

ALDWINIANS RUFC

TRUSTEE MEETING MINUTES 15 OCTOBER 2020

Trustees in attendance	Kevin Turner-Hague (KTH) – Trustee for Playing Club Member Ian Wilson (IW) – Trustee, Club Member/Former Player Christine Spivey (CS) – Hon Secretary/Membership Secretary/CSO Club Member Alan Whalley (AW) – Club Member/Senior Fixtures Secretary Katy Davies (KD) – Trustee Club Member/Ladies Team Admin Tyler Gibson (TG) – Future Assistant for KTH
Observers	Lee Bradley (LB) – Club President/Former Player Chris Rushworth (CR) Bob Palmer (RP) Paul Lyons (PL) Dan Hardy (DH) Mike Marrow (MM) Ryan Jennings (RJ)
Apologies	Trevor Hulmes (TH) – Ex-Treasurer Daniel Robinson (DR) William Thorpe (WT) – Chairman Ian Spivey (IS) - Trustee, House & Grounds Chairman/Club Member

CORRESPONDENCE	KTH	Chairing in WT's absence. Confirmed everyone happy with previous minutes.
	CS	One from lady who pays cash for year previously queried Bottomline with further questions re FCA recommendations inc data is secure, Club not liable.
	All	General discussion, all in agreement Club are adhering to protocols and fully covered financially. DH confirms no details on membership for her so not currently member. CS says she has completed membership form and will pass them over. CR to revert back
TREASURER/FINANCE	All	Following last night's members' meeting (minutes appended), with immediate effect, Trevor Hulmes is no longer the Treasurer of Aldwinians. Under the Club's constitution, TH's activities have ceased as Treasurer and Trustee although he has agreed to handover all information, correspondence, access to bank accounts, monthly overheads (CS has some but not all figures), provide list of 200 club members to Treasury Team by 31/10/2020. Agreed to send letter to TH's home address via recorded delivery. To note: understand TH wasn't happy at receiving recent petition via recorded delivery to home address, however, with so many emails been sent and no response received, decision taken to send letter by this method. Letter signed from Club, to say would be incredibly beneficial and very useful to the Club if everything could be handed over smoothly, and how he has been a stalwart of Club for many years and his co-operation would be greatly appreciated, however, must stress that under no circumstances will any bank accounts be closed as we will need to provide them for audit by the Charities Commission, although both PL and CR have already stated this by email.
	All Trustees	Agreed Vote: New Trustee: Chris Rushworth – All in favour; Vote: New Treasurer: Chris Rushworth – All in favour; Vote: Deputy Treasurer: Paul Lyons – All in favour
T		DH to be part of new Treasury Team. Discussion re Second in Command for other two nominated positions –

		KTH as Deputy Chair for WTH. Deputy Club Secretary tba for CS – agreed put on forum for nominees.
	CR	Slightly concerned that TH wanted to set up trading company by 1 November. Not viable, may not even have access to bank accounts by then. Further discussions needed in relation to start date for trading company.
		Audit Findings
	PL	Will send report to Trustees
		Monthly Overheads
	CS	TH sent some figures.
	KTH	That should become a regular meeting activity
	RP	Only given us a brief insight. It would be nice to see new Treasury Team cut it down and give us actual figures?
	KTH	Well, we can start afresh can't we and see where we are? New spreadsheet?
		Bounceback Loan
	PL	Myself and CR going to Barclays tomorrow, having our details added to account and going to ask exactly where Bounceback loan is up to – whether we need to apply elsewhere.
	KTH/PL/ CR	Discussion re TH requested to be removed from application. PL & CR not in a position at present to remove TH, as haven't seen original application and haven't yet access to it - can't control/authorise something don't yet have control of, hopefully clearer picture tomorrow! Signatory process takes 10 days which has been started and established that WT is signatory on main trading account - WT needs to provide some personal info. WT should then receive similar to card reader and can move money across accounts, should be matter of days but PL and CR won't have access until mandate is complete (doing tomorrow) then takes 20 days to remove TH. All Trustees were added as signatories to bounceback loan application recently.
		Marstons Brewery Loan
	CR	Have a copy of contract and spoke to TH. Looking into whether any early redemption/penalty clauses need to be aware of. TH said we'd be getting £5k back as part of sponsorship. Being lenient with us at present. Should be hitting 160 barrels to be on target for the 1.5% and don't think we are. Need to find out exactly what we're paying at present, but if they enforce the larger percentage could be even more expensive for us.
	KTH	Goal is to pay off Marstons so just need to know if we will be penalised for doing so early. Those 160 barrels are 36 gallon barrels - so £47,800 pints we have to sell just to get that lower interest rate.
	All	General discussion: that extra could be going towards Club profits. AW to discuss if we can be introduced to couple reps. JG probably best to ask about reps. RP would like to be part of conversation with reps. RJ would like to use some of the fundraising money to pay off brewery loan but will be discussed at length by Treasury Team.
GROUNDS MAINTENANCE		CCTV
	KTH	IS was to check CCTV system to identify which cameras not working and arrange repairs as required.
	CS	IS has looked, 2/3 on patio side have had wires cut outside. IS has been trying to get couple quotes to repair.
	KTH/RP	Will revert to who installed it and get him to have a look. Ask to apply coal pex to cabling too.
	IW	Needs to be done quickly
		Alarm
	CS	Alarm engineer been out today and reset all. Keyholders just need to re-present fob.
GROUNDS		Signage
	KTH/LB	Andy Louth is arranging for someone to come and erect new sign at the entrance gates. Have forwarded new high res logo of our badge.
	KTH	IS was to provide joblist of things to do but haven't received. Windows need replacing. IS was going to get quote?

