



ROYSTON RUGBY UNION FOOTBALL CLUB

The Heath Sports Centre | Baldock Road | Royston | Herts | SG8 5BG

www.roystonrugbyclub.co.uk

Committee Meeting Minutes

Thursday 10th March

Meeting opened at 7.33pm

Present:

Dafydd Hudd	Mick Clarke	Jamie Green	Robert Turner
Charlotte Clarke	Victoria Green	Lee Fleming	Godfrey Everett
Hugh Murfitt			

Apologies:

Nicola Howes

Minutes of Previous Meeting:

Minutes of previous committee meeting were agreed as being an accurate reflection of the meeting

Matters Arising

Banners

Designs for a promotional banner are underway and being reviewed by Lee and Rob.

A selection of good quality photographs are required to complete the banner.

Action 1. All to contribute photographs

Committee Members' Reports

Safeguarding Officer:

Absence

Charlotte will be absent from the next committee meeting

Safeguarding Report

Safeguarding report to be published in advance of the next committee meeting

Action 2. Charlotte

Mini Tour

Arrangements are "all going swimmingly".



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A request to purchase two gazebo-type shelters, @ ~ £200 each, including sides, was approved by the committee

Action 3. Lee to share information on a previous, similar purchase, with Charlotte.

Tour Policy

A draft Tour Policy was submitted to all members prior to the meeting

It was pointed out that the RFU provides guidance (only) on policies governing Tours

Summary points from the draft policy included:

All Tours must be sanctioned by the Committee

Before a sanction will be granted, a Safeguarding Plan must be submitted two months prior to the start of the Tour, unless the Tour is due to take place outside England, in which case submissions must be made three months prior to the start of the tour

A Tour Sub-Committee must be in put place

Cyber and Photographic policy

A draft Cyber and Photographic Policy was submitted to all members prior to the meeting

It was pointed out that messaging apps such as What's App were not covered in the draft

Action 4. Charlotte will rework the policy in this regard

All completed, relevant Policies will be presented at the first Coaches Meeting of the new season (tba).

Action 5. Hugh to arrange next coaches meeting (and subsequent series of meetings).

Treasurer:

Grand Draw

Requested that the deadline for return of the Grand Draw tickets (Sunday 20th March) be publicised through the normal channels

Action 6. Hugh, via e-mail

First Aid

Requested that all age group designated First Aiders are clearly identifiable; that they wear the appropriate high visibility vests.

Action 7. Hugh, via e-mail

It was agreed that the list of First Aiders should be reviewed (with age group team admins) and updated. Once updated, the list should be published somewhere prominent in the changing rooms.

Action 8. Hugh to update info; TBA to publish

Women's 7s and other fixtures

A women's inter-club 7-a-side fixture was proposed. This could be combined with a Vet's fixture.



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Action 9. Lee, Jamie and Godfrey to pick a date and arrange the fixtures, with Greg McKinnell.

It was agreed that the possibility of hosting a President's XV or a Guilden Morden All Star's match (as last April) should be explored

Action 10. Godfrey to investigate.

Director of Rugby:

Coaching

A discussion was had on the two prospective new coaches - Shane Manning and Ian Matthews

Rob indicated that he would like to retain the DoR role but step down from the Senior Coach position if / when a suitable replacement can be found.

It was agreed that a further meeting should be arranged to discuss this.

Action 11. Rob to arrange meeting with interested parties

A letter written / signed by Rob Turner and Ben Ritsema will be sent to the Junior players

Action 12. Godfrey

Age Grade Review will be circulated

Action 13. Godfrey

President:

The new Secretary, Hugh Murfitt, was introduced to the Committee by the Chairman

The "Secretary" details will be updated

- Pitchero
- Letterhead
- GMS

Action 14. Daf to update

Secretary:

Hugh thanked the Chairman for the introduction

Fixtures' Secretary:

Nothing arising

Volunteer Coordinator:

Nothing arising



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Youth Chairman:

Development Festival

The Development Festival will be known as the Johnson Matthey Festival, after its sponsor
A range of photos, depicting Minis rugby, are required for publicity material

Action 15. All committee members

Medals and trophies will be purchased as previously agreed

Action 16. Lee

Speak with Brian Herdman w.r.t taking photos on the day

Action 17. Mick

Liaise with day reporter

Action 18. Godfrey

Tackle Ban

Tom Mowbray from the RFU is willing to hold a "Tackle Refresher" course for teachers at local schools
RRFC feeder schools should be notified of this offer

Action 19. Jamie to compose letter

Following feedback from the letter, actions relating to the potential utilisation of the RFU School
Liaison Officer will be considered

Coaching Coordinator:

