



MEMORANDUM

TO :: Lee, Gary, Cyril, Ben.  
FROM :: Chairman  
SUBJECT :: Flint Tournament  
Date :: Monday, 25 December 2023



*CHRIS FLINT JUNIOR OPEN CHAMPIONSHIPS :: 2<sup>nd</sup>/3<sup>rd</sup> MARCH 2024*

*There is just a smidgeon over 4 weeks before the above tournament: I am concerned that if we do not move swiftly we could end up with egg on our collective faces; therefore, as I have no experience in events like this I would pose the following questions etc.*

- 1. We should advertise the event immediately, but to whom do we direct or aim the Advert? Other Clubs, County Associations? Etc*
- 2. Bearing in mind the timescale the closing date for entries should be no later than 1st February 2024.*
- 3. At what rate should we set the entry fee ? [£10 just to cover costs of cotton tee shirts?]*
- 4. Do we have an example of an entry form which we could copy?*
- 5. What colour tee shirt? What lettering? [Supply could be three weeks !]*
- 6. Awards or prize. I believe that Annette has procured a cup but I don't know if it has been engraved or not. Should we produce decent certificates and/or small replica cups?*
- 7. Should we provide cash prizes or vouchers? Cash prizes of say £50 per category should be simpler but are there rules governing giving cash prizes?*
- 8. What categories ? Under 18; U15; U12 for both boys & girls?*
- 9. We should seek a good number of volunteers for all sorts of Tasks.*
- 10. First of all, the Rugby Club has full programme of matches on both days; this will require people to volunteer as Car Park Stewards, particularly on the 3<sup>rd</sup>.*
- 11. Organisation on the days will call for volunteers to carry out "Registration/Reception" duties.*
- 12. Quality markers/referee for the matches. Have we got enough one spot or blue balls?*
- 13. What sort of hospitality/refreshments should we provide? Free or at cost to everyone?*