	CS	IS list is nothing compared to jobclub, only small bits and pieces, very rough. Will have to get another quote re windows as lost the one he obtained.
	KTH	Will start afresh – RP will you look into replacements? Can't just keep patching up best we can.
	PL/RP	Both have contacts and will provide quotes for replacement windows.
	IW	Need some sort of schedule from IS so we can address regularly at meetings (monthly/quarterly).
	KTH	I lead in-house improvement whats app group, will produce list of things to do and speak to IS.
	RJ	This should be IS' role. Lots of jobs not getting done.
	RP	Don't want to make things worse, but IS should be identifying which jobs need to be done and if he can't do them himself, be looking/requesting other individuals/organisations to come and undertake repairs/maintenance. TH missed many meetings and so too has IS. Has only been asked to provide a list of what needs to be done? Do we know what has already been done?
	IW	Have been talking for weeks about this and asked KTH has asked for maintenance schedule.
	PL	Part of Treasury team role will be to set budget for improvements and maintenance. Up until now, things have been done as and when. Need a full schedule list to be able to prioritise and budget efficiently. Regular maintenance is cheaper than sporadic. Agree - maintenance schedule is needed ideally with some rough costs. Need to understand the priority, the cost, the resource and the availability of when we want to undertake. As part of Treasury team, we will ensure that we are supportive of what people do in Club. We won't decide exactly what the money gets spent on, but will identify what needs to be done and draw up a budget.
	KTH	Had lots of help through Summer to get jobs done and also now have Community Payback team to assist. We can do lots ourselves and with help of volunteers, but some is just too much or out of our own expertise and require third party involvement. Have to take consumables into account too, such as lightbulbs, cleaning products. Then look at the larger projects such as the roof which is why we announced President's Lotto. Also have to think of emergency repairs eg the floor collapsing!
	DH	Have to start marrying up costs. Have always had an income and have always needed maintenance – need to set a clear budget.
	IW	In much better position now to be able to allocate monthly budgets to different areas of Club, but also to be able to allocate an emergency fund. Still in new territory though.
		Answerphone
	LB	Would be good idea to get answerphone put onto Club number. Will ask Stephen Marrow if he has enough details for BT to enable.
200 CLUB	CS	Numbers are diminishing for 200 club, another 5 dropped out recently
	KTH	Need to review if contributions are reducing need to look at prizes too, ensure still profitable.
	All	<p>General discussion, some may have moved over to President's Lotto with new membership. Keep it open for now or encourage people to take two numbers of President's Lotto too – all agreed leave as is for now but possibly draw it in between the President's Lotto. September winners were posted to Pitchero. DH will host 200 Club from now on (dependant upon TH providing list of participants) using same random number programme used by President's Lotto after verifying those who have paid (would need access to bank accounts).</p> <p>Vote: DH to be given access to bank accounts (as part of Treasury Team) - all in favour</p> <p>Vote: 200 Club to be drawn in between President's Lotto (2 weeks later) – all in favour</p>

