



TAMESIDE SPORT & PHYSICAL
ACTIVITY NETWORK
AFFILIATE MEMBER 2021-2022

Registered Charity 1179794

Aldwinians Rugby Union Football Club

Audenshaw Park, Droylsden Road, Audenshaw, Manchester M34 5SN
0161 301 1001: info@aldwinians.co.uk : www.aldwinians.co.uk

Committee meeting Wednesday 9th November 2022

Meeting started 8:05pm

Present:

Trustees: Kevin Tuner-Hague (Chairman) [KTH], Dan Hardy (Secretary) [DH], Gus Grimley (Treasurer) [GG], Lee Bradley (President) [LB], Ian Wilson [IW], Katy Davies [KD], Paul Lyons [PL], Robert Palmer [RP], Stephen Marrow [SM]

1. Apologies for absence

None

2. Minutes from last meeting

Accepted as accurate.

3. Correspondence

DH reported that a complaint had been received by KTH regarding the actions of a member who has been telling people that we (as a club), and KTH personally, had breached Conflict of Interest, specifically regarding the recent installation of the CCTV system. KTH further outlined his reasons for needing to put the complaint in writing to the meeting, stating that these accusations were putting significant potential of risk on himself personally, the charity, and the club as viewed by Lancashire RFU, and that the danger this represented could not be ignored. There followed a significant discussion in which the meeting considered actions available, including reference to the club's discipline policy, the constitution, and legal action. There was agreement that these statements amounted to defamation of KTH, the Charity and the club. There was a general expression of anger and regret that this member had chosen to make such statements given their history with the club. It was unanimously agreed for the Secretary to write to the member requesting them to refrain from making any further comments of this nature and, to note that if further comments were reported, then the Trustees would consider taking legal action.

4. Safeguarding

IW reported that there had been a meeting with C Baker [CB, Lancashire Safeguarding Lead] that was very successful. CB had been introduced to the 2 new volunteers to the roles of Safeguarding Officer, Katie Whittaker [KW], and Assistant Safeguarding Officer, Claire Daly [CD]. Both are well qualified for the job; KW is a social worker who regularly deals with Child in Need cases, and Claire is a Nurse – CD having assisted in



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saving the lives of 2 people at the club; 1 last week at the firework's night, and a child at training 4 years ago.

IW also stated that he was concerned about issues being caused by [Redacted], with there having been less than 24 hours between B Rigby resigning his CSO post, and messages from CB at Lancashire. KTH reported that the subsequent Zoom meeting with CB two weeks ago was very positive. KTH also stated that we must support these new safeguarding officers as much as possible, the meeting wholeheartedly agreed.

5. Conflicts of interest

None for this meeting.

6. Financial report [email sent prior to meeting reproduced below – meeting comments added at the end]

Please find below this month's Treasurers report.

The transaction log is as follows:

[Redacted]

Nothing major to report this month in terms of transactions. We would have been up by around £3,700 this month in terms of money in and out but we had to buy a new fryer for the kitchen.

- However further to my email last week, I do want to mention the overall bank balance.
 - As of today 8th November the balance is [Redacted], which is the lowest its been all year.
 - Now yes, we do have the fireworks money coming back in to cover some of the payments we have made which initial estimates are its around £19,000, but I want to raise caution on spending for a while.
 - As if today the TC Bank account is showing [Redacted]

Barclays Banks:

- We have no closed down one of the very old accounts that was only there as a temporary measure, has now been closed.
- This leaves the account we pay the BBL. loan through and the loan accounts itself. I have now got signatory powers on both but I have not yet received my "authorisation cards" which means I cannot access/register for online banking. I have phoned them 3-4 times but other priorities have taken over, in the past few weeks
- Finally I have re-sent the "Organisational details" again for a third time. This time I sent them recorded delivery and after check the post office website have had confirmation it was delivered on 31st October @ 10:27am.



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- Having checked the TC Nat west account we made the last payment to the BBL account on 17th October 2022, so we are still paying in

Coaches HMRC forms

- Today I have received the HMRC form from [Redacted], and I already had one from [Redacted] sent on 3rd November.
- Both say “we need to pay their earning in full, without deducting income Tax and NI contributions”
 - This means that as far as we are concerned [Redacted] and [Redacted] are “Self Employed” and as such they need to do their own tax returns.
 - I have signed “New supplier Forms” from both showing they understand they need to pay their own tax and NI contributions where necessary.
 - I will forward these onto Mark Bates, and asked a couple of questions which I will explain in our meeting tomorrow.

Purchase Orders

- I would like to raise these again. Whilst some people are using them they are not always using them and certainly not in the correct order. The process should be:
 1. You request the power to purchase something from the Charity (if you are given power then great)
 2. You then get a QUOTE from your preferred supplier, or you give me the costs from what you have worked out online
 3. You complete a PO (attached for everyone’s records), and get it authorised and signed by me
 4. I will then give you a PO Number.
 5. ONLY THEN!!! Do you order what you need, and you can then ask the supplier to quote the PO Number on their invoice, making it easier for me to pay it without checking
- The only exceptions to this as the day to day bits Tiny buys for maintenance of the club.
- I am still getting payment requests from people I have never spoken to and about things I have no idea we had agreed

7. Trading Company report

Nothing had been received prior to the meeting.

