



## Crowborough Rugby Football Club

# AGM Minutes 2015

**Date:** Friday 26<sup>th</sup> June 2015

**Venue:** Crowborough Rugby Club, Steel Cross, Green Lane, Crowborough, TN6 2XB

**Time:** 8.00pm

### 1: Attendees and Apologies for Absence.

The following Members attended the AGM on Friday 26<sup>th</sup> June 2015:

David Bennett	William Murphy	Graham Callard	Paul Gray
Rick Howe	David Shortland	Drew Pratt	Bryan Kain
Ollie Jude-Trailor	John Sayer	Eddie Bridges	David Clark
Peter Johnstone	David Pogson	John Wilmshurst	Tim Rons
Sean Beamish	Tracey Radford	Nigel Pooley	Karen Shillingford
Peter Shillingford	Len Frank	Ian Geering	Mark Rosier

Apologies were received from:

Sandy Griffin	Simon Davies	Frances Davies	Jeremy Evans
Steve Edwards	Linda Callard	Bill Preece	Sarah Preece
Maz Howe			

### 2: To approve the minutes of the AGM held on 27<sup>th</sup> June 2014.

**Proposed:** Eddie Bridges. **Seconded:** Bryan Kain.

The minutes were approved unanimously.

### 3: To receive Reports for the 2014-15 Season.

#### Report from the President: David Clark

David Clark presented the Report from the President that contained the following key messages:

- The 2014/15 season once again saw further progress in the management and governance of CRFC. Peter Johnstone replaced the retiring Richard Lambert as Finance Director in a key change that was handled seamlessly. The club has a stable and very effective executive, extremely well led by Chairman Graham Callard, which has its eyes not only on the financial health of the club but also the culture and mission that needs to accommodate all members and players from the under 6's to retired supporters.

- The ethos of CRFC has drawn many compliments and we are aware of being in the gaze of the RFU and other clubs looking to position themselves at a time when we have firmly entered a 'pro-am' world of what can only be described as 'near amateur' rugby. London SE2 is on the crossroads between truly amateur and part professional sport. We have been observing this for some time as well as the type of clubs being promoted and relegated. Our strategy on this subject is regularly discussed and I am pleased to say that there is a determination at all levels in CRFC to remain amateur. Our task will be to play at a level in the 1sts to justify our position in London SE2 whilst ensuring that the club remains one club irrespective of team level played. The number of young players who have run out with the 1sts in the last couple of seasons is testimony to the success of that approach.
- David thanked the entire executive for their active and unselfishly given support, and also the many sponsors, volunteers and supporter who all make it a pleasure to be part of CRFC.
- In his report David recognised the significant contribution made by Andrew Hunter in his role as Head Groundsman. Andrew stood down at the end of the 2014/15 and is moving to the West Country. The Club wishes him well for the future.

### **Report from the Director of Finance: Peter Johnstone**

Peter Johnstone presented the un-audited Financial Statements for the Year Ended 30<sup>th</sup> April 2015. The report contained the following key messages:

- The Club made a small £1.4k surplus before prior years' adjustments. After prior years' adjustments the Club had a deficit of £11.2k.
- Total Income increased by £28k (+13.5%)
- Total Expenditure increased by £35k (+21%)
- Bank and cash balances at the year-end totalled £14.9k compared to £11.2k in the previous year.
- During the year loans from external lenders reduced by just £10.6k from £204.5k to £193.9k, due to repayments of £21.9k, offset by the adjustment of £11.3k for the change in recognition of monthly payment splits of interest and capital.
- The Unsecured Loan Notes, which are the amounts borrowed from Members, were unchanged at £81.0k.
- In his report Peter Johnstone recognised the significant contribution made by:
  - The Clubs Sponsors and Advertisers whose generous support accounts for 32% of the Club's income, excluding revenue generated from Clubhouse Activities.
  - Simon Davies in the work he does to collect the Annual Subscriptions that accounts for 41% of the Club's income, excluding revenue generated from Clubhouse Activities.