FUNDRAISING	RJ	<p>Sport England matched our original target of £10k on the crowdfunding page. Spoke to WT and CR – option to close early – not going to get any more "free funding" and has dropped off with rewards and donations. We have new project CashforKids (CFK) up and running too now. Little reluctant to collect funds until we have full control over bank accounts to will leave it a little while longer. Finished end of the month but we then have three weeks to open up an e-wallet for funds to be paid into (just to confirm bank account numbers I've already provided). Need ID for WT and some personal info and then also a copy of the Charity Certificate (CS has on file) just to prove we are who I said we were when registering. Also want to see statement of Club shop, just verifying us and copy of the constitution (LB to forward). Pot currently stands at over £21k.</p> <p>Not all is gift aided if people/organisations don't pay UK tax, can't claim gift aid.</p> <p>I know we've pushed the fundraising quite hard recently and will do for another couple of weeks with CFK but simply because they were opportunities not to be missed with organisations offering "free money" with match funding and top fundraisers prizes. We're one of 11 in our group for CFK and the top fundraising team are given another £5k on top, with the second receiving £3k and the third receiving and extra £1k. Just thought it was worth a shot! Got the M&J event on Sunday which will be going towards CFK (probably make £4k).</p>
	LB	<p>Have raffle tickets on sale for £10 to win £500 which we will be asking M&J to get involved in and try and sell three tickets each child. Seniors have really driven the Crowdfunding (most advertising done on Facebook) so now aiming at M&J for CFK. Had 800 business cards printed and will use those as tickets with unique number on each. If all M&J children sold three tickets at £10 each, we'd have £7k in the pot with the possibility of winning the group and potentially another £5k on top. M&J calendar money going towards CFK too.</p>
	DH	<p>Checked with Trustees first and have been through and sorted money owing from touch office cards that was overdue to members from old system. Have contacted all those owed over £5 and vast majority have offered to donate the money back to the Club which is over £400 but again need control of accounts before we can transfer it. Could just keep it in Club account, but as it is a donation, we need to account for it too (not as income) and also could be decider of whether or not we come 1st, 2nd or 3rd for CFK.</p>
	KTH	<p>Natwest £500 – agreed to redecorate function room. Have spent £140 up to now on paint. £360 for more paint, knock a door through, change lightfittings etc. If can get people down in half term, can crack on, just need bodies. Will take 2/3 coats undercoat to cover up the purple.</p>
	RJ	<p>Suggest a Sort your \$hi7 out Saturday? Get 15/20 people down say from noon (following Mini Winnies)</p>
	IW	<p>Good idea! Similar to job club throughout summer - is good for morale too!</p>
	All	<p>Discussion re colour scheme - get rid of purple. Various shades of grey? Very light grey at top, slightly darker at bottom and slightly darker (but still not too dark) on dado rails.</p>
SUB-LEASING	LB	<p>We have a little garage set up in the car park, paying rent of £450 monthly. Is currently contracted with the Charity as the landowners.</p>
	CR	<p>May have to go through the trading company when it is up and running, to ensure the charity aren't liable for anything.</p>
	KTH/CR/ PL/ LB	<p>General discussion re tax, VAT, insurance and differences between liability between Charity and trading company. To be discussed further over coming weeks.</p>
		<p>Road Riders</p>
	All	<p>General discussion re Road Riders paying £160 to rent office upstairs instead of portacabin on car park. Not sure if contract is in place for use of car park or whether verbal agreement in place. Further discussions needed on costings to ensure its effective for Club as they do their bit too in donating to the Club fundraisers.</p>
CS	<p>Alarm engineer has inserted extra pad for Road Riders to use fob and gain access to upstairs, without having access to full Club. Only Roadriders hold those security fobs - everyone else has to access Club as usual.</p>	
LICENSEE	KTH	<p>It has come to light that TH is the Licensee although previous meetings TH said he's not. Need to appoint new Licensee which really should be WT as Bar Chair. JG is the Designated Responsible Person (DRP).</p>
	CR/PL	<p>WT is looking into License being owned by the trading company (as a limited company). Also need to discuss with JG about licensing laws.</p>

