



**MINUTES FROM THE JUNIOR SECTION COMMITTEE MEETING ON  
MONDAY 24<sup>TH</sup> JANUARY 2022 AT MONKS SPORTS CLUB, 7.30 pm START**

Item No	Agenda Item	Action
	<p><b>Present:</b> Emma Hall (EH), Joan Ayres (JA), Kyle Robinson (KR), Mark Robinson (MR), Matt Stevenson (MS), Paul Morrall (PM)</p>	
	<p><b>Apologies:</b> Hayley Owen (HO) Steve Moore (SM)</p>	
	<p><b>Minutes from the last meeting:</b> Minutes from the previous session, e-mailed to all, were unanimously accepted by those present.</p>	
	<p><b>Matters Arising:</b> None</p>	
	<p><b>Background of Mark Robinson and his insight to the Committee and Junior Section</b> MR wished to give all the members insight into his background. Twenty-six years of playing experience, 14 years of coaching, and between all age groups starting at 3-4-year-old up to and including international with Wales. He has a vast knowledge of how the game is played and feels that he is a man of action. He feels that his primary value as the role of Chair is that everything he does, is for the best interest of the children, and he would want his committee to have the same value. Everyone present agreed with this.</p>	
<p align="center"><b>1.</b></p>	<p><b>Feedback from AGM</b> MR felt there was a positive response by the end of both the Junior and OA AGM's, steps have already begun to build the bridge between both sections, and appreciates that we as a Junior section cannot run before we can walk. MR felt there could have been a better turnout, but hopes that things have changed and meetings are now being set up with the Team Managers and Coaches, the response has been promising. MR asked for any other feedback; JA expressed that MR standing up and making a public apology has set the standards for going forward.</p>	
<p align="center"><b>2.</b></p>	<p><b>New Roles and Committee Structure</b> MR would like to build the committee up with proactive people. He would like to add and remove items from the Constitution to ensure that it is correct for us in the future, then an EGM will be called.</p>	<p align="center">MR</p>

	<p><b>Coach Co-Ordinator's role</b> will be removed from the Constitution and distributed between members of the existing committee to make them more proactive.</p> <p>JA is to update the Constitution ready for the EGM for amendments.</p> <p>MR will focus on Player and coach development and the children enjoying themselves.</p> <p>MR also advised everyone present that he would like to build on the committee, and the committee will advertise all available positions shortly. However, those that came on board would need to be proactive members, and everyone will have goals and targets to ensure the Constitution has been adhered to.</p> <p>Contact with Warrington Wolves will remain with KR.</p> <p><b>Community Officer – Dom Ball</b> JA asked what Dom's position was within the committee; MR advised that his role aims to be present and visible within the community on behalf of Woolston Rovers, liaising with Parish Councils etc. Do we vote Dom onto the Committee and make his position official or leave him as a guest to meetings with a none voting role.</p> <p>It was decided by those present to leave him as a guest with no voting role on the committee. MR to hold talks with DB</p> <p><b>The area's that MR would like to concentrate on:</b></p> <p>Giving back to Woolston Rovers</p> <p>Mental Health</p> <p>Coach &amp; Player Development</p> <p>Being visible in the community</p> <p><b>Regaining Club Mark</b> – MR did not think it was still available, so KR was tasked with examining whether it was still open and what we needed to do to obtain it. MR was happy for KR to go ahead with this.</p>	<p>JA</p> <p>ALL</p> <p>MR</p> <p>MR</p> <p>MR</p> <p>MR</p> <p>KR</p>
3.	<p><b>Team Structure</b></p> <p>MR confirmed he would like written into the constitution from now on (except those teams it applies to). There will be no splitting of teams into Greens and Golds.</p>	MR
4.	<p><b>Dates to regular schedule meetings – Committee &amp; TM/Coaches</b></p> <p>Committee Meetings will be held on the 1<sup>st</sup> of Monday of each month, commencing from the 1<sup>st</sup> March, there will be bi-monthly meetings with the TM's &amp; Coaches also starting from 1<sup>st</sup> of March - Everyone present was upstanding with this.</p> <p>JA to raise dates in Spond and send out invitations</p> <p><b>Junior &amp; OA Strategy Meeting</b></p> <p>MR advised that all committee members were invited to the OA meetings. Their next meeting is Wednesday 9<sup>th</sup> February; MR &amp; KR will liaise on items that they have requested the Junior section brings to the table.</p>	JA
5.	<p><b>O'Neill's £4599 inc. VAT</b></p> <p>JA advised that from 2020 we were gifted with £2500, of which there is still £2099 remaining from the sales in 2021; we received an additional £2500 allowance giving us a total of £4599 to be spent by the 31<sup>st</sup> September 2022.</p>	

