

BPFC Management Committee

Minutes of the meeting held on 6th July 2017

Present: Jim Rochford (JR) in the Chair; Adrian Curtis (AC) Minutes; Gillian Harrison (GH); Mark Lloyd (ML); Rob Loveday (RL); Alan Marsland (AMar); Ed McDonagh (EM); Pippa Ranson (PR); Bill Seddon (BS); Del Trotter (DT).

Apologies: Alan McGown (AMcG); Bryn Morgan; Tom Mortimore; Dave Poppitt; Andy Stripe

1. Matters Arising from Minutes of Previous Meeting

PR had sent her apologies for absence.

2. Chairman's Introduction

JR welcomed members to his first meeting in the chair, and indicated his hopes for future meetings:

- there should be a prompt start;
- meetings should not normally last longer than an hour;
- the focus should be on decision-making rather than discussion;
- to facilitate the above, any reports or issues requiring decisions should be circulated well in advance.

3. Communication

JR highlighted the need for consideration to be given to means of, and lines of, communication within the club and associated groups. At present, communication is via a variety of methods, including the Club website, email lists, social media, notices in the clubhouse, and there are a number of networks for specific groups, e.g. players, youth section, former players. He suggested that it would be important to control or moderate how messages are circulated, and to identify key contacts who could further disseminate information. To this end, a communications co-ordinator was needed, to clarify what is happening at present, and develop a strategy for the future. BS had spoken to Tom Mortimore who might be willing to take this on. There was mention of some networks currently being used. It was noted that Dave Rodgers Jr, Dave Hanby and Barry Allen might be key people to work with the co-ordinator. **Action:** JR requested that everyone should send him information about lines of communication which they currently use in connection with the Club's activities.

4. Officers

- Alan Speakman had agreed to become Treasurer.
- JR and DT had been in conversation with someone who might take on the role of fundraiser, but no decision had been made.
- Ed McDonagh had agreed to become involved with the match day programme and marketing.
- Alan O'Brien was willing to pursue corporate social responsibility funding with appropriate companies. (**Action:** JR, EM, PR and Alan O'Brien to meet to discuss this.)
- AMar stressed the need for a Membership Secretary. He would assist with this, and team captains/managers would need to be involved, but an individual to co-ordinate was required.
- BS noted that while any member of the Club may attend Management Committees, according to the constitution only certain office-holders had voting rights and situations might arise where it was important to ensure that only those entitled to do so would vote. A register was needed.

- It was agreed that a list of paid-up members should be posted prominently in the Clubhouse. (The possibility of members receiving a discount at the bar was mentioned. GH indicated that this would require the installation of an EPOS system at a cost of £2.5k-£3k.)

5. Director of Rugby's Report (AMar)

- Coaching and playing: John Clifford would be Head Coach. Ronan O'Brien and Graham Higginbottom would assist with coaching the backs, and Mark Poole with the forwards. Dave Rodgers Jr would be 1st XV manager. Rob Garner would manage the 2nd XV, Tom Feehally the 3rd XV, DT and James McAlonan the 4th XV. As DoR he would co-ordinate availability for the 1st, 2nd and 3rd XVs each week. It was hoped that a 5th XV, including some MMU players, might play in a casual league, perhaps on Friday evenings. The Ladies XV would be playing in a league next season.
- Sponsorship: a major sponsorship agreement had been made with Fairhome Group PLC, the company for which he worked and of which John Russell is Executive Chairman. This would entail sponsorship of £10k for the coming season, in return for which Fairhome Group would be sole advertiser on the first XV strip, receive 2 tickets for each of England's Home internationals, and 2 sponsors' days to be held at the Club and paid for by the Club. A number of other details were noted. It was hoped that this would be the start of an ongoing relationship. This news was warmly welcomed by all present, and JR expressed the Club's thanks to AMar and John Russell.
- Playing budget: AMar had prepared a playing budget for the 2017-18 season. All kit would be supplied by O'Neill's, enabling use of their on-line shop, and providing a 'kit back' at the end of the season. The cost of kit plus 'stash' for 25 players, plus coaches and managers, would be about £4.5k, considerably less than costs 2 years ago with Under Armour, and with the benefits noted. Playing kit will remain the property of the Club. No player will receive 'stash' unless they have paid their membership subscription. New players who join during the season would receive 'stash' until they have played at least 5 games. The budget included the cost of having physios present at 3rd and 4th XV home games.