**A copy of the Financial Report for the 2014-15 Season is attached.**

### **Report from the Director of Senior Rugby: Paul Gray.**

Paul Gray presented the Report for Senior Rugby that contained the following key messages:

- The 1<sup>st</sup> XV finished a creditable 6<sup>th</sup> in LSE 2. It was a tough season due to a competitive league and the number of injuries sustained. The number of players who played in 1<sup>st</sup> xv was 55, which may be seen as encouraging. Also the number of colts coming through to senior squad is testament to the great work being done at junior level and the coach's selection policy. The 1<sup>st</sup> XV were appreciatively sponsored by 'Beacon Security' who will continue next season.
- The 2<sup>nd</sup> XV struggled in their Sussex County One campaign but dug in and did well to avoid relegation. The league is also highly competitive, featuring a number of strong 1<sup>st</sup> XV's and 2<sup>nd</sup> XV's from Brighton and Hove. In combination with the large number of injuries in the senior squad the 2's had a tough time but hopefully getting squad players fit and available will enable them to compete next season. The 2<sup>nd</sup> XV were appreciatively sponsored by 'Kitch' who are moving aside for next season, with 'Crown Oak' taking over the sponsorship.

- The 3<sup>rd</sup> XV finished an admirable 7<sup>th</sup> in Shepherd Neame's Asahi 2 East League. They were the highest placed 3<sup>rd</sup> XV in the league with only 1<sup>st</sup> and 2<sup>nd</sup> XV's finishing above them. The 3<sup>rd</sup> XV was once again well run largely through the admirable efforts of the Radford brothers and were appreciatively sponsored by 'Runway Apprenticeships', 'MEP' and 'Marketing Delivery.'
- Head Coach Richard Siggs and his coaching team of Dan Moore and Tom Ireland and strength and conditioning coach Charlie Large were all outstanding. As were the game management team of Ian Geering, Colin Forster and Andy Barker. All are to continue next season.
- Tours to Magaluf and Hamburg were a great success, as was this years Senior Awards night. The Club continues to have a great social side alongside the rugby.

### **Report from the Chairman of Junior Rugby: Nigel Pooley**

Nigel Pooley presented the Report for Junior Rugby that contained the following key messages:

- Nigel reiterated the thanks already given to all the Ground staff, Caterers, Friday Club Members, Committee Members and Coaches for all the work they put into this club not just during the playing season but also all year round.
- In addition he thanked Graeme Pratt who somehow always ensures that we have referees for our games no matter what short notice and changes are thrown at him, Frances Davies and Karen Rosier whom act as our safeguarding officers and Drew 'Paparazzi' Pratt the ever present action photographer who has taken some exceptional shots throughout the season. Finally, he thanked the patrons, sponsors and supporters of this club, without whom none of this would be possible.
- This season has been an eye opening first season as The Chair of the Junior section. We started the season with teams in all age groups; U13, U14, U15, U16, Colts but struggled to maintain the playing numbers as the season continued until unfortunately we had to fold our U15 side. We absorbed some of the players into the u16 and some players left for another club, where we wish them well and hope to see them back to Crowborough to play in the Colts. Therefore this coming season we will be running U13, U14, U15, combined U16/ U17 and Colts sides. This new combined U16/ U17 side will have its coaching team headed up by Sean Derrick the 1st team Captain to ensure they get the coaching that they deserve.
- The U13 tour to Guernsey was a great success with the team winning on the pitch and on the go karting track. They managed to only pick up minor injuries and succeeded in returning home safely.
- The U14 team had a tremendous season culminating in an end of season showdown against Bognor with both teams unbeaten in the Sussex League. Crowborough were totally dominant throughout the game with the final score of 71-7.
- Our end of Season Awards evenings were held on 15/16th May where we recognised the achievements of all our players. The awards evenings were a great success despite a few missing trophies and a bit too much raucous behaviour.
- This coming season we are pleased to be welcoming Andy Parker and his coaching team to the U13 age group and hope they can emulate the success they have achieved at mini rugby.
- We will be looking to be more supportive of our coaches, the majority of whom are qualified to Level 1, in furthering their coaching skills and qualifications to ensure the achieve an even higher standard of coaching for the junior section
- Also next season, we will be putting more emphasis on coaching from the top of the club down and with Club Coach Richard Siggs; we will be introducing specialist development groups within training sessions utilising the coaching assistance of first team players.
- Above all else we will ensure that this club will make every effort to provide a safe and fun environment to help junior development and enjoyment of this sport.

