



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 10<sup>th</sup> November 2021

Meeting started 8:00pm

Present:

Trustees: Ian Wilson (Acting Chairman) [IW], Chris Rushworth (Treasurer) [CR], Dan Hardy (Secretary) [DH], Lee Bradley (President) [LB], Robert Palmer [RP], Katy Davies [KD], Stephen Marrow [SM], Paul Lyons [PL]

Attendees/Guests: Mark Grimley [MG], Yvonne McGuire [YM], Nathan Webb [NW], Ryan Jennings [RJ]

Apologies for absence: Kevin Tuner-Hague (Chairman) [KTH], Phil Hopwood [PH]

### 1. Minutes from last meeting

Accepted as accurate. No matters arising.

### 2. Correspondence

- Tyldesley incident – Response from the referee’s secretary. The referee does not agree with the account given by us, but they are willing to move on due to the changes we have put in place.
- U15s disciplinary complaint received from Altrincham Kersal. Holding response has been sent, and SH has been investigating this. It was generally felt that there was little substance to the complaint, but it has not been dismissed yet.
- Letter from Vic Rushworth re proposal for Life membership for Terry Buckley. The meeting agreed to the proposal. DH and MG will action this.
- Lancs RFU 1st aid provision – passed onto Maggie Deakin (RugbySafe Lead). This is related to work done by GH following club safeguarding meeting & provision to cover 1st-aid course. We are currently well on course to match the minimum requirements by the start of the 2022-23 season.
- Proposal from RJ - Managers Jackets [appended to minutes]. Agreed.
- Proposal – 1<sup>st</sup> XV Flag bearer events [appended to minutes]. The proposal was agreed in principle, but there are details that need working out. It was agreed to trial these events this season and review after a few events whether it was worth the cost of purchasing flags.

### 3. Conflicts of interest

DH outlined the principles behind the email that had been sent to Trustees since the last



### Aldwinians Rugby Union Football Club

meeting that included the research and reading that were behind the updated Conflict of Interest policy. The policy was accepted, and it was also noted that this would now always be an agenda item.

IW noted a conflict of interest that he would have with the upcoming agenda item Matters Arising, J - Setting up of the pitches on a Saturday. The conflict was due to personal relationships, and IW would remove himself from any part of the discussion and decision making.

#### 4. **Financial report – CR** [email sent prior to meeting reproduced below – meeting comments added at the end]

*I have put together a finance team action tracker, that is attached for your information.*

*There is a live document that is in the Gdrive*

*[https://docs.google.com/spreadsheets/d/1SreLhXo58TsqqJ\\_IABQzX5VSML\\_qZXD/edit?usp=sharing&oid=108853126651077775045&rtpof=true&sd=true](https://docs.google.com/spreadsheets/d/1SreLhXo58TsqqJ_IABQzX5VSML_qZXD/edit?usp=sharing&oid=108853126651077775045&rtpof=true&sd=true) for those with access.*

*The aim is to make the finance emails for the CIO and TC non-person specific so that multiple persons can view and deal with emails as they land. This will assist in making a handover between volunteers as seamless as possible. My first line emails on accounts I've set up will be changed, but that should be the last time this will need to be done, irrespective of changes to whoever runs the finances in the future. This will apply to all suppliers, invoices and tax-related matters.*

*As can be seen the changes of structure from the UC to two separate organisations is a big undertaking that is still ongoing. We do have regular priorities to deal with on top of these actions, weekly, monthly and annually that I will add to the tracker. This can act as a reminder and will double up as a list of the rolls and responsibilities that the positions are responsible for.*

*If you are too busy to complete any tasks can I ask that you don't sit on them and let me know so I can sort it.*

*Can I also please ask those involved to add actions or roles and responsibilities to the tracker that need to be resolved. Then remove them as they are completed?*

*I will have the bank balances ready for tomorrow.*

*Aldwinians RUFC Nat West: £9,555.37*

*Aldwinians TC Nat West: £30,303.62*

*Barclays Account: £4,180.97*

*There are considerable sums due in. £17000 from the ticket sales, £5K rent arrears from Bellway. We do have VAT and other liabilities, but in round figures, we have around £60K surplus.*

