



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
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Committee meeting Wednesday 12th April 2023

Meeting started 8:00pm

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]

Guests:

Mark Norton [MN], Yvonne McGuire [YM]

1. Apologies for absence

None.

2. Minutes from last meeting

Accepted as accurate.

3. Correspondence

Nothing of consequence; various administrative emails that SM or DH have dealt with.

4. Safeguarding

IW reported on two incidents that had been reported recently. One was resolved by speaking with the coaches of one of the M&J teams. The other incident was of a more significant nature and had been handled well by the club's CSO; all aspects have been recorded and reported to C Baker (Lancashire CSO). DH to check with the CSO about ability to keep records securely on the club's drive.

IW further reported that both our new CSOs are very much getting involved and are being proactive, which is fantastic.

5. Conflicts of interest

Minor discussion about the Aldwinian of the Year award, with all agreed that with no monetary benefit all present were able to discuss and vote on this.

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



Aldwinians Rugby Union Football Club

Hi all,

Please note I have copied Mark Norton into this months report as I will try and summarise the year end figures for 2022-23 as they stand at the minute.

1. Transaction Log

This months report will focus on the profit and loss reports that we have so far for the past financial year. They are both attached to this email. The highlights of which are as follows:

- a. As its own entity without the bar takings the CIO made a profit of just over £6,000 on the year.
- b. This is primarily made up membership fees, just over £2,800 in donations received this year and £11,500 from the fireworks event.
- c. We also received just over £13,600 in grants this year thanks to the tireless efforts of those involved in fund raising.

I think both of these figures show a massive improvement for the club and we owe a big thank you to the hard work of several volunteers when it comes to membership and most of all to our members for their continued support of the club.

- d. However, when we take into account the trading company and the figures they have produced. The figures for the club as a whole change dramatically.
- e. The TC on its own made a profit of just over £31,000. However, they will, as agreed, donate roughly £28,500 to the CIO and declare a profit of just over £1,500 for the year
- f. The CIO will then in turn show a profit of just over £34,500 for the year. I think is a fantastic result for the club at a time when so many other clubs are folding.

Hopefully we can continue to build on a really strong year and look to invest some of our money into what is a depreciating asset (namely the house and grounds) to secure our future form many more years to come.

2. Bank Balances (as of 11th April @ 21:25)

- a. Aldwinians CIO = £[Redacted]
- b. Aldwinians TC = £[Redacted]

Please note the £28,500 donation from the TC to the CIO has yet to be transferred. This will be done once final accounts are verified.



Aldwinians Rugby Union Football Club

- c. Barclays Account = £[Redacted]
- d. Barclays Bounceback Loan = - £[Redacted]

3. Charity Claim Forms

- a. The data was only recorded from start of October 2022 to end of January 2023 but total spend was £635.70 (Roughly £159 per month)
- b. This did include £316 in expenses though so the spend on beer was closer to £319 in total (£80 per month)
- c. From 1st February 2023 to date I have received form amounting to £170.10 (Roughly £85 per month)
- d. These figures would assume that with normal matches at home we spend on average £1,020 per year on players after match beers. A small amount when taken into consideration.

4. Other points to raise

- a. Firstly as Paul Lyons has announced his intention to step down as a trustee at this years AGM, as the current treasurer I would like to thank him for all the help and support he gave me when I took up the role and the back up that he has given when needed. He also played no small part in getting the new structure set up when Chris Rushworth was treasurer so thank you!
- b. I know we are looking at the club flood lights and I believe several people are working on that as we speak. Could I ask where that is up to?
- c. Also we need an immediate upgrade and investment on the current TV and projectors before the rugby world cup starts this year. I am fully aware that we have a detailed digital strategy but these TV's need an interim upgrade now, and as Treasurer I would like to add that I think we need to do it soon and that we have the money to do so.

Regards

Gus

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CIO Profit & Loss sheet



Aldwinians Rugby Union Football Club

Aldwinians Rugby Union Football Club (CIO)
 Profit And Loss Account
 From 1/11/22 to 31/1/23 and from 1/2/22 to 31/1/23

