

BPFC Management Committee

Minutes of the meeting held on 20th April 2017

Present: Dave Poppitt (DPop) in the Chair; Christine Barber (CB); Adrian Curtis (AC) Minutes; Gillian Harrison (GH); Mark Lloyd (ML); Bryn Morgan (BM); Pippa Ranson (PR); Jim Rochford (JR); Bill Seddon (BS).

Apologies: Rob Loveday (RL); Alan Marsland (AMar); Alan McGown (AMcG); Andy Stripe

NB The meeting was not quorate.

[AC has inserted some matters mentioned under appropriate headings on the agenda or under AOB]

1. Matters Arising from Minutes of Previous Meeting

- The meeting to plan a Sportsman's Dinner had not yet taken place. It was understood that John Russell had a contact who arranges such functions professionally and might be willing to take this on for a proportion of the profits.
- There had been no formal applications for the post of Income Generator but a possible expression of interest which DPop agreed to follow up. DPop suggested placing a job advert in the Manchester Evening News, but this was not accepted. (JR underlined that the person appointed would not be starting from scratch but that there were things which needed someone to take them on and develop them (e.g. Sportsman's Dinner, Club Dinner, sponsors' banners).

2. Operations Manager

- GH reported that there had been a number of cancellations on the Astro pitch and there would be reductions in bookings during the Summer. (PR mentioned other possible users and BS raised the possibility of a competitive annual rate to avoid fluctuations in income.)
- Information was still awaited from GAA clubs regarding usage of the BPFC's facilities. (JR would discuss this with the GAA reps.)
- There had been an approach from Lancs Ladies to hold a semi-final at BPFC on 21st May depending on qualification. This was welcomed.
- Sale Sharks had requested to use Park for a Schools festival, but without payment. It was agreed that this could not be offered free of charge as there would inevitably be costs involved. GH would report back to Sale.
- There was a fault on the fire alarm; repair would cost £350 plus VAT and had to be undertaken by someone with appropriate certification. This needed to be rectified for insurance purposes. Possible club members who might have, or know someone with, the necessary qualifications were mentioned.
- There was a pothole near the gates. It was understood that the Council were responsible for repair.
- A good number of room hires were anticipated.
- CB reported that a bar stock take would happen within the next 3 weeks. The till needed to be re-programmed so that prices were correct. She intended to put up a price list in the bar. April had been a good month to date with takings of approximately £3800. A number of functions were anticipated, plus Lacrosse and Touch Rugby tournaments.

3. Annual Dinner

ML reported that arrangements were in hand, and 140 people were expected. Fran Cotton was not charging for his attendance. A new microphone had been purchased in preparation for the Q and A session. DPop expressed warm thanks to ML for all his work in preparation for this event.

4. AGM

The AGM would take place on Wednesday 24th May at 7.00. The Agenda would include discussion of the proposed changes to Club rules. (DPop would ask RL to produce copies for the meeting.) It was suggested that the nominations board should be made available in good time. PR mentioned the desirability of people being made aware of the job descriptions of Club officers. It was suggested that the announcement of the AGM might include a link to the job descriptions on the Club website.

BS urged that a group be established to oversee a series of regular functions to build on the current reunions arranged by BS and JR. Perhaps each team might arrange one function each season. Ideally a calendar of events should be ready by 1st September, in preparation for next season.

5. Coaching and Playing

AMar had submitted a verbal report:

- The Lancs Trophy final would be at Leigh on Sunday 7th May at approx. 3.30. (DPop raised the possibility of putting on a coach for players and spectators. It was suggested that Crabbies might be willing to use their bus for transport and to promote their products. (DPop agreed to approach them.)
- The 4th XV had been promoted. (AMar and possibly DPop would attend the presentation dinner.)
- The 2nd XV and 3rd XV were safe from relegation

6. Finance

JR reported that:

- Broughton Park Trading Ltd was up and running, and direct debits and VAT status needed to be switched to the new company.
- Response from the Special Meeting in December had been limited but ways of increasing bar usage had been discussed in Management.
- Funds were currently severely limited.
- Formal accounts would, as usual, be presented to an AGM Part 2 in due course.

DPop reported that there was no further news on the future of the Lacrosse World Cup.

BS asked whether it was possible to prepare basic cash-flow figures for the bar. JR indicated that these figures could be extrapolated from the accounts.

The possibility of showing the Lions Test Matches in the Clubhouse was mentioned and welcomed by those present. Breakfast would be provided, perhaps for £5 per head. This would need to be advertised via the website and social media. The date of the first Test (June 24th) coincided with the Workforce weekend which would provide an opportunity to publicise.

7. Youth

PR reported that:

- Raffi Quirke had been selected for the England U16s. It was suggested that the President might write formally on behalf of the Club to congratulate him.
- the 'Happy Sundays' event on March 19th had made £600 but profits would have been greater if more car-parking space had been available.
- 4 teams are in Cup finals.

- It was hoped that the forthcoming tour would provide an opportunity to encourage more parents to get involved.

8. Ground

- Keith Kent would be visiting the Club on May 8th to advise on the use of the Nat West Rugby Force grant of £2k.
- The Workforce weekend needed to be pushed among members.

A.O.B.

BS reported that there would be a double 250 Club draw on 22nd May. (DPop agreed to cover for BS if he was unable to be present.)

BS wondered whether there would be interest in reproducing the booklet which had been prepared to mark the Club's centenary. Perhaps there was someone in the Club who could produce copies. PR noted that it would be good if youth members knew more of the history of the Club, and that perhaps a quiz might be prepared for use e.g. on a Workforce day.

Future meetings:

Tuesday May 16th (Management), Wednesday May 24th (AGM), Thursday June 22nd (Management), all at 7.00 p.m.