



## MINUTES FROM MANAGEMENT MEETING

Date: Tuesday, 4 September 2018

Time: **19.30 – 21:00**

Place: Fairford Football Club, Cinder Lane

### Attendees

|                |              |               |                   |
|----------------|--------------|---------------|-------------------|
| Adam Sloman    | Chris Bint   | Jeylan Sezgin | Graham Merrington |
| Jason Winter   | Lewis Cusack | Greg          |                   |
| Alan Stratford | Brian Say    | Steve Garton  |                   |
| Andy Wright    | Iain Mills   | Nicky         |                   |

### Apologies

|               |                 |                 |
|---------------|-----------------|-----------------|
| Marc Cornwell | Tony Warrington | Andy Moran      |
| Mani Aira     | Chris Drabwell  | Sian Fredericks |

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### 1. Welcome and introductions

Adam opened the meeting and explained that no minutes were produced for the July get together, so the last minutes available are those on the website.

### 2. Update on Safeguarding and league information for new season

Alan has been updating all those that need to attend a safeguarding course to do so. You cannot stand in the technical area or help out with coaching, etc., if this has not been completed. Importantly, there is a need for all to have safeguarding and CRC and at least one person of the coaching/management team is required to have undertaken the FA first aid course. There will be stiff penalties applied this season by the league if this is not fulfilled.

For the first aid requirement, Alan is looking to organise an FA first aid course in Fairford. There will need to be at least 14 people to make this viable. End of October/beginning of November is the aim. It is just a few hours long.

**ACTION:** Please let Alan know if you or others helping with your team would be interested.

### 3. Chairman's Report

Adam updated all on activities over the summer:

- A Bookers account has been opened to stock the kitchen
- For the kitchen it is suggested that a rota be set up for all teams to pick two volunteers for one Sunday every nine or so weeks. This would provide consistency and ensure it was always open when games were on.

**ACTION:** Alan to look into setting up a rota

- The renewals have been paid for the website hosting. There is a new 'Coaches' part of the site. There are many goodies in here. This part of the site is password protected. The coaches part of the website also has the expenses claims form. You will need to fill this out to claim expenses, submit it at the managers meetings and you will be reimbursed before the next meeting.
- The NWFYFL has issued a contact book. In here are all the teams contacts and also the referee details.
- The club will contribute £6, per player, to training balls (you can buy them, then use the expense form!).
- The pitches at Horcott are to be sprayed off with herbicide and also fertilized.



**ACTION:** Adam to check if there is a period on which no football is allowed to be played, post treatment.

- Budgets are going to be set for the club going forward. These will be distributed to the managers for comment.
- The signatories for the bank account are in the process of being changed. This is a fairly lengthy process, but we will get there. Iain Mills will be added to the signatories as the new treasurer.
- The cabinet in front of the club house door will be updated by Adam with the new layout of the pitches and updated information.
- The Club House redesign is under consideration with the use of an architect to deliver some plans for the front two changing rooms.

#### **4. Infrastructure - Pitches, lights, changing rooms, parking**

Radders is putting in another pitch at the bottom end of the U15/16s pitch. There will be a need for some new goals to go in here. These two pitches are for the U11/U12s.

**ACTION:** Adam to order new set of goals

These goals and those already need to be locked together in order to discourage people flogging the pitches.

**PLEASE, PLEASE DO NOT TRAIN ON OTHER PEOPLE PITCHES, UNLESS BY PRIOR AGREEMENT. THERE IS MUCH SPACE IN FRONT OF THE CLUB HOUSE.**

Parking is in the car park or in the industrial estate, please remind parents and opposing teams not to park on the corner of the main road. If you have a game on the Coln House pitches put out the cones.

**ACTION:** Adam to organise some signage to put on the first cone to inform people NOT to park here.

There is a need to slash and burn in the training room, on the side of the club house. Much of the equipment in here is damaged and unserviceable.

**ACTION:** Alan to help to put together an order least of coaches' kit requirements

The old mower and the Tesco storage box need to be scrapped.

**ACTION:**

#### **5. Journey towards Chartered Status**

Brian introduced the move towards Chartered Status and why we need to go in this direction. We will be submitting the application to Glocs FA before Christmas. There is a need to draft a 3-5 year plan. There is a need for discussion with the parents, community, supporters on this document.

**ACTION:** Brian will circulate a draft at the end of September to this meeting

#### **6. Training night and locations (all Horcott/Coln House before clocks change)**

U7 -

U9 (both) -Wednesday

U10 - Thursday

U11 - Wednesday

U12 -Friday

U13 (both) - Thursday/Saturday

U15 - Tuesday

U16 - Tuesday (maybe a shift to Wednesday)



**7. Date of Next Meeting**

2<sup>nd</sup> of October, Cinder Lane

**8. Any other business?**

Please send all email addresses of parents to Adam. He is developing a contact list to which club updates and developments can be sent.

**ACTION:** All - Please send on before next meeting