ONE CLUB, ONE POT - CHANGES TO BANK ACCOUNTS	KTH	We want to engage in the one club, one pot idea. With new membership by direct debit, money doesn't need to be segregated into different accounts – all in same pot. Can still identify where money has come from, just all in one account. M&J have paid for tables etc in past - shouldn't be coming out of M&J "funds" - all funds should be Club funds and out of that comes tables, refurbishment etc. Biggest contribution to Club is the bar. Bar would cover all Club costs/outgoings.
	MM	M&J always been self sufficient. Money was allocated proportionately to different pots ie tour fund, 3/5 to senior section and M&J fund.
	DH	Now have one pot which we need to allocate and say M&J need this much money out of that pot, because they need money for food, equipment, tour funds etc. That's a requirement and needs budgeting for.
	All	Discussion re tour funds – agreed in previous meeting all previous monies raised by M&J towards tour funds (approx. £8k) will be ringfenced to allow individual teams (coaches/managers) to still spend how they wish. But if a year group move up, funds raised still allocated to that same team.
	MM	Goalposts appear to have changed? Have no money at present, because no money coming in to M&J section, all going through new membership system. Always had our own "tour fund" which coaches could choose how was spent. Some went bowling, some got polos – was more of an "entertainment fund".
	KD	One child membership is currently £15 per month. Previously paying £6 per week.
	RP	Initially, we looked at other clubs around area, some charged £10, others £20 – we went in middle but elsewhere hold own fundraising for "tour funds". Monthly figure took into consideration things such as laundry of kit, food, referee costs etc.
	DH/CR	All about budgeting – tour fund can be incorporated into the budget (from the main pot). Problem is hard to identify how much at present without budgets for all other aspects of Club being in place. Won't be in a position to know that, until we have full knowledge of all income and all expenditure for Club and structured budgets in place.
	All	Discussion re what kinds of things can be incorporated into M&J budget. Will senior teams be expecting tour/entertainment funds too? All agreed that these are children and deserve "treats" and we are all about family - as long as accounted for in audit trail, can be implemented into the forecast budget. Treasury team and Trustees agree that M&J will be no worse off with new membership - whatever they had before, they will continue to get in future. Agree that M&J in some respects have kept Club going at some periods, due to not all Senior players paying membership. MM put lots of hard work and effort in and need to clear this up to ensure no ill feeling between seniors and M&J. One Club! Want to hear MM thoughts/concerns.
	MM	When you talk about ringfencing tour funds - is it staying where it is (currently in M&J account) or being moved into main Club account?
	DH/CR	Probably doesn't need to be moved – leave where it is and when its all spent, we will close the account
	MM	Account won't grow very much, as only source of income is tuck shop.
	RP/LB	So tuck shop money gets paid into M&J account too? Not the shop account?
	RP	The £8k we were told last meeting in that account – is there any more?
	CS	Yes, M&J have another lump sum of money
	RJ	To pay for coaching awards etc how much? That would need to be transferred to Club funds wouldn't it?
	CS	Why when M&J have raised it?
	RJ/RP	Because we're one Club, one pot. How much is in that account, we thought £8k which is what we told last meeting?
	CS	Approx £6k/7k
	RP	Plus the £8k tour funds?
CS	Yes, but just spent some - rigged out M&J with rugby balls because there was none but that's what that fund is for	