		Period		Year
		£		£
Subscriptions	Membership	17,448	69,034	
		17,448	69,034	69,034
Income	Bonfire Night	11,446	11,446	
	Club shop sales	116	1,721	
	Donations	28,441	31,295	
	Grants	-	13,634	
	Lotto	772	3,120	
	Other operating income	-	7,905	
	Room hire	120	420	
	Sponsorship - Kit	5,000	7,750	
	Summer Camp	-	980	
	Ticket money	50	50	
	Unknown income	215	215	
		46,160	78,535	
Rental income	Bellway rental	-	1,600	
	Cabin rental	162	950	
	Road Rider rental	1,350	5,400	
	Robertsons rental	-	422	
		1,512	8,372	
Playing and Match cos	Cleaning changing rooms	(372)	(1,367)	
	Coaches	(5,524)	(21,338)	
	Coaching costs	(75)	(305)	
	Fines	-	(120)	
	Junior costs	(117)	(973)	
	Kit and equipment	(2,428)	(10,373)	
	Laundry	(2,285)	(5,751)	
	Referee	(90)	(1,398)	
	Sundry rugby costs	488	(1,041)	
	Training	(2,220)	(3,497)	
	Travel	(184)	(3,167)	
		(12,806)	(49,329)	
Establishment costs	Electricity	(1,762)	(7,511)	
	Gas	(216)	(1,023)	
	Ground maintenance	(508)	(11,771)	
	Insurance	(934)	(3,004)	
	Property repairs	-	(1,818)	
	Repairs and maintenance	(2,723)	(5,248)	
	Security	(278)	(900)	
	Waste disposal	(700)	(2,289)	
	Water charges	211	(3,193)	
		(6,909)	(36,757)	
Expenses	Accountancy fees	(150)	(1,451)	
	Advertising and PR	(108)	(1,136)	
	Bank loan interest	(308)	(1,091)	
	Bookkeeping	(180)	(630)	
	Card charges	(653)	(2,021)	
	Catering	-	(1,933)	
	Depreciation	(671)	(1,952)	
	Entertaining	-	(184)	



Aldwinians Rugby Union Football Club

Aldwinians Rugby Union Football Club (CIO)
 Profit And Loss Account
 From 1/11/22 to 31/1/23 and from 1/2/22 to 31/1/23

		Period	Year
Lease of equipment	(1,404)		(4,685)
Other legal and prof	(688)		(2,617)
Postage	-		(3)
Stationery and printing	(75)		(304)
Subscriptions	(157)		(249)
Sundry	(137)		(137)
Wages and salaries	(4,389)		(16,466)
Website	-		(371)
	(8,920)		(35,231)
Net profit	36,484		34,622

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GG emphasised that these figures need to be finalised; but the CIO has made a £6k profit, and the TC a £31k profit, of which there will be a £28.5k donation to the CIO.

It was agreed that this was amazing; and that everyone involved in the club deserves a well done, especially in view of rising costs and the continuing issues of other local clubs. £69k has come in from membership fees but it was agreed that the rising costs of the club still necessitate the rising of membership fees for next season as previously agreed.

Current balances are:

CIO £[Redacted]

TC £[Redacted] [with donation to CIO still to be transferred].

7. Trading Company report, MN

MN reported that the delays in the year end process were with CCM [accountants] due to a change of personnel, but they now have all the backups from Mark Bate and have submitted a few questions to GG. MN expects that everything will be complete in 3-4 weeks, and as we have 9 months to submit to HMRC, we will definitely have the accounts in on time this year. MN expects that by the AGM official accounts will be done and audited; due to the relevant sizes, the TC doesn't require auditing, but the CIO does, and this should cost in the region of £1,500 to £1,700.

There are 30 functions booked in from February to the end of April (10 a month), 15 booked in for May and 7 for June, so JG will be run off her feet.

Beer prices need to be looked at as costs are going up; in terms of total sales from 1st February to 19th March:

Guinness 1,400 pints sold, including 500 over the 6-nations promotion. Brief discussion, and agreement, that we should run that promotion for all internationals.

Camden has done 200 pints in 3 weeks; this is good compared to Holts which had 460



Aldwinians Rugby Union Football Club

smooth and 777 crystal in 6 months.

There was brief discussion about what can be done to ensure prices remain as low as possible for members, with prices set to rise for functions.

The bar is being refitted between 4-17th June – there was brief discussion on how this may, hopefully, make a difference to the quality of the beer as storage of glasses will be better.



