

Progress on points raised at Special General meeting.

Note Incorporation Date set for 31st October

- 1) **Re Membership Standing Orders**
Awaiting confirmation from Bank that current Membership/100 club Standing Orders will have to be reactivated to FRUFC Ltd. ?
If this is the case, could they be replaced with Direct Debits ? Action DW
(The Steering Group recognise that this is a potentially onerous undertaking and that the secretary's will require additional help.
The incentive for people to reactivate sooner rather than later will be the suspension of discount membership cards.)
- 2) **Mini/Junior exposure to VAT on membership.**
Mike Ramsey has stated that VAT is not liable on Mini/Junior members.
(A RFU document that implies that VAT is not liable on Senior members.)
Awaiting definitive advice from informed sources. Action MR
- 3) **Mini/Junior exposure to Bank Charges.**
Integration of the Mini/Juniors into FRUFC Ltd would require all accounts to be transparent under the one umbrella business account. Therefore charges would be incurred. (See 10 below)
- 4) **Increased accountancy costs.**
Martin Wrigley (Accountant) estimates annual cost of £1700 plus VAT for business accounts against present £1400.
- 5) **Accounting Periods**
It is proposed to generate final accounts for FRUFC upto October 31st 2010.
Next accounting period would then run, as at present, up to 28th February 2012.
A set of Interim Management Accounts could be presented to the 2011 AGM.
(The RFU will no doubt have experienced this situation with other incorporations and will have to accept that additional expense on our part is not an option.)
Notify RFU Action DW
- 6) **Memorandum of Association**
It is proposed that the following members subscribe to the Memorandum who wish to form the Company.
David Buckingham – President
Andrew Thompson – Chairman
Vaughan Williams – Secretary
Katie Barlow – Treasurer
David Woodcock – Steering Group
John Dewhurst – Steering Group
Bryan Olsen – Steering Group
Michael Ramsey – Steering Group
Sidney Jones – Steering Group & Trustee
Trevor Jones – Steering Group & Trustee
Mark Hamer – Trustee
Sign up and forward to Martin Wrigley by Oct Action DW

- 7) Club Rules & Standing Orders Action JM
Inputs from Steering Group members have been grafted into sample documents issued by the RFU and forwarded to John Muir (Solicitor) for perusal and integration with the Company Articles of Association. Action JM
- 8) Notification of change to Company status and request for possible comments
Transfer of Lease. Ongoing Action JM
Club Premises Licence. Ongoing Action JM
Other suppliers Action DW
(Please forward names and addresses to DW) Action KB
- 9) Notification of change of employer to employees (Say Oct) Action MH
- 10) Set up of Accounting Package. Action AT + JL + KB
Proposal to set up accounting package which includes, but ring fences administration of, individual accounts which are reconciled in one Bank Business Account.
Detail and procedures to be decided by the Management Committee. John Large (Steering Group) and Martin Wrigley (Accountant) should be invited to assist in a suitable format.
Note:
 - 1) The accounts of the business have to be transparent for management, security and audit purposes.
 - 2) Offset arrangements would hopefully mean that overdraft charges are minimised.
 - 3) We are all ONE CLUB.
- 11) Produce FRUFC accounts to October 31st Action MW + KB
- 12) Submit documentation to RFU.
- 13) Generate Company Fleetwood Rugby Union Football Club Ltd Action MW
(Trading as Fleetwood Rugby Club)
- 14) Nov 1st FRUFC Ltd.
- 15) Generate Initial accounts for FRUFC Ltd. Action MW + KB