There was discussion about the M&J 'tour funds' and what the club can, and should, provide in terms of kit, and other stash for each team. It was made explicitly clear that, as a charity, we cannot accept donations that are ring-fenced to a particular team; people can donate only to the charity itself. It was proposed by CR that the club pay £1,600 towards each team's kits that have been ordered (U11s, U12s and U15s), and that the rest come from their tour funds. This was agreed. It was also stated that it needs to be



## Aldwinians Rugby Union Football Club

communicated to coaches and parents, that the kits belong to the club and that they are to be passed down at the end of the season.

Pensions; CR also mentioned that contributions do not need to be paid for those earning less than £10k p.a., and that the club has registered for Nest. Employees will need to register with that if they want to. The allocation towards the pensions is to be decided by the TC.

We were fined £200 on the old unincorporated club for not paying PAYE, Mark Bate appealed it and got it overturned.

Mark Norton has been proposed as a director. This has been agreed via email from Trustees, but there was a brief discussion whether email votes actually stand as there hasn't been opportunity for all Trustees to debate before a vote is taken. Appointment of MN agreed.

### **5. Trading Company report – MG** [email sent prior to meeting reproduced below – meeting comments added at the end]

#### *Introduction*

*The past 4 weeks have been very successful. I am pleased that the introduction of the charity claim form seems to be going well. Unfortunately, due to Jaynes's illness I don't have any exact figures for this meeting. However, I will try and get them for the next meeting.*

#### *Covid*

*On the subject of Jaynes illness, we are responding to this daily and making changes to staffing as and when required. These are extreme circumstances though, and some of the incidents are turning up at very late notice. Whilst we will do everything in our powers to prove that this has minimal impact on our service and commitments*

#### *Presidents cocktail party.*

*Firstly, we would like to say a huge thanks and congratulations to Brads and Dawn on a fantastic event.*

*The decision to move the event to Saturday proved a great success. Looking back at the average takings from previous years there were around £2,500.*

*This year the takings were around £5,400 for the day.*

*We have received nothing but positive comments from the day so we will make sure that a big thank you also goes to Jayne and her team for all their hard work as well.*

#### *Mark Norton*

*As you will have seen from Chris's email last week Mark Norton has attended the last two trading company meetings with a view to taking over the financial director duties once Chris steps away from that part of his role. For the minute Mark will be appointed as the assistant finance director (but he will still be a full director of the Trading Company). With that in mind I would like to formally request that the trustees vote on accepting Mark into the Trading Company.*

#### *Fireworks*

*I know this is formally a charity event and had numerous volunteers, but I wanted to note a formal congratulations and thanks on behalf of the Trading Company to Yvonne for all her hard work and dedication over the several weeks to get this event up and running.*



## Aldwinians Rugby Union Football Club

*The initial feedback on costs and profits are suggesting it was the single most successful fireworks event we have done to date. As will be discussed there are always areas we can improve on, and we will look at these for next year. However, the event would not have been the success it was without the hard work that Yvonne has put in.*

*PC System & Laptop behind the bar*

*Firstly, I want to make it clear that I am extremely grateful for the resources and equipment that have been provided over the years. I fully appreciate and understand how busy we all are, and that we all have personal matters to deal with.*

*However, the PC & Laptop behind the bar have now become a single point of failure for us. The new laptop that Jayne has, had new Microsoft Office software installed on it. This has either now expired or stopped working. Jayne does not know how to update it and only Mike Marrow has any other access. Unfortunately, Mike has been extremely busy and has not had chance to resolve this for her. However, this means that she has now been without a PC/Laptop to do the cashing up and books for over a week. This needs to be resolved urgently by the software being updated so she can access it; a Trading Company Directors, Administrator account creating on both machines so that in the event Mike is unavailable one of the team can perform the updates needed.*