Awards Day

Players from Mini age groups should be encouraged to volunteer

Action 20. Hugh to send mail

U5s next season

Mac Tuncer from the current U5s setup is willing to take next season's U5s from the beginning of the
2016/17 season

**Action 21. Lee and Jamie to discuss methods of encouraging parents of the 2016/17 U5s to
step in**

An alternative strategy would be to keep the U5s new intake with the U6s until membership is large
enough to split U5s from U6s. This split must happen by the end of September of the U5s will be
forced to fold as an age group

Sponsorship Officer:

Marshals

It was agreed that Mick could open discussions over sponsorship with Marshalls to address some of the
disparity between their contribution and that of other sponsors



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Action 22. Mick

Revenue Options

It was suggested that an agenda item for the AGM should be "What direction do we want to go in with Revenue Generation?"

Ask the membership how tickets for international matches should be sold

Draft a range of options for discussion at the next committee meeting, including:

- Sponsor apply for tickets but do not automatically receive them
- Ballot weighted in favour of higher sponsors

Action 23. Mick to draft options

Coherent Sponsorship Strategy

Chat with Simon Rees over the unilateral sponsorship of the U15s Tour

Action 24. Mick

Social Secretary:

End of Season Dinner Dance

Form a sub-committee to coordinate organisation efforts

Action 25. Daf to contact Nichola Howes

Outline the expected role and participation of the Senior Sides - family friendly vs not

Action 26. Godfrey

Senior Awards

Collate nominations

Action 27. Godfrey

Addenbrooke's Cup

This has not been awarded for the past couple of years. It is open to new sponsorship. It was awarded to Minis players, usually within the U12s team, who have contributed significantly over their whole tenure at the club.

There was broad agreement that the awarding of the cup should be resurrected and that a fundraising event, to raise money for the hospital's Trauma Unit, could complement this

Action 28. Mick

Touch Tournament

Report as appendix

The impending Touch Tournament was discussed.

The committee agreed to support the request for volunteers for jobs identified during an initial sub-committee meeting.



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Meeting Closed at 10.33pm

Next meeting scheduled for 14th April 2016, 7.30pm, Boar's Head



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Reports

President

Fixtures

	P	w	d	l	f	a	League position
1 st XV	23	9	0	13	382	471	10 th /12 may come 9 th
2 nd XV	12	2	0	10	112	513	8 th /10 probably 8 th
U13	10	1	0	9	111	416	4 th /5 will be 4 th or 5 th
U15	12	9	0	3	2336	204	2 nd /7 may win
U17	9	3	1	5	163	147	2 nd /6 may win

Cups

1st out of Vase

2nd cup to play in April

U13 heavily beaten by Stevenage in Herts Cup and 5th /5 in group for Cambs

U15 Herts to play and won Cambs Plate. Now in EC plate

U17 Herts to play. 3rd/5 in group of EC U18 plate

1st XV playing in patches but still, I feel, are underperforming and should have won 3 or 4 more league games and the Vase v Crusaders who lost to London Welsh

2nds play Tring III on Sat 12th March and Fullerians III (H) in Cup on 9th April, Following 3 weeks are cup matches if they win. Having problems with numbers, at times, and standard

U13 still struggling with numbers and results but numbers training are improving and there is an improvement in their play.

U15 doing well on all fronts and hope for some more silverware!

U17 playing well but have to catch up 1 cup and 3 league games which basically will complete the season. Did well against older sides in EC plate losing 2 games by 3 points.

Season after next will probably be rearrangements to leagues so we need to be in the top half.

Minis fixtures in Cambridgeshire are sorted and I have about 4 more to arrange hopefully with the likes of Bishops Stortford, Hertford, Harpenden and Old Albanians.



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Junior fixtures I will leave until league fixtures come in for U13,14 and 16.

Junior to Senior transition

The meeting on this was well attended with the following actions.

- A letter, signed by Rob and Ben, will be sent to all current U17 and 18s encouraging them to train on Tuesdays and Thursday and get integrated into the Senior sides when they turn 18.
- Next year's U18 will not enter any league but we may arrange a small number of friendlies for them to play but this depends on availability.
- The u16 will continue as at present.

President

The 1st XV are nearly up to date with DDs and match fees. I think £20 – 40 is still owing.

The Adult Competition Review was passed by the RFU Council but as it was so close they will reconsider the details and the implementation date. It does not really affect us as they want 12 team leagues that we currently are in and will always be at the right level from our results and subsequent promotion and relegation. The league name and level will probably change though.

The Age Related Review for U13-18 will be implemented for U13 -16 next season and the U17-18 the year after. It is all about progression from minis through to Seniors and rearranging the detail of competition representative rugby and having a common calendar across the country. This is rather important for us on a boundary between Herts, Eastern Counties and East Midlands and should make life easier. Details can be found on the RFU site and I suggest it is downloaded to our website.