Aldwinians Rugby Union Football Club

Aldwinians Trading Company Ltd

Profit And Loss Account

From 1/11/22 to 31/1/23 and from 1/2/22 to 31/1/23

		Period £	Year £
Income	Sales	58,447	231,280
		58,447	231,280
Cost of sales	Closing stock	7,465	31,302
	Opening stock	(7,036)	(30,759)
	Purchases	(24,448)	(98,870)
		(24,019)	(98,327)
		34,428	132,933
Bar costs	Bar, cleaning staff and steward	(19,656)	(68,059)
	Bottled gas	(400)	(1,236)
	Glassware and optics	-	(974)
	Stocktake	(100)	(500)
		(20,156)	(70,769)
Other income	Catering	1,351	4,701
	Donations	-	30
	Fundraising	-	2,142
	Room hire	2,452	10,354
		3,803	17,226
Administration costs	Accountancy fees	(150)	(1,159)
	Bookkeeping	(545)	(1,284)
	Catering	(2,321)	(5,505)
	Cleaning	(130)	(1,595)
	Computer costs	-	(65)
	Depreciation	(714)	(2,856)
	Donations	(28,400)	(28,400)
	Employers NI	-	431
	Entertaining	-	(690)
	Insurance	(935)	(3,003)
	Licences	(243)	(504)
	Pensions	(78)	(300)
	Professional fees	(405)	(1,910)
	Sky & TV costs	(1,412)	(4,052)
	Stationery and printing	(53)	(117)
	Subscriptions	-	(60)
	Sundry	(1,857)	(1,976)
	Telephone and fax	(900)	(3,446)
	Travel and subsistence	(112)	(247)
	Uniform	-	(35)
	Website costs	(51)	(422)
		(38,306)	(57,194)
Establishment costs	Electrical repairs	-	(18)
	Electricity	(1,763)	(7,613)
	Equipment repairs	-	(229)
	Gas	(217)	(1,025)
	House repairs	(20)	(53)
	Lease of equipment	(523)	(1,082)
	Property repairs	-	(124)
	Security	(119)	(263)
	Waste disposal	(699)	(2,296)
	Water charges	210	(3,195)
		(3,131)	(15,897)
Financial costs	Bank charges	(58)	(316)
	Card charges	(1,542)	(4,496)
		(1,601)	(4,812)
Net (loss)/profit		(24,962)	1,487



Aldwinians Rugby Union Football Club

8. Membership Report

There was discussion around the newly volunteered membership secretary, Emma Marshall, and what she will need in terms of support. DH gave details of what she had been given so far, in terms of training and access to club records. It was noted that she has completed a volunteer recruitment form, so that we have references that we can take up if we desire, and that she will need to complete a DBS clearance. PL stated that we should determine if she has completed information governance as part of her job, so that we can box that off if she has and give training if not. There was general positivity around her volunteering for the role, and a hope that she will bring some fresh ideas to the club and the role. DH suggested that the best place for her to make an impact to begin with, would be to become the club's data officer for GMS, and become familiar with that as possible – this will be a big focus for the club in September when all seniors, as well as all M&J, will need to affiliate in order to play. As affiliation should be by members only, this will also help her determine how to place herself in terms of LoveAdmin and what she may need to do with that alongside the other administrators in the club.

Memberships over the month are as usual fairly stable, although there have been a significant number of senior colts cancelling their M&J membership. RP, RM and LB are aware of this and looking at moving the majority into the seniors. There was a brief discussion about ensuring that members understand that fees are a 12-month amount, and that we will be putting various events on throughout the close season to ensure M&J are accounted for; summer-camps, tag tournaments etc.

9. Rugby Report

9.1 Seniors Rugby [email sent prior to meeting reproduced below – meeting comments added at the end]

Good morning gents.

League rugby has come to an end with the;

1st team- finishing 7th- injuries hit the last 5 games, losing 4.

2nd team- Finished 4th played all 18 games.

3rd team- Finished 3rd- played all 14 games

All 3 teams moved over from the ADM Lancashire leagues and this has produced more matches that are suitable to our current level.

Focus now on cup rugby- 2's had an outstanding win away at Leek (43-41) and take on Flyde away on Saturday in the quarter final.



Aldwinians Rugby Union Football Club

3's away at Aspull in their quarter final.

1's at home to Long Buckby- (Northampton)- Flag bearers invited again- RJ and U15's will ref a touch game for them beforehand. This proved very popular vs Tarleton- special thanks to AC for running the event. It brought lots of new parents to the club.

RM- is expecting a win and the draw for the next round will be Monday with a potential trip as far as St Albans or Hartlepool- coach needed with only a 5 day turnaround. Is RM ok to secure the coach and quick payment required.

Colts- Coaches vs colts on Friday 21st April

Vets- Home vs Broughton Park on Friday 28th April.

Players dinner- Friday 19th May- tickets being sold fast- £10 this year to prevent people no-showing. 2 free beer tokens given to each attendee. 120 tickets available.

[Redacted]

Scoreboard update- Over £1000 raised through football cards. Sponsorship has helped. RM meeting 2 businesses next week, 1 score board related, the other for man of the match sponsorship.