6. Social Planning

BS reported that, while a proposed larger meeting had not taken place, he and JR had met to consider events in hand, future events and possibilities, and use of the Club's facilities:

- Players' reunions: It was proposed that 4 reunions be held during the 2017-18 season (at the first 1st XV home game, the last home game before Christmas, the first home game in the New Year and the last home game of the season).
- Mini/Junior events: Youth Dinner Dance (November – date tbc); Wrestling (February?)
- Annual events: Club Dinner; Mini and Junior Christmas Party.
- Additional events: each senior team to be encouraged to arrange an event during the season.
- International events: a number of sports occasions were noted which might be the focus for an event at Park, including the Women's Rugby World Cup in August and the Autumn Internationals. The event could involve e.g. an afternoon tea, or a gin-tasting, which might appeal to some members and relatives/friends.
- Use of facilities: the possibility of special rates for Club members' celebrations, or for Club sponsors, was suggested. This would be discussed by the Finance Committee.

Action: JR and BS to convene a further meeting.

GH reported that the putting of pictures on the Club website of people using the facilities, rather than of empty rooms, was in hand.

7. Finance (JR)

- the Finance Committee had not met since the last meeting;
- the accounts had not yet been completed, but raw data indicated that there had been a slight decrease in bar turn-over (£50k compared to £52k) and profit (£16k compared to £20k) compared with the previous year;
- the accounts would be ready for a Finance AGM in September;
- the loss of bookings of the Clubhouse for conferences, training events by e.g. NHS groups had had a negative impact on finances;
- sponsorship was vital to help overcome the decrease;
- consideration should be given to greater use of the 3G pitch for rugby, although this would result in a loss of income from current users;
- potential overuse of Pitch 1 at the weekends was an issue which needed to be addressed, given the possible needs of a senior men's team, the Ladies XV, Senior and Junior Colts;
- the development of Touch rugby would enable Park to demonstrate to the RFU that we offer all types of rugby for a range of types of people.
- he was preparing a Gift Aid claim.

8. Ground matters (AMcG had submitted a report as follows)

Pitch 1.

- Centre circle has been dug out, re-laid and seeded. Germination is now observable. Drainage pits have been inserted in this area.
- The other areas which held water last year (including in front of the stand) have had drainage pits inserted as per RFU suggestions. (Note: these areas were never scheduled to be dug up and re-laid).
- Pitch has had top dressing (sand) and seed applied.

Pitch 3 (and the bald bit of pitch 2)

- Pitch has been top dressed and seeded.

Work to be carried out.

- Vertidrainage, feeding and regular cutting once germination complete. Fingers crossed for a sunny and wet July and August.

Pitch 5. This was not included in the work outlined by the RFU. Indeed last year there was no push to get the pitch back in action. He had been told that the council will 'top' the grass so we can cut it and then assess whether the ruts can be repaired by rolling or whether we need top soil. This won't be known till we reduce the grass length. Boz and Andy have it in hand

There was some discussion, but it was noted that agronomist's recommendations had been followed. Issues concerning what was expected from the groundsmen, and regarding equipment hire, were raised. **Action:** JR and RL would speak to Boz and Andy and report to the next meeting.

9. Youth

RL reported that the Youth AGM had taken place. More coaches were needed for next season.. Some DBS checks still needed to be carried out, and arrangements for First Aid had to be addressed before September

PR indicated that there had been some discussion with JP & Brimelow about kit sponsorship.

10. Rugby Development

JR reported that he had met with Phil Clark and Mark Goodman. An area identified for development was girls rugby; coaches would be needed for girls.

Things which needed to be monitored were plans to build a new school next to the Hough End Centre, and the possibility of the police installing a 3G pitch.

11. AOB

- ML indicated that there would be a tour to Edinburgh from 4-6 May, 2018.
- AMar had been contacted about the possibility of Park hosting a 7s tournament.
- BS asked whether it would be acceptable for him to advertise the closing down sale of his Garden Antiques business to Club members via the email list. This was agreed.
- PR mentioned that there seemed to be uncertainty over the notification of 250 Club draw winners.

Next Meeting: to be arranged after consultation with members.