

BPFC Management Committee

Minutes of the meeting held on 1st December 2015

Present: Dave Poppitt (DPop) in the Chair; Christine Barber (CB); Richard Barton (RB) for item A principally; Jon Beardmore (JB) for item 9; Adrian Curtis (AC) Minutes; Dave Hanby (DH); Mark Lloyd (ML); Alan McGown (AMcG); Dave Pilkington (DPil); Pippa Ranson (PR); Jim Rochford (JR); Dave Rodgers Jnr (DR) for item 9); Bill Seddon (BS).

A. Utilities:

(Heating) DPop welcomed Mark Stevenson (MS) of Oakle to the meeting. MS reported on a preliminary assessment of the current heating system in the clubhouse which had revealed that it is highly inefficient. Replacement of the existing boilers would enable, in particular, a separate system for direct heating of water for showers as required, rather than the present need to maintain significant amounts of heated water. His initial estimate was that there could be a £625 per month saving on present costs. Installation of the system would cost £470 per month over 60 months, resulting in a net saving of £155 per month, or about £21.5k plus VAT if installed outright. There would be a 5 year parts and labour guarantee. Installation would take about a week. He undertook to provide more detailed information to DPop and JR, and indicated willingness to return to discuss matters further if required.

(Internal lighting) RB reported on an audit of the internal lighting of the clubhouse. This suggested that a switch to LED lighting could save £6.5k - £7k per annum. The cost would be about £9k, with an additional £1k if sensors were installed. (Warren Duffy had managed to reduce this estimate by about £1k.) The audit had revealed problems with the wiring, especially of the emergency lighting. JR suggested that improvements to the heating and lighting could be put together as a capital project and PR agreed to draft a proposal for Rugby Work Force funding. RB undertook to get together members of the club with electrical expertise to prepare a basic scheme. DPop agreed to email Ted Mitchell (RFU) for advice on funding. It was noted that there is a problem with any proposal to replace existing electricity meters arising from spikes in usage as a result of switching floodlights on too quickly. It was agreed to ask GH to check with the supplier on the last occasion a spike occurred, and to put t a laminated sign by the switches to stress the need for lights to be put on gradually.

1. Apologies: Gillian Harrison (GH); Rob Loveday (RL); Del Trotter (DT).

2. Matters Arising not covered by Agenda:

- The date of the meeting had been put back because of a technical problem with sending out the notice of meeting.
- GH had been awarded a medal for her work in connection with RWC2015. She was warmly congratulated in her absence.
- The possibility of holding another beer festival would be considered in due course.

3. Bar:

CB presented summary figures for the months of August to November, which had been prepared by DH. The equivalent figures for 2014 were included, and it was noted that the comparative loss was due in no small part to the lack of Home 1st XV matches to date this season; this should be recouped in the second half of the season. The figures did not take account of beer supplied to players, which

would need to be shown in future. Expenditure included staff and stock costs. A stock audit was to be arranged (BS suggested that this should take place at least quarterly and reminded members of the information requested at previous meetings.)

JR observed that the bar accounts needed to be incorporated into the club accounts, and suggested that consideration should be given to where the emphasis should be placed in terms of hosting conferences, functions or other events. Opening times could also be considered. It was agreed that a small group (CB, DPop, JR) should meet before Christmas to consider these issues.

Incorporation of the bar company is a matter of urgency; JR and RL would advance this before the end of December.

Other points noted: CB reported on forthcoming functions. Tom Barber (now manager at Hough End Leisure Centre) will publicise BPFC's facilities and plans to hold regular socials at the club. There are problems with reliance on volunteers for bar staffing because of uncertainty over availability.

Payments to bar staff need to be regularised. GH receives remuneration when working overtime in the bar. In connection with difficulties over a recent booking BS suggested the charging of a non-returnable deposit.

4. Finance:

JR suggested that an oversight group is needed to maintain an overview of finances. He stressed the need for a Social Secretary. In view of likely imminent expenses he asked about likely events in December. (Noted: functions were booked for 6th, 12th and 13th [CB]; Players Reunion and 250 Club event on the 19th [BS]; Minis and Juniors Party on the 20th [PR]; Christmas Lunch on the 22nd [DPop]. (Future plans include a Wrestling Evening on Feb 5th and a Minis and Juniors Dinner-Dance on Feb 26th.)

Membership of the 250 Club has diminished, with about 145 numbers taken at present, and would benefit from a re-launch. It was suggested that forms should be distributed at the forthcoming Minis and Juniors Christmas Party and also to senior players.

There is an ongoing problem over sponsorship. BS had not been provided with the promised information by Tom Booth. It was anticipated that £1700 would be coming from Fairholm for shirt-sponsorship.

Other points mentioned included CSO Funding possibilities, the encouragement of Gift Aid, and the re-establishment of charitable status to enable some funding applications. It was agreed that DPop (JR and the Youth Treasurer) should meet to investigate and advance these matters.

The Financial AGM would be arranged once the accounts had been finalised.

5. Future Events – Progress Report:

- Lacrosse World Cup 2018: DPop reported that a meeting had taken place regarding BPFC's hosting of this event. A payment of £20k, plus a contingency fund of £2k had been agreed. In reply to a query by BS, he indicated that nothing had been signed yet, but a document detailing the terms of the agreement would be drawn up.
- Junior RWC 2016: DPop reported that BPFC has been nominated as a host venue.
- Sportsman's Dinner: to be held at The Point on 18th Feb 2016. ML reported that John Russell had made good progress with plans. 19 tables had been taken to date and it was hoped that there would be 2 tables (at a subsidised rate) for club members. The speaker would be Frank Bruno, the MC Darren Proctor and there would be a DJ. The event was for men and women, and prizes/auction items were being sought.
- Annual Christmas Lunch: 22nd December at 12.00.

6. Ground:

AMcG reported that pitch 1 is in good condition, and that delivery is expected of new posts for pitch 2. One more treatment of pitches 2 and 3 is due from Souters. Feeding and seeding of the outer pitches as soon as the season is over is essential; he agreed to obtain costings.

Stones coming to the surface continues to be a problem particularly on pitch 3.

DPop reported that at a recent local residents' meeting, when the issue of dog-dirt on pitches had been raised, it had been suggested that the problem was caused in part by those attending on Sundays bringing dogs on to the grounds. This suggestion was challenged, and those who are at the club on Sundays indicated that they had not been aware of this. This would be monitored.

7. Youth:

DPil reported that numbers were healthy, but there had been problems because of unavailability of pitches for training. Coaches continue to undertake training, and an appropriately qualified coach is attached to each team.

8. Membership and Members' Survey:

DH had received feedback on a draft survey. This would be sent out to members soon. Discussion was deferred to the next meeting.

9. Teams and Selection:

The club had fielded a 'second 3rd team' the previous Saturday, and it was hoped that some players might be forthcoming from Manchester Medics. The 1st XV were still struggling, but it was hoped that the future run of home fixtures would see an improvement in play and in morale. There had been problems as a result of the weather and pitch 3 being virtually out of use. The possibility that the Club should have priority use of the all-weather pitch was raised, but it was stressed that the financial loss with bookings would be too serious in the long term to consider cancellation of bookings in favour of Club use in the short term. DR agreed to investigate the possibility of switching the following Saturday's fixture with Liverpool University to their ground.

10. AOB:

ML asked about progress with obtaining an industrial standard washing machine for the laundry. This has not yet been resolved.

Next Meeting: 19th January 2016