*Regards
Mooney*

Regarding the potential away fixture in the next round of the cup, it was agreed for RP to get quotes as soon as possible and the Trustees would decide if it was feasible to hire a coach for travelling supporters, as well as players.

[Redacted]

It was noted that Road Riders have put £1k in sponsorship towards the scoreboard. GG will send a response letter to Road Riders for this.

9.2 M&J Report

Due to RJ being away with work, there was no M&J report this month.

9.3 Ladies Report

KD reported that the tournament is coming up soon; 12 teams were contacted and 7 have responded that they are willing to come, with others showing interest for a similar tournament next year. The competition has been signed off by Lancashire, and monies



Aldwinians Rugby Union Football Club

received from them also. The tournament will have mostly female referees. KD and SM also reported on the semi-final at Aspull, where there appeared to have been significant gamesmanship; reported prior to the game that they had 18 players, but turned up with additional players from UCLAN and Wigan St Platts; the referee was not a society referee but appeared to be associated with Aspull, insisting on 80 minutes and full game rules despite questions from SM – clear contradiction in instructions given prior to the game regarding homophobic language and inaction taken when AC was clearly the subject of homophobic comments when entering the field as coach. Overall the game left a sour feeling amongst those present.

9.4 Mixed-ability Report

Nothing to report this month.

10. Matters Arising:

a. TC Disciplinary

[Redacted]

b. Asbestos

PL reported that C Gray had been trying to get some normalised quotes, though it had been determined that one of the ladies players' husband has certification in this area and will provide significant support; being able to do post-removal certification, and should be able to get someone to do the removal at cost.

PL has also twice chased up Michael Glover (Mayor) but he has not reached out yet. SM asked if we could use the 'Movement for Good' money if we win the bid, it was agreed we could.

c. AGM

i. Nominations for election / compliance with constitution

DH reported that there has been

1 nomination for Chairman: GG

6 nominations for Trustee: KTH, KD, IW, P Hughes, S Warner, P Hulley

0 nominations for Treasurer or Secretary

Due to the CIO's constitution naming the roles of Chairman, Treasurer and Secretary, the meeting was informed that the CIO cannot proceed without Treasurer and Secretary as it would be considered to be "non-quorate". DH suggested 3 possible solutions.

Solution 1: Two of the current (remaining) Trustees (LB, SM, RP) puts themselves forward for Treasurer and Secretary

Solution 2: At, or before, the AGM, we allow any of the nominated members to put themselves forward for the Treasurer or Secretary roles – and do not proceed until roles are filled.

Solution 3: At the AGM, proceed with votes to fill all Trustee positions (up to 9 Trustees), and then those Trustees elect within themselves who takes the Treasurer and Secretary roles.



Aldwinians Rugby Union Football Club

There followed a very long discussion about the roles of Treasurer, Secretary and Trustees, and those who had so far been nominated. The discussion ranged over personalities, why some people were willing to go, or not go, for certain roles, and how Trustees might support one another differently. There was also consideration about whether some roles could be combined; Treasurer of the CIO and the TC, Chairman and Treasurer.

After considerable discussion and thought, LB announced that he would take on the role of Treasurer.

GG had directly asked C Gray if she would be willing to take up the secretary role, and she has stated that she needs to look at the role and her time before making a decision. YM was also asked directly by several members in the meeting if she would be willing to do the secretary role, with YM giving a similar response; she needs more information about the role and would need to assess her ability to commit the necessary time to the role. DH wanted it to be emphasised that the secretary role does not comprise all of the tasks currently undertaken by DH, and that the role of secretary alone should not be seen as over-burdensome.

KD has compiled job descriptions and will get them posted out on socials tomorrow.

ii. Trustees' report

DH stated that the constitution requires that this is sent out with the accounts with the notice for the AGM. There was a clear lack of understanding what this would involve as we have never had one before. KTH will look to put something together.

iii. Agenda

DH asked for confirmation for the AGM agenda; comments from the meeting for each part included:

1. Apologies for absence
2. Minutes from the previous AGM – *these will be printed available copies, DH will not be tasked with reading them out.*
3. Welcome & Chairman's Address
4. Treasurer's Financial Report
5. Director of Rugby's Address - *Ladies, M&J and Mixed ability to be covered by RM as well as seniors.*
6. Election of officials
7. Chairman's closing remarks
8. AOB – *it was agreed to inform members about changing membership fees*

There was also discussion about voting procedure at the AGM including the use of proxy votes. It was agreed that we would use the same process as last year.

d. Clinque Game Face – what to spend the money on

SM has had a meeting and got the application. They are happy to put up posts on Lees Park (in the region of £5k), but there is another pot of money and we need to think what we want out of it. Clinque are very big on the ladies game and supporting it in many



Aldwinians Rugby Union Football Club

ways, including looking to help with skin care, strength conditioning etc. With this in mind the ladies were asked to make a wish list:

- kit bags/boot bags, towels, shampoo/body wash affixed to the walls in the showers.
- mirrors, hair-dryers and sanitary boxes in the changing rooms.
- pitch-flags (as the M&J teams have).
- post-protectors.
- pitch-side banners.
- warm-up kits/coats.

