



MINUTES FROM MANAGEMENT MEETING

Date: Tuesday, 2 October 2018

Time: **19.30 – 21:00**

Place: Fairford Football Club, Cinder Lane

Attendees

Adam Sloman	Chris Bint	Jeylan Sezgin	Nigel Head
Jason Winter	Lewis Cusack	Tony Warrington	
Alan Stratford	Clare Merrington	Steve Garton	
Andy Wright	Iain Mills	Chris Drabwell	

Apologies

Marc Cornwell	Brian Say
Mani Aira	

1. Welcome and introductions

Adam opened the meeting and said he was soon to meet Brian Say to discuss the journey towards chartered status.

Previous minutes of meeting from September approved.

2. Kitchen rota

Kitchen has so far been successful. Alan and Andy received funds from kitchen so far - there is a rota in the clubhouse as follows: 7th Oct U11's, 14th U13's Saxons, 21st U16's, 28th U13 Celts, 4th Nov U9 Hawks, 11th Nov U15's.

AW suggests if a team does not know what to do those that have run before could advise. AW to donate microwave.

3. Chairman's Report

AS trying to get clarification on freehold of pitches, insurance, bank account for Belgium, not heard back from Joe.

TW advised that the insurance payment should be on bank statements. AS to check bank statements.

AS advised that it is not wise to spray pitches at the moment – should attend to it in early spring.

AS arranging to meet architect re: clubhouse.

AS heard from Gloucestershire CC, they are planning to put covenant in place to protect Coln House playing field. Proposing FLYFC and rugby club have use for at least 10 years. AS wondered if possible to use any other facilities. Perhaps gym? **ACTION:** AS to ask the question.

AS opening new bank account with HSBC currently pre-approved. Joe and TW to transfer funds when HSBC open. Balance approx. £9k. AS has found £550 unpaid cheques which are now too old to bank.

AS has sent all items that Alison requested (accountant) to try and avoid late filing penalty. AS suggests new policy that when the Chair/Treasurer resigns ensures new people have access to finances and other key information, prior to stepping away.



Now have access to Charities Commission, currently have 3 Trustees, David Gardener, AS and Stuart Pike.

Iain Mills now has access to Companies House and can now update directors etc TW to remain, AS and IW directors'.

Kickstart to finish after Oct half term, numbers are poor and no commitment from parents.

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

AW to fix kitchen door. Tap in toilet fixed. Roof of shipping container now fixed. AS suggests team clear out of container. **ACTION:** AS to arrange.

AW not sure of how to work alarm and lights – TW can show how the lights are operated but thinks alarm is disabled.

Also, please pick up any rubbish and take a bag home.

AW replacing lock for kitchen.

Coln House teams please make sure parents don't park on road.

5. Coaching support

First Aid course is booked – 12 confirmed, CB and LC will also attend. 6.30 to 9ish, Weds 24th Oct.

From 31st Oct no one allowed in technical area who is not safeguarded, first aid qualified and has a valid CRC check.

Safeguarding, - outstanding for CB and LC and Mark Cornwell, Nigel Dodds, Justin Nicholls.

Chris Sampson taking over welfare officer role. 4 CRC's outstanding. TW no longer has access. Will circulate email address for Chris Sampson to all team coaches shortly.

Training equipment – if you know anything needs replacing please let AS or Al S know.

Trying to compile coach's manual or anything required for club philosophy. Draft to be put on website, TW suggested meeting following the draft being put on coach's area of website to discuss and clarify the club philosophy.

Al S stated he will always help with training etc., for any age group if required.

6. Date of Next Meeting

Date for next meeting 6th Nov 18. 7.30-9pm

7. Any other business?

SG needs a key for the clubhouse, AW to give to SG.

Jason New - Belgian liaison. Currently waiting for Barnes to confirm crossing date. TW – estimated the cost at £80 per child, £200 per adult.

SG like to run quiz night as fundraiser, AS will send out notice. Maybe if spare kitchen rotas or Saturdays during rugby SG's team could open and run the kitchen for extra funds.



Team coaches to let IM know what registration fees have been collected and what is outstanding.

Chris Tanner spoke about hosting a fundraising dinner at football club. access to speakers, seats 88 people. No room hire fee. ballpark fees £1500 for speaker. Chris Tanner also suggested send off day – kids play half time at Fairford Town game, raffle etc split between Fairford Town and Youth. To be considered.

Club shop/website should be up and running shortly.

TW door left open at the club house when he went in at 3pm today – please make sure you lock it!

Agreed that AS/IW will look at a formula for team subs payable to the club.