ONE CLUB, ONE POT - CHANGES TO BANK ACCOUNTS	RP	So there's around £14k/£15k sat in bank account that we didn't know about till last meeting when we were told there was £8k in it? I asked last meeting about TH appointing CS as M&J Treasurer. All other positions within M&J were voted in and we agreed M&J would be amalgamated and fall under the same one Treasurer looking over one pot. You all did discuss it. Can we see bank statements please at next meeting?
	CR	From Treasury team point of view, if Charity Commission came in to audit and said we want to see your processes for handling your cash donations, we'd have to come through main account. Has to be an audit trail to account for £15k!
	PL	Who manages that account?
	MM	There's great deal of interest of how M&J has been funded, because we actually look after ourselves, we don't keep going to the Club and saying we need this, we need this, we need this! We're self sufficient, so we've just been sat merrily going on as we do.
	IW	This is what I said, we're in the period of change at moment aren't we with the membership?
	CS	Yes will bring bank statements. The only thing I'll say and said before in meetings, TH wanted me to stay because he was going to put the M&J account in a suspense account within the main Club account so it was ringfenced for M&J only. That's what he was going to do. Now, if that has to happen again, I can see it working, but if its just going to get taken after the M&J have raised it over a period of years, it might not look good with M&J because it pays for presentations, it pays for stuff that we want to do.
	KD/RP	That should all be accounted for though, and have agreed it should be forecast for in the budget
	CS	M&J are now paying less in every year and doubt whether seniors are paying what they could have every year
	IW	Seniors are paying considerably more now, that's the point
	LB/KTH/ RP	Next point to be addressed for seniors, not only if you don't pay, you can't play - but you can't train if don't pay!
	CR	What MM said is relevant – you were self sufficient - but really you weren't because Club had an infrastructure. So to say as a junior section you were self sufficient, if you took away the rugby Club, you wouldn't be? If you took away grounds and maintenance of grounds and changing rooms and hot water etc, but Club still needs to run. So, do think some of M&J should still go towards club. I think its fair if juniors raise same amount of money, some of that should go into running the Club and some of it should go on the tour fund.
	MM	But, 3/5 of what we collect goes to the Club. 3/5 does go in.
	CR	But you said it was all getting ringfenced to go in to M&J, if you do fundraising, surely a donation should come into the main part of the Club for using the Club's facilities?
	MM	Like I say, 3/5 of what we take goes straight to the Club, straight to the senior section.
	CR	Is that like from the shop, the tuck shop?
	PL	I completely agree and I understand cause I've done both M&J and seniors. However, we just need to budget as has been said before. So, this is your pot, this is your pot, where the money actually sits is immaterial, when it comes down to financial control of organisation, we've got to be able to demonstrate that someone can't just go and spend money wherever they see fit, or just take money out and walk off with it! We don't know what controls are on that account, we don't even know how many accounts we've got, but one account is easier to control than 10. This is doable, people are getting how do I control my bit of money, what we should be thinking about is how we support the Club. If we get that bit right, the rest of it will all fall in. But I agree, the money was collected for a specific purpose and it should go to that specific purpose.
	MM	Just out of interest, we're talking about the infrastructure and the M&J wouldn't have this if there was nothing there, do you know on 1 February we donated another £2,500 to the Club on top of what we normally give as well?
	PL	I know and the Club gets massively reduced rates because we have such a strong M&J section, I'm right there aren't I Christine?
	CS	We don't pay any rates

ONE CLUB, ONE POT - CHANGES TO BANK ACCOUNTS	PL	We don't pay rates because of the M&J which is a significant value that the M&J bring and I'm not saying we take money off you
	MM	We've never sat and said we're alright, we don't really care what happens. When lights went off and generator went, we needed a new one. The kids use the ground and need lights, so they paid for it as Club didn't have funds.
	KTH/DH/ IW	Yes but the kids shouldn't have to pay for it, it should come out of the Club and going forward it will come out of Club budget. That was then – things are different now, improving. Agree M&J section have been brilliant and a major income stream in supporting the Club, but when we have a budget – it is there to be dipped into. Senior membership let this Club down year on year and particularly this last year it has significantly improved with the direct debit system and they will now be paying in substantially more. Wait and see the projection of where money is and what's coming in before we can make a decision on budgets but it will be done. Lots of things been done in Club that people don't even see – if we use the Natwest money for the function room, people can see straight away.
	All	Discussion around cash flow problem within the Club. Agreed that unless absolutely imperative (ie Club keeping opening depends on it), M&J money will not be touched. We're starting from scratch, not much historical info to use as a base and possibly get it wrong first time round and won't be able to get it right till we play rugby again. All agree we're in the strongest position we've been as a Club for a long time.
	PL/DH	As Treasury team, our job each month will be to come to the Club and explain to you how much has been spent, how much has been received and how much we've got with the projections moving forward. We need the members to know what their money is being spent on, which is something that RP kept reiterating in meetings. We now need to tell them what we're going to be doing. But all coaches training, first aiders everything people don't always think of will be budgeted for. Would like MM to sit down and budget with the Treasury team and also if anyone from M&J with relevant experience/expertise wants to join us, please feel free to nominate to someone. When Charities Commission do audit, we need to show forecast budgets and audited accounts.
	MM	That's the assurance that I was looking for. I just didn't want the M&J money to be consumed by Club and we need anything told no and would like to be part of the budget discussion.
	RP	You've heard it from the new Treasurer! With that in mind, can we get rid of the "us", "we", them"? We're ONE CLUB.
	IW	We couldn't do it that way, we're a Charitable Commission with nine Trustees and that's why we have a Trusteeship, four of whom have connection to M&J
	MM	What happens to tuck shop money now? We planned to sell what we have until we had £360. £60 of change for weekly float and £300 to re-stock.
	DH/CR	Again £300 just goes into budget however often needed. Money raised so far is ringfenced too.
	All	Conversation re tuck shop takings. Hand over bar to JG and get receipt so it can be accounted for as tuck shop.
	GYM	RP
DH		Majority of people who had green cards previously will have expired.
All		General discussion re 200 club members previously given access to gym. Do we ask all 200 club members to become a Club member? Should it be members only using gym? CS says only around 8 use gym during day and not many use the Club, not worth hassle of asking them to swap - some have been gym users for long time and are loyal to Club and leave it tidy afterwards. DH assures no hassle to swap to membership, would be same cost of £10 have to switch from SO to DD that's all. All agree: 200 club members would lose the raffle by becoming a Club member but other benefits on offer instead. Were any of them in the 200 club for the raffle or was it purely for the cheap use of our gym? Club has changed the way we do membership, it was never a forever deal! New rules are if you want to use the gym, you become a Club member, complete the same form as everyone else and if they do want the raffle, have to join the President's Lotto like all other members. DH said, still same cost monthly. If want to stay in 200 club, that's another £10 on top, but 200 club no longer gives automatic access to gym. Put some notices up in gym, stating of procedure changes. (Sending emails to all 200 club members is dependant upon receiving active list from TH)