SM was clear that a lot of the items on the list were things that the club would be willing to fund, or could be done by sponsorship, and only a few were items that should be funded by Clinque, and basically we should look to revamp this list further to ensure we get the maximum available benefit from Clinque.

e. Twillo and LoveAdmin bulk communications; SMS and email

SM reported that LoveAdmin has text messaging in the pipeline, but not available any time soon. Twillo would work out at 34p per text, which if it was one text per week to members would cost in the region of £600pm. This was considered far too much and it was agreed that we should just use the LoveAdmin email facility.

f. Girls' Head Coach/Coaching

SM and KD described the difficulty of getting coaches down to girls' training currently. They have been trying to get some of the ladies' players to come, but it is still proving difficult. It was suggested that we might look to get a Girls' Head Coach, in a similar capacity to the roles of R Jennings and A Coxhill, possibly a Women's Director Of Rugby. There was general agreement that, as a growing and important part of the club, this is something that we should very seriously consider, and it was agreed in principle. RP asked that he be given some time to speak to other clubs and determine what is being done elsewhere so that he can put together something that would best suit Aldwinians.

g. Murder Mystery

This was agreed in principle to do, the issue will be finding a suitable date. SM to put this information back to the company looking to organise it.

h. Pitch-side sponsorship banners.

LB has spoken to several suppliers and would be able to get banners at £18.50, plus £7.99 for artwork; approximately £25 per banner in full. Would be able to get 75-80 banners around the pitches in total. There were several that we already have security for: PT Factory, Emily's Legacy, Mark Ryan Solicitors, MultiQuip, Road Riders, Groundtherm, SM Tiling, Secure 24. It was also noted that we would do one for anyone that has sponsored kit. There was brief discussion about double-sided banners, and more revenue for particular placement; LB has this all planned already.

Other sponsorship was briefly discussed; MN stated that the MultiQuip donation will be between £2.5-3.5k. Nothing further has been heard from Taylor-Wimpy about the dug-outs. LB has also been in touch with Biffa. LB also spoke about how sponsorship will be



Aldwinians Rugby Union Football Club

handled in the club programme from next season. It was also stated that there are bronze, silver and gold sponsorship packages prepared that can be advertised and used.

i. Scoreboard progress.

Other than what was stated in RM's rugby report there is no further information.

j. Aldwinian of the year

The nominations and reasons behind them were read out to the meeting.

There followed a long discussion about the candidates and the reasons and purposes behind having the awards.

As these minutes will be published prior to the public announcement of the awards, the names below have been redacted, but will be re-included after the presentations have been concluded.

It was unanimously agreed that the award will be known as, "The Barry Ross Aldwinian of the Year".

The 3 recipients will be: Barry Ross [to be presented to Matty Ross at the player's meal]; Claire Daly and Emma Sandbach [to be presented at the Junior presentations]

k. Upgrades to TVs & Projectors

SM reported that A Ormrod had looked to spec up what would be required to replace the monitors (not TVs) and projectors that we have and had come to the conclusion that it would be in the region of £10k. There followed a short discussion about various alternatives that the meeting believed would be available for significantly less cost that would give us a short to medium term solution. There was strong feeling that we must have a solution in place before the World Cup starts. SM will speak in more detail to AO asap to see what can be achieved.

AOB

- LB, PHS contract – LB has agreed cancellation of the contract that he signed for 2nd July, however, there appears to be another contract that was signed by T Hulmes in 2015 that PHS are claiming is not superseded by the one signed by LB, for one mat. It was agreed that if we can cancel that contract for a fee in the region of £100-150 LB should automatically do it to be rid of PHS altogether.
- PL asked on behalf of C Gray if the kit-exchange for sale/swap can be set-up for anonymous use on Facebook, so that those requiring it will be more likely to use it. SM agreed to do this.
- SM asked on behalf of C Clegg if all the girls would be getting a club tie. There was some discussion, with full agreement that it should be the same for boys and girls, with them receiving the same design tie at U14s only.

Meeting closed 23:00

Next meeting 10th May 2023.