*This is now a major priority for us.*

*JG's absence has been covered as best as possible, including YM taking annual leave from her job to cover the bar – YM has been paid for this, and it was raised as a potential conflict with the TC prior to her taking on the cover.*

*The issue with the laptop was discussed, and MM was given the laptop to take away and sort out.*

### **6. Membership Report – DH**

*In the region of 50 new members, adults and M&J, with a loss of about 10. Big rise is mostly due to GH pushing additional adult membership for parents on new M&J sign-ups; feedback has been that a lot of the new parents are really loving the family feel of the club.*

*Proposal from GH for junior girl's membership at £10 pm. Agreed.*

*It was checked that the girls have a kit.*

### **7. Rugby Report – RP**

*RP reported email sent by RJ - *Hopefully Dan will be able to provide me (or trustees) an indication of the membership numbers. I am quietly confident that these will have increased. We are having more and more enquiries every week, and last night (Tuesday 9th) I posted on the local social media groups about trying to increase the numbers for the U7's. I have also emailed Andy Dwyer again to see if the information can be posted to local primary schools.**

*I am in the process for writing a development plan for the mini and junior section. I have the titles in place, I just need to get the questionnaire written now for parents, players and coaches to give us an overall sense of what is needed at the club.*

*We hosted the Tameside festivals. Massive thanks must go to Tiny, Si Hurdley, Rob Taylor and Martin Long for helping us set up the festival and officiate. We were able to*



## Aldwinians Rugby Union Football Club

*leaflet the event with the help of Stevie Wilson, and we have added 2 players to the U11's on the back of it. We also were able to mention the firework display to teachers, children, and the parents.*

*We held our first safeguarding meeting last Friday 29th October, the minutes have been produced and distributed. Many thanks to Dan Hardy for chairing it and taking minutes. Lots of constructive discussions were held, with lots of actions distributed.*

*2 meetings have been held regarding astro turf pitch requirements for the winter period (Nov-February). Lots of enquiries made, and we found we could not get enough pitch space at Wright Robinson, so we are also using Medlock.*

*It was decided that the following would happen.*

*U15&14's at the club moving around the different areas to avoid "wrecking" the pitches.*

*U13&U12 sharing half a pitch at Wright Robinson*

*U11-U7's using Medlock.*

*It has been noted that we left this far too late to secure better pitches. I had discussions with Terry Hall and Brian Miller (Chair and Vice-Chair of Audenshaw) regarding their 4G pitch. I am confident that as a club we will receive first refusal for next winter. I have made enquiries with Tameside to see if there was any funding available to install a 4G pitch where the training pitch is situated. Not currently, but Sport England do have a fund which we will pursue as and when it opens again.*

*I have found another landfill fund to look at the lighting on the training pitch. We would need to get quotes but I am confident that for the £40,000 we would be able to change the heads on the 2nd XV pitch for LED lighting as well as replacing the lighting on the training pitch.*

*Andy has been doing one to one sessions with some of the players from different teams, specifically on kicking.*

*I am having an operation on Monday 15th November and will be out for a week. I had hoped to launch the Wednesday night skill clinic this month, but I feel it would be prudent to wait until January now with the distractions of Christmas etc. With teams training at different times, this will free me up to do some coaching with different teams.*

*There was a brief discussion about invoices and costs of the artificial pitches. PL will pay the invoices as received. There were also discussions around the views of Barry Ross (groundsman) and the overuse of the pitches due to the amount of rugby activities there are now at the club; subsequently the discussion went towards having a long term plan for a 4G training pitch.*

*RP reported the report from RM:*

*1st team- now sit 3rd in the league and won the last 4 league games in a row.*

*Welcome West Park this Saturday in the cup- winners play Littleborough in the quarter final.*

*2's- top of the league and have won all 7 games they have played this season.*

*3's- moved up to 2nd in the league.*

*Training- good numbers still- minimum of 25 players each session plus integrated colts in to sessions on Tuesdays to make over 40.*



## Aldwinians Rugby Union Football Club

*Great competition for places, fitness levels are excellent and despite not having key individuals for recent games we have been able to call on the squad players who have come in and done a job. We have used over 40 players for the first team this season. Connor Prendegast coming back from injury and will play 3's, 2's then 1's will be a big statement in the club.*

*Key priorities this month.*

*2nd team to be fully loaded for potential title decider vs Widnes on Saturday 20th at home. RM working with MM to ensure 2's are strong that day.*

*Training- option to use the village hotel in Ashton if needed.*

The potential use of gym facilities led to a brief discussion about moving the rubbish from the gym refurbishment. CR to speak to a contact he has about getting it moved.