	RP	There's couple life members who wanted to pay a contribution, so if we explain to them they can enter the President's Lotto and have two numbers on that instead of the £10 for 200 club, they can choose which way they want.
		GMS
	KTH	DH and GH still awaiting GMS Level 5 access to membership details from CS.
	DH	GH had serious trouble logging on to GMS, which is now sorted but querying whether DBS check needed as Treasury team role is not child facing, only dealing with data.
	CS	Anybody dealing with child force should be DBS checked. RFU guidelines have changed and for the club: 1) its proactive; 2) it protects yourself; 3) shows as a Club we're aware and cautious.
	DH	Safeguarding doesn't include data, but agreed to have DBS check in any event. TH needs to be removed from GMS and CR added, with Level 5 access too.
	CS	Will arrange once DBS checks received.
		Safeguarding
	CS	Only safeguarding really I know kids are not re-registering on GMS to say they're playing and that's down to parents that are not going on to activate an account and register their child to play. They've got to get in to the habit because next year is mandatory – all children will be de-registered by the RFU and they will have to re-register themselves. Have sent emails out and am looking for more info on GMS.
	KTH	Is that something MMM can help with?
	MM	Could I suggest then that we set up a GMS workshop day or week and we invite parents, age group parents to come down and see exactly what's involved
	KD	I still can't get on
	DH	Could I suggest that once GH has her safeguarding get GH Level 5 access as quick as possible as membership secretary and GH, CS down and a few of us who can actually get those done?
	KTH	Yeah sounds good
		Courses
	CS	And then the only one thing that I wanted to do, I've been looking at courses and at the minute, there's no practical courses. Lots of modules online that people can do to update their coaching skills which will all be recorded on GMS profiles towards their skillsets. Soon as I get info when they're doing the practicals, I'll put it all out and I'll try and find out if I can get some costings at least we've got an idea of what we need to be doing, cause every team needs a new first aider. They're all out of date. There's quite a few 1s and 2s want doing. There's a lot of CPDs there at £15/20 so I'll have a look at that over next couple weeks. Spoke with DR briefly to discuss development courses. Not a lot can be done at present, because physical courses have ceased due to Covid, but need to look at what coaches need and also new first aiders. There's lots online to improve progress. Aware of all gaps and which coaches need what training. Who's missing, where we need first aiders, coaching courses, DBS, safeguarding – can be taken from GMS. Need to speak to DR again and give him access to GMS.
		NCP
	KTH	NCP scheduled to carry out H&S inspection 01/11/2020.
		Postcode Lottery
	LB	Bid gone in, will provide progress update hopefully next meeting.
		Pantomime
	RJ	In final stages of talks for panto so in next week or so should have something in writing bit more concrete with terms and conditions. Don't have to close Club, but will be an issue in terms of parking but that might have to be a sacrifice that the members make for the greater good which could be in excess of £30,000. I'm also probably going to need to tap Chris up once we get control - the licensing for it is about £1,500. Timescales are tight