8. Membership Report

DH stated that there was nothing significant to report in terms of membership sign-up or cancellation for this month.

SM reported that LoveAdmin have received the London-Zurich information for direct



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debits. LoveAdmin are building a shop, and SM will message when that has been completed.

9. **Rugby Report** [email sent prior to meeting reproduced below – meeting comments added at the end]

9.1 Senior Rugby Report

DH read the report received by email to the meeting:

An upturn in results for the first team with excellent home wins against Southport and Warrington (2nd in table) with away loses at Tarleton and West Park. The later seeing the abandonment of the game and RM and other members needing to attend the county disciplinary hearing on 10th November via Zoom.

RM has made an official complaint to the league chairman regarding the West Park game and their inability to have a replacement front row. Brian will let me know on the outcome of the appeal.

2's- RM has had to address issues of the lack of 2nd team players at training. The move to the astro-turf has helped this with those with kids saying the 8pm start has helped and perhaps not getting muddy!

3's- outstanding numbers with new players now being signed up on memberships and players who have cancelled DD's being told to re-sign up or not play.

Colts- continue to train on Thursday nights with the seniors where possible then have split to do their team runs. Andy Coxhill, Cleggy and Rhys Glover have helped coach the team alongside Gordon.

RM has invited 3 colts players to join the senior squad training.

There was some discussion regarding the incident at West Park where both clubs have been cited to appear before a disciplinary panel at Lancashire the day after this meeting. DH outlined to the meeting that the game had been abandoned with 4 minutes still to play following a fracas. There was discussion regarding the discipline level at the club this season and how we need to ensure that there are as few incidents as possible; RM has already spoken to the senior players.

GG asked if there was anything we needed to fill-in for any U18s using the pitches to train at Droylsden Academy, as GG has been asked previously for names of coaches and copies of their DBS certificates etc. RP will sort this.

PL asked for clarification of our current win/loss ratio; we have lost 4 and won 3. There followed some discussion about the lack of consistency compared to last season, and some of the excuses players have put forward for missing games this season led to the meeting questioning the commitment of some players to 1st XV rugby, and whether some feel too comfortable that their places in the team are secure no matter what reason they give for missing games.



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9.2 Ladies and Girls Report

KD reported that the Ladies 1st team would rather go to a match than to a baby shower, and that numbers coming down to training and games currently is increasing.

9.3 Mixed Ability Report

PL reported that we are trying to get more players from Lancashire, as well as more funding. PL and RM have spoken to Joel and Andy Dwyer at Tameside about them running some sessions here, which they are looking to do. Ideally more numbers are needed to run full sessions.

There is a mixed-ability game at the club on Sunday 27th November, 2pm kick-off. DH congratulated PL on the work he is doing, and the successes, with the mixed-ability rugby.

9.4 Mini and Junior Report

DH read the report received by email to the meeting:

New training schedule and locations from Friday 11th November)

Males

U16's and U15's - Wednesday night 7.30-8.30pm Club (as long as the pitches are fit) - No Friday night training for these age groups, evening if Wednesday doesn't go ahead.

U14's - Friday night at the club 6-7pm

U7-U13 – Friday night 6-7pm At Droylsden

Females

U16's and U14's - Wednesday night 6.30-7.30 at the club

U12 girls – Friday night at Droylsden 6-7pm once permission has been granted by the RFU

Pitches

RFJ will ring the booking company tomorrow to cancel Thursday night session and the 7-8pm slot on a Friday night, saving the club IRO £1000.

Floodlights

We desperately need a decision on what we are going to do with them. Lights currently dangerous to train under.

Recruitment

Continuing to work with the local schools to push the club with Sale Sharks and Dave Taylor. We managed to get some recruits from the tag festival we hosted at the club in October.

RFU Coaching course – November 27th

In contact with Delta Williams (RFU). I think I am going to ask Mike Marrow to organise games away from the club where possible. The outline for the day looks like this (below)



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and I feel there would be too much disruption asking them to move from the blue room to the function room and back etc. Plus, the projector is difficult to use in the blue room (I think)

Schedule

8am > 10am: Indoors

10am > 1pm: Outdoors

1pm > 1.30pm – Lunch (indoors)

1.30pm > 2pm: Indoors

2pm > 4pm: Outdoors

4pm > 4.30pm: Indoors

Do we get one of the ladies in to offer tea/coffee/biscuits? Puts us on the map as outstanding hosts? More fodder for the grant bids etc?

It was agreed to offer free tea and coffee, and a bacon-buttie, to the coaching course attendees. RJ to be instructed to liaise with Jayne.

PL asked about the U12 girls playing down, and whether RJ has spoken to the coaches about this. It was agreed that RJ needs to speak to PL.