Agenda item, k) "Fielding of an ineligible player" was brought forward to this point. AH was played in the game against Oldham. RP reported the full details of how this had come about; issues around number of players available and trying to entice AH back to the club were included. AH's inclusion had been observed by IS and reported to the League Secretary, AW, who has spoken to Glossop. There appeared to be some confusion about being able to sign a player on the day, or up to 7 days after the match, but as Glossop want to play AH this coming weekend, they have put a complaint in. It was suggested that it was naïve of RM to play AH in this way. IS, as league chairman, has requested a meeting at the club with RP, LB and RM tomorrow evening. RP is unable to attend at this notice due to childcare commitments. There was discussion about the procedures being followed by IS in requesting this meeting. KTH was contacted by phone to confirm how the meeting was requested – IS had called KTH stating that the incident has been reported to Brian Stott, and that IS would like a meeting with those stated. There followed a long discussion about the worth of attending this meeting and where this falls within the disciplinary procedures of the league. As the meeting was very unsure of the disciplinary procedure that was being followed it was agreed that LB and RM should meet with IS.

There then followed a discussion about how RM should be disciplined following this incident; whether there should be a verbal or written warning. RP raised the possibility of there being a conflict of interest with himself in this situation, in which it was agreed there was no conflict by the meeting. DH was asked to write a written warning to be sent to RM.

### **8. Matters Arising:**

[Some items were concluded out of sequence with the published agenda due to items having been discussed earlier, or people being out of the room (toilet breaks), or confidentiality and requiring only Trustees to be present. This included AOB being out of sequence, but it is included in the minutes after the end of matters arising]

#### **a) Firework Night**

YM reported on the event.

It was noted as the most profitable event to date (including for the fairground).



### Aldwinians Rugby Union Football Club

SM was thanked for his work with the tickets and setting up the Eventbrite system; there was discussion on the 18% that they had taken, with £17k in sales, and £3k going to Eventbrite. It was suggested that next time we include the fee on the ticket price.

Stopping sales needs to be discussed. There was a question of where the 7,000 capacity figure came from. Some feedback on it being a ticket only event was positive in the fact that there were far fewer groups of disruptive people. More tickets had been sold in the last 4 days than had been sold in the 5 weeks previously. We do perhaps need to look at a system of selling 'extra' tickets on the gate from families that had a family of 4 ticket, but only 3 people attending.

There had been far more positive feedback than negative, with the majority of the negative feedback regarding the pricing of the fairground.

YM thanked PL for taking control of the risk assessment on the day.

Clearing up on Monday by KD, MN and VN had been phenomenal, with the entire area having been cleared in a few hours.

Staff on the gate had been very efficient; large queues had meant people expected to take about 40 minutes to enter from getting to the back of the queue, and yet were admitted in about 10 minutes.

Neighbours had experienced more fallout than in previous years which had been due to the wind speed and direction. MN had been round to the neighbours to clean up, and it was suggested that we offer the neighbours a bottle of wine or similar for compensation. The firework company will need to come back in the summer to update their risk assessment with the new housing estate being built.

We will need to further assess the perimeter as there was a large opening in the fence where families had been coming through with prams, and there had been kids sitting on neighbours' cars etc. Suggested that we put stewards on the ginnels next year.

There was also negative feedback about the guy selling balloon-style toys on the street, need to check if he has a pedlar's licence or require him to move.

With some figures still to confirm (including VAT claim), the total profit is approximately £9,850. Previously it has been just under £7k.

YM was heartily congratulated for the work she had put in.

