

**Weymouth Rugby Football Club Ltd**  
**(Founded 1872)**

**Monmouth Avenue, Weymouth, Dorset DT3 5HZ**  
**Telephone 01305 778889**

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Minutes for Committee Meeting held 25<sup>th</sup> July 2011 18:30 Clubhouse

**Attendees:-** Glyn Arnold, Sally-Ann Chittick, Christopher Davis, Denise Davis, Barry Ross-Mackenzie & Katherine Berry

**Absent:-** David Allan, Paul Harding, John Beare, Desmond Quick, Nathan Parker & Laura Beare

**Apologises:-** Jason Weston, Julian Quick, Julian Oddy & Chris Calton

### **1 Outstanding Items**

Previous minutes December 2010 to Date **GA to progress**

Investec JO, **Still to sort JO** advised this may be for ADT Alarm

Completed accounts 2010-11, **JO advised 2 weeks, around 12<sup>th</sup>**

**July\*\*\*Urgent\*\*\***

Costing of Facilities for all Groups **CD** working on will be completed and circulated after the completed accounts with full breakdown of costs are received. **Waiting for the accounts to complete**

Bar return form **CD & LB**, To Complete, awaiting info from **LB & JO**

Use of Mini buses, return same day fuelled. **CD** will out together a list for discussion of distance when they can be used. **With CD**

Gas Boiler & Fire testing and cert. **GA** will speak to Tom Moate about the Boiler and Fires\*\*\***GA to Sort\*\***

Fire Extinguisher testing **JW** will look into

Kitchen work and lock. **GA** to sort

Distribute posters Weymouth & Portland **CD**. **CD** putting together, with Kevin Leatham

### **2, Admin**

SOA awaiting DQ (schools) **Completed** and **JO** accounts

List of attendees for General Committee meeting **Agreed by all who will form the General committee members**

Guidance for committee members **CD to Complete**

Courses (A Club for all, Equity in your coaching and coaching disabled people) **add to next Agenda as Volunteers needed**

Next meeting will be 15<sup>th</sup> or 29<sup>th</sup> (Tuesday) August, **Agreed Tuesday 30<sup>th</sup>**

August. **KB** asked if Teamer would help as Committee members will get a text message asking them to confirm attendance. **CD** has now set this up.

### **3, Finance & Funding**

Just Giving site\*\***JO to Sort\*\***

Gift Aid to date\*\***JO to sort\*\***

M&Y Membership forms (Gift Aid) **to look at due to concerns that we may not get a minimum of £40 per child paid**

Month end dates to set, monthly accounts 1 week afterwards. **JO** not present **to agree and put in place**

Monthly meter reading Gas / Water & Electricity, **These will be read at month end now, price matching will then take place**

### **4, House & Grounds**

Preseason work at the club, **Date for end of work to be put in place GA will advise and Confirm date**

(Showers, changing rooms, hallway, container, fencing southern pitch)

Working party dates **GA**. 2<sup>nd</sup> Date **\*\*\*\*GA\*\*\*\***

Southern pitch fencing needs urgent attention. BRM was organising ? **Need to sort as we have some fencing**

Northern Pitches update, **Ongoing with HGH awaiting answers**

Flag`s and post protectors for Northern Pitches, to order **\*\*To Sort when we get the pitches returned\*\***

Storage Northern Pitches, **Container needed to look at**

Facilities planning, Clubhouse, Changing rooms etc, **Ongoing GA is looking for somebody to draw up some plans so they can be costed**

Ongoing maintenance, **to be sorted proposal in progress with GA**

Caravan`s, callout, waste & liquid waste disposal. **GA to meet the Stewards and sort**

Fencing off clubhouse and wood, **to sort as this will helpfully stop the dog issue**

Disabled parking and signage, **to sort prior to the season starting**

## **5, Playing, Coaching & Club Coaching Co-ordinator**

Coaching Licence CD. **CD will keep BRM Advised on who had not yet put in for the RFU licence**

Completed forms from Senior Training DA / DQ. **No forms yet returned and no new players registered.**

Registered 1<sup>st</sup> XV players list (de-selection) **PH has advised CD and these have been actioned**

In house Referee training and support DA. **With DA**

Selection Policy publication DA, PH. **Still to be published with DA**

## **6, Membership & Marketing**

Unpaid Membership CD. Letters have been sent out and first list of players unavailable for selection has been sent out. **So far no payments have been made (to my knowledge)**

Website Date for completion of all of the work. **CD now helping KB and updates are in progress**

Sponsorship & Kit CD & GA. To provide an update. **GA will sort under 15`s shirts (Blacknawl Builders), ONeils are being looked at to provide new kit, GA will get some samples. Stylish stitches will need to use the new logo. KB asked about stock that John Lloyd has, could we sell this as it is being offered on a sale or return basis and we only have to pay for it once we sell it. This was agreed but KB asked to keep a record so we only pay for what we have sold.**

## **7, Mini & Youth & Schools**

Pre Season meeting, **with JL to plan**

New Welfare, Equity Policy, Recruitment Policy & Emergency procedures, **these are now on the website under communications**

4<sup>th</sup> September registration day, **we need to ensure that we capture everybody on the day.**

SC raised some concerns about Beach rugby and advised that we need to look at how we run the event next year in regards to what age groups play each other etc

## **8, AOB**

KB, Nothing

BRM, Nothing

DD advised that the Dishwasher needs repairing

SC, Nothing

GA, Nothing

CD, Nothing

Meeting Ended 20:25

Glyn Arnold \_\_\_\_\_ Chris Davis \_\_\_\_\_