ANY OTHER BUSINESS

ANY OTHER BUSINESS	IW	We agreed on that previously thought didn't we as a group?
	CR	We'd need to discuss it again, its quite a big topic and I don't think we could pass something like that without discussing it. When you have ts and cs, happy to arrange meeting short notice.
		OUTSIDE CATERING CONTAINER
	KTH	I sent email to all Trustees asking for comments on outside bar to buy container, about £2.5k but we need to pay 50% up front and then rest on delivery which is about 5/6 weeks? Either way, we need to vote on it as a group of Trustees and then see how it goes. If we refurb it, smaller version of what we're getting I saw at £11k. Could kit it out on cheap. To get it going quickly, would just need table inside and hot water flasks to sell tea and coffee. Could kit it later.
	LB	To be fair, it'll pay for itself quite quickly and we've still got the asset of £2.5k sat there that we can sell on
	All	Discussion about container and costs to Club. CS says not at minute. We have enough projects on at present. Maybe leave it till we know when season will start? AW says should be spending money on Club itself and doesn't think will make lot of money but spending on something might not be used for long time. MM asks do we think anyone will use it with no rugby? But training is still on. RJ asks what if Club has to close, what if we go into Tier 3? Will still bring revenue and provide hot drinks for parents. LB says can be used as takeaway? KTH thinks will benefit parents Fridays and Sundays more than anyone else if Club has to shut – keep deferring it, just keeps getting pushed back. IW agrees should be a priority to get a hardstanding one. CR asks where funds are? Understands that lots of funds been raised but not in our bank account as yet and if they were, don't actually have access to bank accounts as yet to be able to make a large purchase. IW suggests to wait till after 31st see where we are with TH handover and access to bank accounts. All agree to discuss again next meeting.
	LB	Under 10s sponsor: Spoke briefly other day, have another meeting next week
		BT Account Details
	LB	Have been given some access, passed on to Stephen Marrow. He can now set up email addresses @aldwinians.co.uk , however to make them live, still awaiting further access from TH.
	All	U7s – has been proposed to U7s parents as a result of decision last meeting that Committee agreed £5 per session if no membership subscribed. Mixture of memberships and cash at present. KD agreed to pay cash to JG and obtain receipt
	KD	U13s - Trying to get girls U13s team up and running. Tim Spears contacted me and offered to handover surplus stock for the girls team.
	KTH/LB	Very generous of him
	MM	Mini Winnies – Was agreed to offer a few "taster sessions" free of charge. Conversations re National Lotter funding grant, stipulate that if we are given it, stipulation to provide Mini Winnies sessions for free for six months. If grant application not successful, then propose pricing plan of £4 a session or £10 direct debit monthly membership? Following initial response, have had to open up two sessions as too many to cater in one.
	LB	Awaiting response from National Lottery as to whether we've been successful.
	All	Discussion around costs – ie providing snacks. Up until now, MM and Gina Marrow have paid for equipment (approx £55) and food (approx £8 per week). Needs to be included in budget for M&J and MM should not be out of pocket. MM confirms all bought online so has receipts. Will wait to hear from National Lottery, and will implement price plan if unsuccessful. Leave couple of weeks to gain a sense of numbers and then may need to invest in a little more equipment if numbers are retained. Once equipment is purchased, only outlay every week is snacks.

Next meeting 28/10/2020

Typed and distributed by Yvonne McGuire 27/10/2020

APPENDIX



Aldwinians RUFC Minutes of the General Meeting 14th October 2020

The General Meeting of 14th October 2020 was called in relation to the Club's constitution, clause 16. Retirement and removal of charity trustees:

Members present (56): Adam Howes, Alan Whalley, Alex Hughes, Alex Lyons, Andrew Gidman, Andrew Ormrod, Andy Coxhill, Barbara Coxhill, Barry Rigby, Ben Singleton, Chris Rushworth, Chris Young, Colin Gidman, Colin Shields, Connor Prendergast, Courtney Bardsley-Hodgkiess, Damian McMahon, Dan Hardy, Daniel Cawley, Danny Robinson, Dawn Bradley, Gina Hardy, Howard Palmer, Ian Wilson, James Green, Janine Conway, Jonathan Lea, Joseph Martin, Joshua Oldland, Katy Davies, Kevin Turner-Hague, Kris Andrews, Lee Bradley, Mark Grimley, Mark Whalley, Matt Davies, Michael Singleton, Michael Spence, Nathan Webb, Paul Lyons, Peter Ormrod, Rachael Wilson, Rhys Glover, Richard Hyde, Richard Mooney, Richard Tilston, Rick Thorpe, Rob Taylor, Robert Palmer, Ryan Jennings, Sarah Mitchell, Sophie Faulkner, Steve Crutchley, William Thorpe, Yvonne McGuire & Zoe Conway.