10. Matters Arising:

a. Vice president

KTH stated that he had previously been VP for a year, and that LB cannot cover all matches. With this in mind KTH proposed that we re-introduce the position with the view that the Vice-President becomes the President at the next changeover of term. This was unanimously agreed.

There was discussion around which members should be considered for the role. It was agreed for KTH to approach C Rushworth to see if he is interested.

b. Deep Fryer installation

The fryer has now been ordered with installation due in mid-December from Nisbetts. It has become apparent from the tendering process, that we are currently non-compliant from gas-safe point of view. We had received 2 quotes; 1 from LGS (via Dean Benson), and one from Dawn Vale (who have done some appliances for us previously). There was a big difference, £2k, in prices with the higher quote being £4.3k. We have gone with the cheaper quote. There followed some discussion about the amount that has been spent and the danger of running our accounts down further, though RP stated that we have spent more in the last 3 years because we have had years of neglect on the club infrastructure and we have had to invest. The decision to take the cheaper quote for fryer installation was agreed unanimously.

c. Fireworks debrief

It was agreed there was no reason to talk this through now as there was a new WhatsApp group created for it today, with a view to having a full debrief meeting soon. It was agreed that there was a lot of work done, but by too few people, and that we really need



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more volunteers. There were also comments regarding the fees we charge the fairground, as it was felt that they made a very large profit.

d. Canva tool

SM asked if we could subscribe to this website for making videos and other media. There is a fee of around £10pm. Unanimously agreed.

e. Ladies facilities in changing area

LB stated that we need sanitary bins in the ladies changing rooms. Our contract with PHS runs until June, so we need to find some other measure for the remainder of this season. After some discussion about the need to try and get 2 spare bins and how these might be emptied, KD agreed to move 2 from the toilets on game days.

f. Asbestos removal

KTH has gone back to Insulate asking for an amended price for them to bag it up and for us to carry out the disposal.

PL has put in some bids for funding, but won't find out until 24th January. KTH stated that the boilers need a service (was due 1st November) and that the asbestos needs to be removed before 24th January.

RP will send a list of companies that deal with asbestos removal to KTH for more quotes.

g. Floodlights

LB stated that we need LED. KTH has received 2 quotes; one to replace 5 heads with new for £1.5k, and another to replace all with LEDs and run from our 415V supply for £6k.

There followed discussion about whether we need to spend money now, or whether we can save and get the full replacement next year. Arguments included the fact that many are now training elsewhere, countered by the idea that using the 2nd team pitch for all floodlit training means we will end up with no game on a Saturday and lost bar income. To end the discussion it was proposed that we try and fix what we have, and if we cannot, then we spend the money now to get it done. Agreed unanimously.

h. Barry Ross's Wake

KTH spoke to the family, the wake will be held at the club on Tuesday (15th November). We will pay for the buffet, as previously agreed. Expecting approximately 170 guests. Jayne is going to get some red and white balloons, and a rugby-ball floral tribute for the buffet. All agreed this was the right thing for the club to do.

AOB

- Laundry Costs – RP stated that these are increasing and wanted to raise the idea of giving kits to M&J teams for them to wash their own, or for the manager to organise it within the team. There followed discussion with some agreement and disagreement; concerns included kids not bringing kit to games, and those that start later in the season not having the same kit as others. It was noted that costs



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are about £700 pm, with the last few months being £1,400 pm.

It was agreed that full costs need to be put together in a proposal for this to be discussed further.

- Claire Daly Recognition – IW wanted to formally recognise the work that CD had done in saving the life of an attendee at the fireworks. All at the meeting were extremely grateful for CD's efforts. There was discussion around what would be an appropriate recognition. IW to organise.
- Club roles requiring volunteers – DH stated that we are short of volunteers for various roles in the club, and our current approach is not attracting people to help out; the recent incident with the CSO being an example of how precarious the future of the club can be without volunteers in role. DH suggested that we hold an extraordinary general meeting, enticing members to come with offer of a free drink and pie, with the purpose of encouraging members to volunteer. Given how close we are to Christmas, it was proposed that we look to hold a meeting in late January/early February. The proposal was agreed with a suggested date of 27th January.
- Women's Rugby Final on TV – SM asked if we were going to open the club on Saturday morning for people to come and watch this final. It was felt that there was not likely to be enough demand from members for this event as it was on terrestrial TV and we would not be able to open the bar. It was noted that we have paid for Amazon Prime to show all of the autumn international series and that we need to promote that.
- GG apologised for not being present at the firework evening due to personal issues.
- Roof repairs – KTH reported that the 3rd party contributions needed to meet the funding requirements had been met. We have prices from Phil Andrews, Chris Young and Young's. We will be looking at a full replacement, including gutters, downpipes, fascias and soffits. We previously agreed to go for pressed steel – there followed a long discussion around this and whether we might be better going for another option. To end this discussion it was agreed that RP would send a list of roofers to KTH to fully quote for the works.

Meeting closed 22:09

Next meeting 14th December 2022.