

BPFC Management Committee

Minutes of the meeting held on 20th October 2015

Present: Dave Poppitt (DPop) in the Chair; Christine Barber (CB); Jon Beardmore (JB) for item 7; Phil Clarke (PC) for item 3; Adrian Curtis (AC) Minutes; Dave Hanby (DH); Gillian Harrison (GH); Mark Lloyd (ML); Alan Marsland (AM); Alan McGown (AMcG); Bryn Morgan (BM); Pippa Ranson (PR); Jim Rochford (JR); Bill Seddon (BS); Del Trotter (DT) for item 5.

[NB some points discussed have been inserted by AC under appropriate Agenda headings or AOB. Minutes follow the Agenda order.]

1. Apologies: Rob Loveday (RL); Dave Rodgers Snr (DR).

2. Matters Arising not covered by Agenda: no Minutes were available from the previous meeting (17/09/15).

3. Report from Phil Clarke (RFU):

- a meeting regarding the lease had been held (19/10/15) with the City Council (Corporate Property). All seemed to be in order but it had been suggested that a new lease is needed, about which the Club will be contacted;
- Hough End has been chosen as the number 1 site for a football development hub. This will include the creation of new artificial and grass pitches. Consultations are taking place with users prior to formulating detailed plans;
- new rules were being implemented at Under 11 level with more groups to follow;
- a club member is needed to work with PC in local secondary schools; there is some RFU funding available to support this activity;
- PC asked about links with the University whose teams are training at BPFC. AM confirmed that he had been down to a training session and talked with University representatives. He would be doing so again with ML;
- it is virtually certain that BPFC will be a team-base training venue for the Junior RWC in June 2016.

4. BPFC and RWC2015:

PR reported that there are still various RWC memorabilia which there have not been opportunities to use, but which can be used in the future. There has been some increase in Junior playing numbers, particularly at Under 6 level. She suggested that there were still opportunities to capitalise on the Semi-finals and Final in terms of encouraging people to come down to watch at Park. It was agreed that food (hot-pot) be available on the afternoon of the Final to encourage people to come down prior to the Halloween Party in the evening. (With regard to any beer left over from the Beer Festival, it was suggested that this be offered to University students at £1 per pint after training.) GH reported that a commemorative plaque, signed ball, and other items had been donated by the Uruguayans. They had been very happy with the facilities provided. The Club had also received various items of equipment including post-protectors, flags and picnic tables. A final payment to the Club was imminent. In response to a question from ML, GH indicated that the Club had received £12k for pitch improvements and £2.2k for painting; the Club has not lost money and has gained a good pitch surface and better state of decoration. JR added that the Club has also gained in terms of

good will with the Council, and in pitch expertise. ML commented on the importance of being clear that there was benefit to the Club from such events. BS suggested that RWC experience would be important in terms of any future negotiations for such events.

DPop expressed the thanks of the Club to PR and GH for all their efforts in connection with RWC2015. This was warmly endorsed by those present.

5. The Chorlton Fields Beer Festival:

DPop offered a vote of thanks to DT for his work in organising the Festival. DT indicated the event broke even financially, though the amount of beer had been overestimated. Attendance on the Friday had been poor but it was good on the Saturday. He expressed disappointment at the limited number of volunteers from within the Club and lack of support for the people from CAMRA. This was symptomatic of a more general unwillingness to become involved in Club events.

6. The Roles and Responsibilities of Management, Trustees, and Executive Committee:

DPop suggested the desirability of clarifying respective roles and for the necessity for all matters to be approved by the Management Committee. Particular mention was made of the appointment of trustees and the publicising of trustees' accounts and it was felt that some members are unaware of the Club's financial position. BS stressed that the trustees' accounts have been made available to Management and JR confirmed that they have appeared in the annual accounts. The figures could be circulated to all members if required and he agreed to forward them initially to Management Committee members forthwith. With regard to the appointment of trustees, the President acts on behalf of the Club with the approval of Management. AMcG commented on the need for transparency to all members, and of clearer management/personnel/committee structures with project managers for specific activities. AM welcomed the latter suggestion which would reduce the load which tends to fall on GH. BS raised the ongoing issue of a lack of people willing to take on jobs or responsibilities. DPop indicated that he would write to Club members regarding these issues.

7. Update on Team Performances:

DPop reported that DR had raised the issue of the lack of coaching personnel and alikadoos at two recent away games (Penrith and Blackburn) and questioned why Park had played in red shirts at Penrith. ML indicated why coaches had not been available, and thanked DH for stepping in to help; he also explained that the intention had been for the new black-and-white shirts to be kept for a team photo. He went on to indicate that matters were at an all-time low on the playing side, with a poor attitude and a lack of willingness among players to make themselves available for a host of reasons. For the match at Blackburn, 44 players were unavailable and only 18 available. Links with the University were important, but the students do not have the commitment to BPFC. JB commented that the pack is quite strong but there is a problem with the backs, particularly the difficulty of fielding a consistent back division.

8. Finance (JR) and Bar Situation (CB):

JR reported that:

- the £4k sponsorship received from Heineken had been used in defraying general expenses;
- 2 years accounts are now with the accountants;
- the letter regarding the waiver on rent needed to be located;
- the business plan which he had drafted has been accepted;
- the Christies Parking link is working well.

CB reported that:

- bar takings for October had been considerably lower than last year, primarily due to the lack of home games;
- a business plan will be prepared;
- she would be taking over arrangements for functions from GH.

BS reminded the meeting of his earlier proposal that: “Irrespective of whether the Bar is run by a Committee or by Individuals there should be an agreed Job Description and/or Contract requiring the following **Monthly** information:- Independent Professional Stock Take; Turnover; Gross Profit & %; Staff Costs; All other expenses; Net Profit & %; Monies transferred to the Club Main A/c. A further stipulation should be that all Bar Income & Expenditure goes via the Bar Account”.

JR underlined the need to establish a limited company. AC reminded members of the decision taken at the August meeting regarding directors and shareholders (Minutes 18/08/15 item 5). It was agreed that CB should be added as a director.

9. Membership:

AM indicated that DH has been chasing senior players for subscriptions; a card has been produced with details of how to make payment by Standing Order. DH noted that a significant number qualify for the student rate which affects income. GH has been processing details of life and non-playing members.

10. Match Programme:

DPop expressed concern that there had been no match programme the previous Saturday. After a discussion of possible future arrangements, it was **agreed to defer this to the next meeting**.

11. Future Events:

None noted at present.

AOB

- AM reported that former Club member Tom Barber will be managing the Hough End Leisure Centre. This might be a useful contact.
- PR asked what is happening about sponsorship, in particular perimeter banners. BS agreed to liaise with GH over sending invoices for banners.
- JR had spoken to someone from Phillips willing to give electrical advice regarding the floodlights.
- Enquiries were being made about the purchase of a new washing machine – an industrial machine is needed. This could be facilitated by arranging a donation which would be matched from RFU funding.
- PR reported that Chorlton Fireworks have agreed to provide fireworks for the minis and juniors party in return for publicity.

Next Meeting: 19th November 2015