#### c) CIO return for the year ending Jan 21

PL has found the return that he did and is aware of the changes that need making. DN worked with YM to do the last one and will help PL with this one. CR will speak to MB about what is needed further.

LB and YM to chase up trying to find an external auditor. Though it was accepted that we don't need this to be done prior to sending the return.

#### d) Data protection officer (and audit)

DH stated that, to comply with ICO regulations, we need a DPO and for them to complete an audit. Due to DH's roles with club data he cannot do it. Initially had suggested SM, but due to the amount of work he is doing and his roles with data, he cannot do it either. Ideally, we need a specialist, and there was discussion around whether we pay an external agent to do it. This was dismissed on the grounds that someone paid



### Aldwinians Rugby Union Football Club

would try to find work to justify their wage, and that we should try to find someone within the club to volunteer first. Several members were suggested to approach. SM was tasked with asking DM if he would do the role.

#### f) **Drains**

Following up from the previous meeting – RP has been quoted £500 to get survey done; agreed for this to be paid and go ahead with the survey.

RJ has found a funding stream for up to £25k, but we need the survey to be done before we can start to put a bid in for this.

#### e) **Finance Team Succession Planning**

[email from CR 17/10/21 – reproduced here, with discussion following]

*Dear All,*

*I had a meeting with Paul yesterday in which we discussed our positions and future availability as volunteers in the running of the finances of the CIO and TC.*

*As you were already aware I won't be standing as the treasurer at the next AGM when my term of office ends. I have decided that I also don't wish to continue as the finance director. I have a cut off date of Oct 22 by which time we must have measures in place for successors and to have effected the handover. This will have been a busy two years in office for us both.*

*Paul has decided that he doesn't wish to continue in a finance role past the next AGM, he will assist with the handover.*

*The recruitment of a volunteer assistant finance director brought a mute response. We did have one interested person, who I believe is going to become a director, however this individual has a busy job already and doesn't have the time in my view to ultimately meet the requirements of a finance director.*

*It needs to be made known to the membership that the position of the Treasurer and finance director need to be replaced at the next AGM and interested individuals should look to come forward now and get a feel for what is involved. Paul and I will stay on and effect a handover, but this as detailed above, is time limited and we ask that the trustees and directors assist in making serious preparations for the transition.*

*In the event that suitable volunteers don't come forward, Paul and I propose that a paid finance manager will need to be recruited to take on the responsibilities that Paul and I vacate. Although the charity conversion is almost complete, I expect a budget of around £20K to pay someone to take over these duties in a paid capacity (a three day week) will be required. Budget considerations need to be made for any future commitments as I expect the paid finance role is inevitable, given the demands of the roles.*

PL is now managing the CIO with CR overseeing that and doing the finance directorship for the TC. There is still a lot of work for pensions, card machines etc.

CR needs emails setting up for the roles so that handover can be done much easier. SM confirmed that separate emails (separate to info@) can be set-up for a minimal cost. MG was looking at getting the domain name set-up which will include emails.

MN coming in for the TC, CR will stay around for at least 12 months to help run through everything. PL will not be standing as treasurer at the AGM.





## Aldwinians Rugby Union Football Club

CR and PL estimated that between them they do approximately 5 days work a week as the treasury team, and therefore to get someone to replace them we may have to pay someone. In order for CR to assist in any medium to long-term handover he would still need to be a trustee, as having authority to act without being a trustee could prove impossible with several of the external agencies we deal with.

There was a discussion about how we might accommodate a new Treasurer, and keep CR and PL as Trustees. It was noted that the constitution decrees we must have a maximum of 9 Trustees, one of whom must be the Treasurer. IW, KD, and CR terms are up for re-election at the next AGM.

Due to the length of the discussion, the length of the meeting, and the complexity of this issue, it was determined that we were not going to determine solutions in this meeting. IW proposed that there needed to be a separate meeting for this purpose. DH requested that proposals be sent via email ahead of the meeting, so that it wasn't an open discussion meeting but focussed on solutions. It was agreed that this should be a meeting of the CIO Trustees and TC Directors together.

