

GVA Committee Meeting Action Log

Date	Topic	Owner	Action	Due Date	Status
May-24	Range	CW	To build three "Thunderbird" style stands cost £100 each	Mar-25	One done two to go
May-24	Safeguarding	RC	Risk Assessment Update – needs to be signed off after comments provided by RC	Mar-25	Ongoing
Nov-24	Range	SW/JD	Meeting agreed to extend the Grid & Gravel shooting pegs across the main range at a cost of circa £300	Mar-25	In progress
Nov-24	Records	JB	It was agreed to establish Club Records would be developed and hosted on the club website.	Mar-25	Design Developed
Nov-24	Safeguarding	TG	It was suggested that AC General Rep may require this. TG to check.	Mar-25	Ongoing
Jan-25	AOB	TB, SL, CW	Dog Policy	Mar-25	Ongoing
Jan-25	Training	CP	Update website coaching section	Mar-25	ongoing
Jan-25	One drive aces	RC	To structure files into 1 group and change passwords	Mar-25	Ongoing
Jan-25	Club Development	TB & SP	To send out a questionnaire referring to ideas for any kind of development.	Mar-25	Ongoing
Jan-25	Equipment	MF	34,36- and 38-inch arrows to bring their stock up to 30 of each length. It was further suggested that we get these in two different spin stiffness to cater for 18- and 12-pound draw weight bows.	Mar-25	Ongoing
Feb-25	Welfare	SL	Audible devices to be used added into the newsletter	Mar-25	New
Feb-25	Welfare	TB	Purchase new 'squeezey' whistles	Mar-25	New
Feb-25	Welfare	RC & SL	To review code of conduct & range rules policy.	Mar-25	New
Feb-25	Welfare	TO	Adding Risk Assessment matrix online.	Mar-25	New
Feb-25	Training	CP	Send out another call to aid for volunteers.	Mar-25	New
Feb-25	Training	TO	Add to website about taster sessions not happening.	Mar-25	New
Feb-25	Records	TB, JB, TO, SL	To make changes regarding opt in/out.	Mar-25	New
Feb-25	Finances	RC	Update bank details to include SL & SP and replace old chairman.	Mar-25	New
Feb-25	Finances	RC	standardised payment date from next financial year	Mar-25	New
Feb-25	Events	SL	To follow up offer of a burger van	Mar-25	New
Feb-25	AOB	SL	Adding advice into the newsletter about behaviour and	Mar-25	New
Feb-25	AOB	SL, RC, TO, TB	Review newsletters before publication	Mar-25	New
Feb-25	AOB	TB	Put first aider list in the shed.	Mar-25	New
Feb-25	Membership	TO	To change our status on the website as CASC registration complete.	Mar-25	New