## **Report from the Chairman of Mini Rugby: Tracey Radford.**

Tracey Radford presented the Report for the Mini Section that contained the following key messages:

- Currently we have over 180 regular players across 7 age groups (U6 to U12) with 32 coaches, the majority of whom are qualified with rugby ready and a significant proportion to Level 1.
- Our friendly, inclusive yet competitive nature has attracted members from outside the usual catchment area. We now have a number of members who drive past other clubs to come and train and join CRFC.
- During the season our teams participated in 12 festivals across East and West Sussex successfully winning or reaching the finals in most. Our own mini festival was held in November, on Remembrance Sunday with 60 teams and 600 players from 10 clubs participating and notably observing the two minutes silence in such a thought provoking manner, it was commented on by all.
- We also hosted the Sussex Finals in April, where the top clubs from the each of the regional finals (East I & East II, West I & West II) took part in a round robin contest. The finals featured three teams from CRFC (U8, U9 and U10's) with the U8's successfully crowned Sussex champions.
- An entertaining Christmas party was held for all the age groups with over 100 players and parents attending, thanks to the U6's and U7's for organising.
- The mini tour took place in April and over 100 players and parents visited the New Forest and took part in a variety of outdoor activities as well as playing rugby against a local side. A number of local companies support the tour and thanks go to all (Marketing Delivery, Tavistock Media, CLM, Dorset Arms, Speldhurst Quality Foods, Maria Lara's Fresh Pasta, Superclean Laundrette).
- Awards day was held in early May and recognised the efforts of all our players. The awards also acknowledged the efforts of many of coaches but in particular Andrew Parker and Jonathan Fairy who coached our current U12's from the U6's. The day was concluded by the annual dads and coaches match against the 3rd XV, which was a great success
- Looking forward we are hosting a three day mini Harlequins Camp at the end of July and have secured a sponsorship deal with Speldhurst Quality Foods for next season.
- Tracey recognised the significant contribution made by the Coaching Teams and made specific mention of the work done by Frances Davies and Karen Rosier in their role as Safeguarding Officers.

### **4: To elect the Executive Officers for the 2015/2016 Season.**

The AGM was asked to elect David Clark as President for the 2015/16 Season

**Proposed:** Graham Callard. **Seconded:** David Bennett  
Passed unanimously

The AGM was asked to elect the following individuals, by block vote, as the Executive Officers for the 2015/16 Season.

- Chairman - Graham Callard.
- Director of Senior Rugby - Paul Gray
- Director of Junior Rugby - Nigel Pooley
- Director of Mini Rugby - Tracey Radford
- Director of Governance & Secretary - David Bennett.
- Director of Finance - Peter Johnstone.
- Director of Marketing - David Shortland.
- Director of Facilities - John Sayer

**Proposed:** David Clark. **Seconded:** Sean Beamish  
Passed unanimously

Following the election of the Club Executive Graham Callard commented that this was the first time in living memory that Eddie Bridges had not been standing as an elected Club Official. Graham recognised the massive contribution made by Eddie over many years.

#### **5: To elect Sandy Griffin as an Honorary Vice President.**

Sandy was thanked for her contribution to the Club over many years.

**Proposed:** Graham Callard. **Seconded:** Bryan Kain  
Passed unanimously.

#### **6: Audit Procedure Resolution.**

In accordance with Section 4A of the Friendly and Industrial Provident Societies Act 1968 the Members were asked to approve the proposal that CRFC dis-applies the provisions of Section 4 of the act, which moderates the requirements of appointing auditors and undertaking a full audit, subject to the conditions set out in Section 4A.

**Proposed:** Peter Johnstone. **Seconded:** Nigel Pooley  
Passed unanimously.

#### **7: Tactical Plan for 2015-16.**

Graham Callard presented the draft Tactical Plan for the 2015/16 Season. The presentation outlined our planned activities in the following four key areas for the 2015-16 Season:

- 1. Rugby:**  
To implement a range of activities to continue to 'grow our own players', remain competitive across all squads and to remain passionate about the game's ethos.
- 2. Commercial:**  
To deploy a range of commercial initiatives to service our debts, create a surplus and invest in ongoing and new activities.
- 3. Facilities:**  
To improve our pitches, maintain the clubhouse and invest in new equipment.
- 4. Marketing:**  
To build CRFC as a brand, deliver compelling communications, drive member engagement and 'talk' to businesses.

**A copy of the draft Tactical Plan for 2015-16 is attached which contains an outline of the key initiatives planned for the next season to develop these four key areas.**

#### **8: Budget for 2015-16.**

Peter Johnstone presented the draft Budget for the 2015/16 Season. The presentation contained the following key messages:

- Outstanding Loans to External Lenders currently amount to £193.9k
- The Unsecured Loan Notes currently amount to £81.0k.
- Projected Income for 2015-16 is £252k (+18.3% v 2014-15).
- Projected Expenditure for 2015-16 is £223k (+11.4% v 2014-15)
- Projected Operating Surplus for 2015-16 is £29.6k
- Projected Operating Surplus after interest payments for 2015-16 is £18.4k

**A copy of the Outline Budget for the 2015-16 Season is attached.**