### **j) Setting up of the pitches on a Saturday**

IW left the meeting for this item due to a conflict of interest.

The boys setting up the pitches on a Saturday have been paid **£10** per match to date. It was felt that their current lack of motivation in doing a good job was due in part to the level of pay, and in part to the lack of direction in their job description. RP provided the meeting with a job description written by RM:

*Friday training- dressing rooms clean for Saturday.*

*Pre game*

- 1. Dressing rooms open especially the opposition-this can be done Friday.*
- 2. Post protectors, flags etc.*
- 3. Water bottles for each home team- speak with manager in charge*

*Post game*

- 1. All dressing rooms open- no players waiting to get in*
- 2. Referee dressing room open*
- 3. Kits in bags and put in for laundry*
- 4. Water bottles emptied and back in store- no stagnant water left in*
- 5. Dressing rooms swept- spare items put in lost property/ store as applicable*
- 6. Player door closed and latch put back on*
- 7. Lights off-*

It was recognised that J Bonser is paid **£20** for his roles of brushing up and opening up. After some discussion it was proposed that the boys be paid **£15** per match up to Christmas, and then **£18** if their work is deemed ok. The proposal was agreed.

### **h) Gym door/access**

A very brief discussion concluded that as we are in discussions about new software for the tills that this should be left to a later time.

### **i) Members thank-you**



### Aldwinians Rugby Union Football Club

There was discussion held around how to put on the thank-you to members for paying memberships during lockdown. Dates were discussed and it was agreed to put on the event 18<sup>th</sup> December, coinciding with a vets do, and a ladies do. It was agreed to have it for adults and 14+, and to do something different for children under 14 on another date; there is planned for a family event on New Year's Eve. Members will be given 3 free drinks and a meal ticket. This will be offered to all members regardless of when they signed up their membership.

g) [Confidential – item will be entirely redacted in published minutes. Trustees only were present] **Safeguarding situation involving adult member**

Due to misuse of drugs, the member has currently agreed to be barred from the TC, and has been stopped from coaching. Due to the nature of certain threats made, there was a discussion whether they should be banned from training or playing. There was serious concern that we need to look after all members at the club, but that we also need to try and use the rugby family to help the member. It was generally felt that the threats made were not likely to be carried out on the club's premises, but there could be no guarantees. It was proposed that we should help with finding some form of appropriate counselling and allow member to come to the club to train and play if they engaged with this. If they failed to engage with counselling, or if there were any hassle that was to come to the club, or if there was any indication of continued drug use at the club, then the member would be banned. Agreed.

#### **AOB**

- Disabled toilet. There should be a master key, it has a normal lock on. Lock needs changing. To be passed on to KTH.
- Mattison Downs. Proposal to send flowers from the club. U7s and U8s have set-up a paypal account. Agreed for KD to sort out the flowers and send the bill to the club.
- Facebook. SM stated that we now have over 1,000 members on the Facebook page.

Meeting closed 11:35pm

Next meeting scheduled for 8<sup>th</sup> December.



**Aldwinians Rugby Union Football Club**

Aldwinians Proposal Template v0.2 21/6/2021

Project Title: Managers Jackets    Date: ASAP

Charity or Trading Co: Charity    Name of Proposer(s): Ryan Jennings

<b>1</b>	<b>Brief Description</b>
	We would like to purchase warm waterproof jackets for all the mini, and junior managers.
<b>2</b>	<b>Background and Supporting information (why do we need to do this?)</b>
	We expect a lot from managers, they now have a job description, and behind the scenes they work just as hard as the coaches. They are always outside on the side of the pitch both on a Friday and a Sunday. It would be nice to provide them with a jacket. It also means they are more easily identifiable and highlights that they are working in an official capacity.
<b>3</b>	<b>Financial implications (What will it generate? What will it cost?)</b>
	It swill cost £30 per jacket inclusive of VAT and embroidery. I still need to confirm numbers but I believe it is 10, therefore the cost would be £300
<b>4</b>	<b>Resources (What do we need to do this?)</b>
	Trustees permission to proceed Ryan to place the order Treasury team to pay invoice
<b>5</b>	<b>Timescales (i) when would want or expect this to be implemented by? (ii) Is this to run indefinitely or are there any specific dates or duration?</b>
	If it is agreed, I would like to place the order on Thursday, I will then receive an invoice which can then be paid at the treasury teams earliest convenience. The jackets should then arrive within 2 weeks.
<b>5</b>	<b>Benefits (Who, how and what will be the benefit?)</b>
	Managers feel appreciated Corporate Giving a little back for what we recieve Part of our community/family club ethos.



