

Weymouth Rugby Football Club Ltd
(Founded 1872)

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

Agenda for Committee Meeting 30th August 2011 18:30 Clubhouse

Initiation sent to :- Glyn Arnold (GA), Sally-Ann Chittick (SC), Christopher Davis (CD), Denise Davis (DD), Barry Ross-Mackenzie (BRM), Katherine Berry (KB), David Allan (DA), Paul Harding (PH), John Beare (JB), Desmond Quick (DQ), Jason Weston (JW), Julian Oddy (JO), Nathan Parker (NP) & Laura Beare (LB)

1 Outstanding Items

Over 1 Month Old

- a) Previous minutes December 2010 to Date **GA to progress**
- b) Investec JO, **Still to sort JO advised this may be for ADT Alarm**
- c) Completed accounts 2010-11, **JO advised 2 weeks, around 12th July***Urgent*****
- d) 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**
- e) Bar return form **CD & LB, To Complete, awaiting info from LB & JO**
- f) 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**
- g) Gas Boiler & Fire testing and cert. **GA will speak to Tom Moate about the Boiler and Fires***GA to Sort****
- h) Fire Extinguisher testing **JW will look into**
- i) Kitchen work and lock. **GA to sort**
- j) Distribute posters Weymouth & Portland CD. **CD putting together, with Kevin Leatham**

Last Meeting Items are listed by Heading (Committee`s)

2, Admin CD

Last Meeting

- a) Guidance for committee members **CD to Complete**

New Items

- a) Courses (A Club for all, Equity in your coaching and coaching disabled people) **add to next Agenda as Volunteers needed**
- b) Next meeting will be moved from 12th September to 19th September due to cluster meeting at Swans
- c) M&Y recruitment Sunday 4th Sept, printing forms etc

3, Finance & Funding JO

Last Meeting

- a) Just Giving site ****JO to Sort****
- b) Gift Aid to date ****JO to sort****

New Items

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

- b) Month end dates to set, monthly accounts 1 week afterwards. JO not present to agree and put in place
- c) Monthly meter reading Gas / Water & Electricity, These will be read at month end now, price matching will then take place. Info from JO
- d) Bar prices from JO for Stock Takes

4, House & Grounds GA, LB, JB & DD (Grounds BRM & DQ)

Last Meeting

- a) Preseason work at the club, Date for end of work to be put in place GA will advise and Confirm date
- b) (Showers, changing rooms, hallway, container, fencing southern pitch)
- c) Working party dates GA. 2nd Date ****GA****
- d) Facilities planning, Clubhouse, Changing rooms etc, Ongoing GA is looking for somebody to draw up some plans so they can be costed
- e) Fencing off clubhouse and wood, to sort as this will helpfully stop the dog issue
- f) Disabled parking and signage, to sort prior to the season start
- g) Flag`s and post protectors for Northern Pitches, to order**To Sort when we get the pitches returned***
- h) Storage Northern Pitches, Container needed to look at
- i) Ongoing maintenance, to be sorted proposal in progress with GA
- j) Dishwasher needs repairing prior to the season

New Items

- a) Northern Pitches update, Ongoing with HGH awaiting answers Glyn Arnold and Des Quick to provide full update please
- b) Southern pitch fencing needs urgent attention. BRM was organising? Need to sort to stop everybody walking across the Pitch
- c) Keeping Club updated on Northern Pitch issues
- d) World Cup Opening, Bar / Food etc
- e) Pitch markings 3rd / 10th ETC

5, Playing, Coaching & Club Coaching Co-ordinator PB, DA, BRM & NP

Last Meeting

- a) Coaching Licence CD. CD will keep BRM Advised on who had not yet put in for the RFU licence
- b) Completed forms from Senior Training DA / DQ. No forms yet returned and no new players registered.
- c) Registered 1st XV players list (de-selection) PH has advised CD and these have been actioned
- d) In house Referee training and support DA. With DA
- e) Selection Policy publication DA, PH. Still to be published with DA

New Items

- a) Proficiency Awards BRM

6, Membership & Marketing SC, CD, KB

Last Meeting

- a) 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)
- b) Website Date for completion of all of the work. CD now helping KB and updates are in progress

- c) Sponsorship & Kit CD & GA. To provide an update. GA will sort under 15`s shirts (Blacknowl 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.

New Items

- a) New kit prices
- b) Sponsorship agreement
- c) Blacknoll Shirts under 15`s
- d) Waterside and other sponsors

7, Mini & Youth & Schools JW

Last Meeting

- a) Pre Season meeting, with JL to plan
- b) New Welfare, Equity Policy, Recruitment Policy & Emergency procedures, these are now on the website under communications
- c) 4th September registration day, we need to ensure that we capture everybody on the day.

New Items

8, AOB