Apologies and proxy votes assigned according to the constitution clauses 12(6) Voting at general meetings, and 12(7) Proxy Voting were received from (17): Andrew Rigby, Ben Hilton, Chris Peters, David Crowther, David Nolan, Dean Benson, Ian Coxhill, Jack Gleeson, Kieran Power, Michael Banks, Ken Brown, Peter Doherty, Phil Leigh, Philip Knowles, Simon Hurdley, Stephen Marrow & Stephen Murray.

The meeting was due to start at 7:30pm, but the start was delayed due to several members being held up in traffic due to an incident on the M60.

The meeting was started at 7:45pm

Robert Palmer called the meeting to order, and outlined the procedure of the meeting as follows:

- 1 – election of a chair for this meeting
- 2 – statement of the proposal of the meeting, and outline of reasons for having put the proposal forward
- 3 – a vote, by show of hands and proxy votes received in writing prior to the start of the meeting, to be counted by 3 people; Gina Hardy (Membership Secretary), Jayne Ganley (Bar Steward) and the Chair of the meeting.
- 4 – announcement by the chair of the outcome of the vote; to be passed on to the Trustees verbally and in writing

It was also stated that in line with the constitution that there would be no other business at this meeting.

It was offered to the floor that unless there were any constitutional reasons why the meeting should not continue the meeting should proceed to step 1. There were no comments from anyone at the meeting to this offer.

In line with the constitution clause 12(4) Chairing of general meetings, the trustees having not nominated a chair, nominations were received for Robert Palmer to chair the meeting. As there were no other nominations, it was carried that RP would chair the meeting.

RP outlined the proposal, and reasons for the proposal. For the purposes of the minutes this is quoted below:

The single proposal for this meeting is, "To remove the Treasurer from his current position".

As you have all been already informed prior to this meeting, this proposal was brought forward after a significant amount of verbal and written discussion amongst a very significant number of members, expressing anger and fear, based around the actions, and inaction, of the Treasurer over a long period of time. This has been brought to a head very specifically over the recent lack of representation at committee meetings and poor response rate to questions, requests, and emails; along with a resistance to make the club bank accounts more transparent which it was felt identified limitations in his skill-set that do not meet the future needs of the Aldwinians Rugby Club Treasurer. Probably most significantly, however, many members identified that they have lost faith in his ability to act in their best interests and those of the club.

The members have also indicated in these discussions that they appreciate his hard work & commitment over the previous 40 years, but that they now believe it is time to elect a new Trustee to the position of Treasurer who will take the club forward into the future. Over recent months the members are aware that COVID-19 has had significant effects on the way the world operates, and the members need to ensure that the future of the club is secured. This means the club needs a more responsive Treasurer that can adapt and meet the challenging needs of the club and its members as we move forward into the post-Covid era, and beyond.

Members were then asked to vote by a show of hands in favour of the proposal, and this was counted by the 3 people outlined above. All 3 independently counted that 56 people present voted for the proposal.

Members were then asked to vote by a show of hands against the proposal, and this was counted by the 3 people outlined above. All 3 independently counted that 0 people present voted against the proposal.

Members were then asked if there were any abstentions by a show of hands, and this was counted by the 3 people outlined above. All 3 independently counted that 0 people abstained.

The 15 proxy votes for, and the 2 against, were given to the chairman.

The total votes thus counted were:

71, 97%, in favour of carrying the proposal.
2, 3%, against carrying the proposal.

The Chair informed the room of the count, and announced that in accordance with the constitution, as more than 2/3 of members present had voted in favour of the proposal, the proposal is carried.

He also announced that the Trustees would be informed of this outcome verbally and in writing.

The meeting was then formally closed at 8:10 pm.