International tickets are all sorted and have gone out. Next year's provisional dates for applications are April 30th for Autumn Series and September 30th for 6 Nations. Everyone, including sponsors, needs to fill in an application form from the website. It ensures people have signed to agree to the ticket conditions and that there is only one administration system. At present I have Marshalls as receiving 2 tickets per game and Prism 4 based on their sponsorship of £1000 and £2000 pa respectively. We are still under sanction from the RFU until after the Autumn Series. The 21 tickets we receive will then, hopefully, rise back to 28. The allocation is via GMS so we must keep this up to date with respect to teams, numbers of coaches, referee, first aiders etc. I suggest we make GMS the main plank of our own admin.

Although Robert may comment on this we have observed Shane Manning, currently coach of Harwich and Dovercourt, run 2 sessions with another to come, probably after Easter. We are looking at his suitability to coach the seniors from next season when he hopes to move to this area. Currently the situation looks promising. We need to discuss if we offer payment and how much and how he will be managed over the next month or so.



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G.Everett



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Treasurer

1. Account approx £12k , I need to chase Marshalls for their second £500 payment, no invoice for Heath for this season although we have paid out for last season. We will likely get this at the end of the season. We have paid out £560 Letchworth Tournament, £300 Hemel RFC, £306 to Hertford. The tour is all paid for.
2. Grand draw, we have a slight extension but I need all tickets back on Sunday
3. Subs/registration

See attached sheet.

Please can this be followed up with those not paying at all and those paying £18. This is only going to work if we chase people

4. Ladies have been awarded one grant of £800 from the council to purchase kit etc. We have another one for £900 which I will find out about today so will let you all know tonight.



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Sponsorship

Sponsorship Officer Report

March 2016

Overview and Key Activities

Sponsorship

- Marshalls (Possible £1000; *see wider discussion point below*)
- Archers (possible team or event sponsorship)
- T and B (possible £3000; *see discussion point below*)
- Division One (possible U15 sponsorship £1000; *see discussion point below*).
- Prism (anticipated continuation at £2000)
- Clarke Phillips (anticipated £1000 U12 team sponsorship)
- Foulgers (possible £1000)
- Cranes (continuation of current sponsorship)
- Sage Blinds (possible sponsorship of Touch Tournament)
- Ellgia (awaiting response from Steve C)
- Medtech Solutions (possible sponsorship of safety training in schools; *see discussion point below*)
- Royston Vet Practice (continuation of current sponsorship but with new team)
- Royston First (possible event sponsorship)
- AstraZeneca (possible team or event sponsorship)

Mini Section Sponsorship

As things stand we get £1000 from Marshalls and they get sponsorship of 8 teams. This does not seem fair when others are putting in £1,000 for sponsorship of one team. If for example each of those teams had a sponsor at £500 each that would generate £4,000 for the club as opposed to just £1,000.

I feel we should raise the issue with Marshalls; does the committee agree?

T and B Tickets

T and B would be prepared to give £3000 if they had access to say 6 tickets per game. Given Godfrey's report on ticket allocation I am struggling to see how this is viable if we continue with the current club policy on ticket allocation.

Can we please discuss this tonight? As a club we are severely limited compared to others in terms of what we can offer in return for sponsorship. The tickets are the only real bait. If we can't deliver on this, I feel we need to fundamentally assess our income generation strategy.

Division One Sponsorship

Annoyingly we have a sponsor who would be happy to put in £1000 for the U15 shirts, but Simon has asked him to sponsor tracksuits for their tour; using up all of that £1,000. **After discussion with Jamie we feel we should (for the sake of harmony) go with this and try to get them to sponsor U16s shirts next year. Does the committee agree?**

Medtech Safety Training



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This company (who asked me to find a medical angle re sponsorship) are keen to support some training for safe tackling etc for those involved in teaching rugby in schools. I feel the RFU would support this too after the recent press and Jamie has some ideas on this which he will discuss with the committee.

Women's Team

Do we know if Toby has pushed forward on his sponsorship ideas for this? Happy to pursue if he has not as I think this would attract sponsors quite easily.

Other Areas

Fundraising:

Auction

Proving challenging to meet with Alex so will email committee members an update on where things stand.

Tesco

We could apply for a Tesco 'Bags of Help' grant that utilises money secured from the charge on bags now in place. Grants range from:

- 1st place in Tesco customer vote: £12,000 grant
- 2nd place in Tesco customer vote: £10,000 grant
- 3rd place in Tesco customer vote: £8,000 grant

If the committee think this would be helpful I am happy to explore this further to assess our chances etc?