to play together as well as having a thriving All Stars section</p>
EEPM1	<p>The Club have membership forms for both seniors and juniors</p> <p>This information is put into spreadsheets and given to the relevant people</p> <p>All information is destroyed at the end of the year</p> <p>The Club only holds information that they require and do not disseminate this to anyone who doesn't need to see it</p>
EEPM2	<p>The Club's Welfare Officer is clearly signposted in the Clubhouse and has all the relevant qualifications and training</p> <p>If he was not available when needed the Club has a process in place to deal with this</p> <p>The Club have also adopted the Safe Hands policy</p>

	<p>The coaches, volunteers and appropriate Club officials all have the appropriate qualifications in place</p> <p>There are a couple who are currently going through DBS checks and will be updated as soon as they have received their paperwork</p> <p>Action Point - Ensure that all outstanding online DBS applications are completed ASAP and logged</p>
EEPM3	<p>The Club have risk assessments for each venue that they use</p> <p>These are overriding risk assessments that cover the venue for the entirety of the coaching</p> <p>The coaches will then do a check each week to ensure the facilities and equipment are safe as well as players wearing appropriate clothing and protective equipment etc. for the activity taking place</p> <p>The Club has first aid kits in the Clubhouse for use if needed</p> <p>It was discussed that a first aid kit should be taken to each away game (juniors and seniors) so as not to rely on the home Club having a suitable one</p> <p>This was agreed by the Club and something they will be putting into place shortly</p> <p>Action Point - Create a small portable First Aid Kit and dispense this as required for the kind of games referred to...</p>