	<p>MR expressed an interest in providing tops and kits for the committee to ensure that they are visible at events; however this would be discussed more on Spond and brought back to the next meeting.</p> <p>MR would also like coaches visible on match days, so he would like to provide all the Coaches from U12's and below, with a Yellow POLO Shirt, MR will obtain sponsorship for them. Game Day Managers, First Aiders and Touch Line Manager, for these he would like to provide them all with bibs colours to be debated on Spond.</p> <p>T-Shirts for Newbies</p> <p>MR to place actions re shirts and bibs on Spond.</p> <p>MS suggested is there any chance we can open a small club shop</p>	<p>MR</p> <p>MR</p> <p>Carried forward</p>
6.	<p><b>£500 Squad Builder Grant</b></p> <p>MR would like to empty the container and sort out what is in there, and what needs replacing.</p> <p>MR Suggested outside and inside notice boards.</p> <p>Purchase of Key Cabinet, Whiteboard, and medicine cabinet and Supplies in case of emergencies. JA expressed concerns about how would it be policed would usage the usage be invoiced or will the Junior Section absorb the cost.</p> <p>It was decided to see how much the equipment would cost then we would revisit.</p> <p>Bin, Brushes and Shovels per changing room – everyone agreed they were required and costs to be obtained.</p> <p><b>Fix-up/Volunteer Day</b></p> <p>Everyone agreed this was desperately required; MR &amp; KR will arrange</p>	<p>MR</p> <p>JA</p> <p>MR &amp; KR</p>
7.	<p><b>Fines</b></p> <p>MR would like the following written into the constitution: Teams will be accountable for any fines their teams incur. Mandatory 2 representatives per team to attend future AGM/EGM.</p> <p>Also, representatives that do not attend future NWC meetings, that are rotated in to attend, that person will be personally responsible for any fines incurred.</p> <p>A Clear and defined internal disciplinary process for parents/volunteers</p> <p>It was agreed that there was nothing in place as a committee, should we ever be in an unfortunate event between parents for example, this needs further action</p> <p>JA to write into the constitution</p>	<p>Carried Forward</p> <p>JA</p>
8.	<p><b>Registrations</b></p> <p>PM to advise that all team applications have now been submitted Mick Doyle has not acknowledged his. Most U14's are now sorted besides a few anomalies, however, these players can still use their old cards in this round.</p> <p>Still, a lot of work to be done to complete everything for the other</p>	<p>PM</p>

	<p>team's PM will be following up on Wednesday 26/1/22 asking teams if they are ready for them to be submitted for players cards. PM specified if the players are not on TG, he cannot guarantee that those players will be available for friendlies or Match Day Fixtures, it has to be done now, Players transferred in or New Starts PM will pursue their cards, however, existing players should be done now.</p> <p>PM advised that all Code of Conducts need to be sent out now, along with the Parents registration forms, we need to push on Volunteers and coaching accreditation, to ensure it is all up to date, and identify any certificates that may require updating. To ensure that everything is ready for the start of the season.</p>	PM
9.	<p><b>First Aid Kits</b></p> <p>MS asked what the committees thought was on uniformity of First Aid Kits, so all teams are using the same items. MS discussed some kits come in around £60, but these kits are specific to Rugby. He also requested a central store for ice packs and splits, MR confirmed that this falls in with discussions about the first aid cabinet.</p> <p>It was agreed for MS to obtain prices and it can be addressed again later</p> <p>MS asked any chance of a dedicated First Aid Room</p>	<p>MS – Carried Forward</p> <p>Carried Forward</p>
10.	<b>Games Room and doorway Hole</b>	No Action
11.	<b>Cubs &amp; Newbies</b>	Carried Forward
12.	<p><b>Girls Team</b></p> <p>MR has reached out to Gary Meacham for advice.</p>	Carried Forward
13.	<b>Pitch Sponsorship</b>	Carried Forward
14.	<p><b>Give Back Day</b></p> <p>Covered under item 6 relates to Fix-up / Volunteer Day</p>	No Action
15.	<p><b>Summer Rugby Festival</b></p> <p>The date needs to be agreed upon and given to Monk as they are asking for a date for their diary.</p> <p>MR to look at fixtures and will place possible dates on Spond for us to agree.</p>	MR
16.	<p><b>Chairman's Award</b></p> <p>MR will award a certificate every week, he will attend the training session of the player, the winner of the award will be elected from all the right ups logged, it's a way of us as a committee and him as a Chairperson acknowledging how the players are doing</p>	MR