

Fairford Rugby Club Committee Meeting 16th May 2022

Present: Steve Darley (SD), Wendy Button (WB), George Ellis (GE), Andy Stopka, (AS), Danny Briggs (DB), Debbie Rees Jones (DRJ), Karen Spour (KS), Katharine Buchanan (KB), Lorna Pugh (LP), Chris Jackson (CJ), Helen Ross (HR), Kenny Robins (KR), Gill Stopka (GS), Chris Hill (CH), Gemma O'Brian (GO)

Zoom: Ceased

Apologies: Lindsey Thurlow (LT), Scott Cohoon (SC), Adam Blizzard (AB).

AREA	Meeting Discussion Summary	New Actions	Owner	Target Closure Date
CHAIRMAN	<p>Beamer's Memorial Day was amazing success. Stroud RUFC have praised the day and plan to do something similar. Could do VPs day / Gala Day / Festival of Rugby each year.</p> <p>EOSD excellent.</p> <p>External Meetings – Stroud Combination is 3rd Monday of every month.</p> <p>Discussion – do we move to 2nd Monday of every month? GE – could we coincide with when DB is in Fairford training on a Tuesday?</p> <p>Decision – 3rd Tuesday of each month from 16th August onwards.</p> <p>No committee meeting in June required due to AGM.</p> <p>Possibly also skip July and reconvene in August.</p> <p>SD confirmed the excellent news that DB will be staying with FRFC. The meeting discussed when and how to consider a longer-term successor. GE assured the meeting that DB will help us find a replacement and run along side them to help the transition.</p>	<p>Action # 89: Plan date for Rugby Gala Day within 2022/2023 season.</p> <p>Action # 90: DB to plan coach succession</p>	<p>SD</p> <p>DB</p>	<p>OCT-22</p> <p>June-23</p>



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	The meeting discussed ways of reducing DB's workload: Players need to do their part with duties. Committee need to impress upon the Men's Seniors that they need to help with the general tidy up of pads and cones etc after each match and training session.			
CLUB DEVELOPT	Nothing further to report			
FINANCE	<p>Need to sort out levels for membership. KB has sent out suggested figures. Need to raise more funds therefore we must raise membership fees. Will present details about why fees will be going up. Eg. Cirencester juniors paid £100 last year.</p> <p>SD explained that the club protocols regarding the setting of the membership fee is that the figure needs to be agreed by the committee and divulged to the membership at the AGM – it is not mandated that the AGM votes on the fee set.</p> <p>GE mentioned youth drawing in revenue. We need to be cautious about overloading the Junior's fees to lessen the costs for the seniors by too much. The seniors do bring in additional revenue through the pitch-side bars though. It must be made clear that all sections of the club do contribute – but in different ways.</p> <p>Sponsorship is often directed at specific target groups.</p> <p>The Chairman stated that we need to share a report of income and outgoings with the membership at the AGM in the interests of transparency.</p>	<p>Action # 92: SD to contact KB to arrange poll on-line to establish what figure to set the membership fee.</p> <p>Action #93: KB & GE to create revenue summary which SD will present.</p>	<p>SD</p> <p>KB / GE</p>	<p>May-22</p> <p>June-22</p>
COACHING	CH notified the meeting that there will be some coaching sessions over the summer. Discussed inviting GS to do Rugby Safe brief			



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YOUTH	AB will be standing down as coach's coordinator next season. AB will be happy to support CH remotely.			
SENIORS	Nothing in yet from RFU regarding league structure changes. Possibly top 5 going into Gloucester Prem North / South Junior Cup repaired and engraved.			
VIXENS	5 x coaches lined up for Inner Warrior. Georgie and Millie joining Army. Charlie at Bath Uni. 2 x new additions from Cirencester.			
YOUTH	3 x youth girls have ceased training. The meeting decided that the girls' team is not viable.			
JUNIORS	Nothing further to report			



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SOCIAL	<p>DB has published a fitness challenge event in late June / early July on social media. DB would like an event on the Sunday 3rd July to end challenge</p> <p>GE briefed the meeting about the plans for the float for the Platinum Jubilee celebrations on Saturday 4th June. Meeting at Farmors School gates at 11:45am. Need approx. 6 to meet GE at cabin at 10am in Coaches kit to dress float. Need a helium can to help inflate balloons</p> <p>Fairford Youth FC clean up – FRFC have been asked to clean painted concrete floor starting at 9am on 21st for the cleaning team. LP has industrial buffer. Needs at least 24 hours to fully dry prior to painting.</p>	<p>Action # 94: LP to put out Spond event and FaceBook page for Platinum Jubilee Float</p> <p>Action # 95: SD to brief Greg Shuter of Fairford Youth FC about plan to use industrial scrubber to clean floors on Friday 20th May and finalise dates for painting access a few days later</p> <p>Action # 96: LP to deploy 2 x cleaners for Friday 20th May.</p>	<p>LP</p> <p>SD</p> <p>LP</p>	<p>June-22</p> <p>May-22</p> <p>May-22</p>
SPONSORS	<p>Covered during previous discussions. ESOD tickets will be allocated by prioritising players; youth and active club members then notifying all sponsors to take any remaining tickets on a first-come-first-served basis. Sponsors will be invited to VP / Sponsors days</p>	<p>Action # 97: SC to send out thank you message to all sponsors via GMS</p>	<p>SC</p>	<p>June-22</p>
COMMS / MEDIA	<p>Newsletter due out mid-next week. KS is planning on making it a celebration of season. Will drag photos in from social media. KB has asked for sponsors to get mentions.</p> <p>LP is having problems with children’s photos because certain children do not have photo permissions enabled. Discussed a plan to post photos via the secure GMS site with strict caveats in place to ensure that any parents who download are made aware that they must not divulge certain photos on social media.</p>			



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	Decision: Parents will be emailed before a team photograph is being planned so that children who do not have photo permissions approved can be discreetly moved out of the shot. It is the Parent's responsibility inform the photographer.			
SAFE GAURDING	As above			
AOB	<p>HR mentioned that it may be good at AGM to have a fundraising target graphic</p> <p>Feedback from LT: Security glitch on website has been sorted. Notify her if decisions are made regarding player sponsor fees and if COLN House Security decisions.</p> <p>SC asked if the committee would give him the go-ahead to get the black gazebo?</p> <p>GE mentioned that Linwoods agreed to pay for a new gazebo to replace the one they left under a tree for too long but this offer was made over a year ago and needs to be re-opened.</p> <p>Is Greg Jones' company logo going on the new gazebo? DRJ confirmed that PremLease is on the sides of the new gazebo design.</p>			
ADMIN	Next meeting will be AGM 20/07/22 and next committee meeting will be 16/08/22 at FCC		ALL	

