

SUSSEX RUGBY FOOTBALL UNION Ltd

Minutes of the Executive Committee held at BRIGHTON FC (RFU) on 26th August 2009 at 7.30pm.

09/32 Present - R Edmondson (RCE) (President), P. Bailey (PB) P.Silk (Secretary - PSk), R. Hopkins (Treasurer - RH), G. Howorth (GH), A. Croucher, (AC) and Messrs P. Atthis (COPS-PA), and M. Chumbley (RDO – MC – representing the RRDM) P Sealey (Minutes - PS)

09/33 Apologies – P. Macaulay and G. Thompson

09/34 P.Silk declared his interest as a business associate of INfx Ltd.

09/35 Minutes of Executive Meeting 27th July 2009 were circulated, approved and signed.

09/36 Matters arising –

09/22 Sussex Sport Partnership subscription has been renewed.

09/24 Photoshoot for Shepherd Neame tomorrow – Virgin will make a presentation at the Clubs meeting next week.

09/27 RDO jobspec still not received.

09/30 Handbook at Printers – some additional cost to be disputed. Same pagination as last year, but more Sponsors' advertisements carried.

09/37 President's Report

Attended a Girls/Womens' meeting – fair progress (*MC indicated that following this a possible Girls' Chair had been identified*). Further meeting 28th September at Worthing RFC.

Steve Christian (16-24) had met 3 Universities – developments with Eastbourne Campus/Eastbourne RFC discussed. MC to contact Steve re Coach Development Unit.

Schools AGM had been held and Accounts received. Reserves were down on last year. PA asked that notice of Schools AGM be circulated in future.

Letter received from Gerfontein School S.A. - re assault on U17 player. Full apology and details of sanctions made. PSk and RCE had replied with thanks. RCE expressed concern about 'group' websites, and the need to limit details of such events.

Ardingly Camp had been very successful, 79 players attended but numbers were down.

Promotion of the camp to be increased via C & P and on Website at an early date (November was proposed) Allan Butcher had indicated he was willing to run it again next year.

09/38 Treasurer's Report – RH confirmed that the Accounts would be signed off at the October Management meeting, then independently examined, ready for presentation to the Clubs meeting in December. We were still on target to make a small surplus.

Contact with Brighton FC (RFU) had been made, and a letter to arrange a meeting to be sent by RH.

The draft Budget for 2009-10 was presented showing a deficit of £4,800 – RH confirmed that in addition to the Reserves we held, £23,000 had been ring-fenced to support CRC requirements. RCE thanked Richard for his work in preparing the budget and Accounts.

09/39 Tool kit application –

PA had submitted a report on the 2008-09 Toolkit which had been sent to Twickenham. There was a long discussion about the Pathfinder scheme. It appeared, the RFU did not know if it was working – although some 'goody bags' had been distributed. AC said that it was probably more straightforward than it seemed - although the RFU had not pursued contacts. Many players had not yet passed clearing to Universities, and it would be October, before squads were selected. It was hoped that the scheme would put local clubs in touch with players not in the University squads. MC said that Steve Christian should be involved – PA to try to find out more from the RFU.

GH had circulated a paper proposing a wide range of free-of-charge events, courses, meetings and events to help all sections of Clubs – and was linked to SOA approval. Together with funding for the Community Club Referees Group, the total cost was £8650 – of which the RFU would be asked for £2600, and the remainder would come from County funds set aside in the Budget. Approved.

- 09/40 Coaches** - PA produced a paper showing we had around 800 Coaches – 350 of which had UKCC awards per Jon Bates. There were 83 non-qualified UKCC coaches – but this probably included some parents, qualified as tag coaches, who helped out at age-group rugby under the supervision of a qualified coach. The RFU target of a level 2 Lead Coach for every age-group in every club remained a strategic objective.
- 09/41 Community Rugby** - GH had reminded RDP Chairs that Clubs found about 20% of the CRC budget, and received about 40-60% of the benefits, and it was important for them to contribute their share.
- 09/42 Seal of Approval** - MC reported on progress towards SOA – there were concerns about delays or lack of action at Burgess Hill, Hellingly, Haywards Heath, Heathfield & Waldron, Midhurst & Rye. Clubs would be reminded that at the end of next Season, there would be a review of outstanding Clubs and they could face possible sanctions limiting their entry to County competitions etc.
- 09/43 Secretary's Report** - P Sk had arranged Club aid visits to Ditchling, Rye in September & Shoreham in October and Burgess Hill in November. Future visits to Brighton and Barns Green would be announced later. GH considered that RDP Chairmen should be invited. A note circulated to remind Incorporated Clubs of their legal requirements regarding information to be placed on to Letterheads, Websites, and e-mails. The RFU website had a report on, giving the benefits of Clubs registering as CASCs – and details of what was admissible in regard to Players payments of expenses. A Club 'roadshow' was being considered. There was concern that individuals were holding personal data on individuals (for instance in Coaching squads) on databases outside the SRFU Office, and that these were covered by the County Data Protection disclosure. PA to investigate who was holding what information, and determine a policy. It was a basic tenet that such information could be used for specific rugby purposes only. RFU Handbooks were being distributed at the General Meeting but RFU Diaries had been discontinued. IRB Rule books had been received, but they were the Spanish version.
- 09/44 Sponsorship** - The Sponsorship agreements with Virgin Atlantic, Shepherd Neame and Covers had been signed, and RCE congratulated Nick Silk on his achievement. We would be co-operating with Virgin Atlantic in running competitions etc and ensuring that all Sponsors received appropriate assistance in promoting their products.
- 09/45 CB Action Plan** – MC had received revised plans from Community, Community Referees, Development Team. No response from C & P, Women & Girls, Schools, Competitions, 16-24, CB Admin, Governance, Sponsorship & Media. MC had 'tidied up' and consolidated the plans, but stressed that they would only be helpful if they were regularly reviewed and used to monitor progress and plan actions. Agreed that outstanding plans to be sent to RDO for inclusion and review at the October Management meeting. AC to pursue at the October CBRDP meeting. AC proposed the introduction of 2-3-5 year targets, and pointed out that some plans were the same from year to year (i.e. Coaching / Competitions)
- 09/46 – Any other Business** – GH said the RDTT Teams would now be visiting in October. Venue tba. GH asked for approval to purchase 2 tickets as prizes for 'Volunteer of the year' Approved. MC noted that the contract for the Admin Assistant expired on 30th September. RCE to appoint a

small group to deal with the renewal.

Congratulations to be sent to Dina Nolan on her forthcoming marriage.

PA noted that the Strategic plan expires on 31st August. He was to circulate the last plan to members of the committee

PA had proposed a jobspec for the Immediate Past President. It was considered that the present arrangement of one year as Senior VP, two as President and one as IPP was satisfactory.

PA asked if successful participants on a 16-18 Referees course at Rye would be eligible for the community Club Referees Group. Agreed that if they intended to continue Refereeing, they would be. PA to find out their intentions.

RH apologised for his absence from the Clubs meeting on 1 September.

P Sk had arranged for attendance at the RFU Orientation day on 13th October. RCE to allocate if places are limited.

MC noted that Mark Lewis and James Carver had been selected for England Deaf XV v Estonia

P Sk had circulated the Facilities report which showed satisfactory progress

RCE said that there were a number of outstanding disciplinary matters which he had asked Frank Edmonds to deal with urgently.

Meeting closed at 9.55pm.