**Aldwinians Rugby Union Football Club**

Aldwinians Proposal Template v0.2 21/6/2021

Project Title: 1st XV flag bearer event    Date: Saturday 15<sup>th</sup> January 2022

Charity or Trading Co: Charity    Name of Proposer(s): Ryan Jennings

<b>1</b>	<b>Brief Description</b>
	<p>Invite U12's parents to a pre-match meal (parents pay) 1pm start            Invite U12's coaches x2 and manager x1 (free meal as a gesture of thanks from the club)            Ryan Jennings coaches u12's from 1pm-2pm. At 2pm, Ryan takes junior players to get their playing shirts on and gives them a flag so they can be flag bearers for the 1<sup>st</sup> XV at 2.15pm.            At 2.15pm – shirts and flags collected back in, the boys and girls then get fed (burger/sausage/nuggets and chips) supervised by Ryan Jennings. Children returned to their parents to watch the 1<sup>st</sup> XV match.</p> <p>NOTE: I plan to do this for every mini/junior team up to U12's until the end of the season.</p>
<b>2</b>	<b>Background and Supporting information (why do we need to do this?)</b>
	<p>It bridges the gap between mini/junior section to the seniors.            It gets the youngsters watching rugby.            Gives parents and children a sense of belonging to the club and hopefully they will invest more time/money in to it.            Potential sponsorship opportunities.            A nice gesture to give coaches a free meal to thank them for all the hours they put in to the club. Kids have an enjoyable day out, different coach, free food, different "game day" experience.            Hope that parents and children enjoy it so much they return the week after, even when its not their team flag bearing.</p>
<b>3</b>	<b>Financial implications (What will it generate? What will it cost?)</b>
	<p>Cost            £300 one off fee for the flags.            £20-30 for coaches meal.            £20 for players burger and chips            Chef and waiting on staff costs (covered by fee for meals)</p> <p>Money generated.            £100 from raffle            £200 bar takings on the day, hopefully more in future.</p>



**Aldwinians Rugby Union Football Club**

Pre-match meal costs will be covered by taking payments upfront.	
<b>4</b>	<b>Resources (What do we need to do this?)</b>
Trustees permission to proceed Club chef to cook pre-match meals and staff to wait on tables Tables/chairs/table clothes/plates and cutlery Ryan to place the order for flags Treasury team to pay invoice for flags Method of collecting payments	
<b>5</b>	<b>Timescales (i) when would want or expect this to be implemented by? (ii) Is this to run indefinitely or are there any specific dates or duration?</b>
If it is agreed, I would like to place the order for flags before the end of November. I will then receive an invoice which can then be paid at the treasury teams earliest convenience. I would like this to also happen on the following 1 <sup>st</sup> XV games 29/1 – U11's 19/2 – U9's/U10's 19/3 – u7/8/9's	
<b>5</b>	<b>Benefits (Who, how and what will be the benefit?)</b>
As well as the obvious financial benefits of having an extra 20 families watching on a Saturday afternoon, I would hope we could advertise sponsorship opportunities to parents before/during/after the meal. Good networking opportunities Cement friendships, and loyalties to the club Children enjoy the Saturday experience Children ambitious to play for the first team Repeat appearances from families. 1 <sup>st</sup> XV gain more support, better atmosphere. Visiting clubs get the opportunity for pre-match meals Our members get the opportunity for pre match meals again	