



MINUTES FROM COMMITTEE MEETING OCTOBER 2024

Date: Monday, 21st October 2024

Place: The Railway Inn, Fairford.

Attendees

Sarah Sloman (SS) Jason Winter (JW) Alan Stratford (AS) Chris Drabwell (CD)
Ross Daniel (RD) Becky Taylor (BT)

Apologies

Adam Sloman (ASL)

Apologies for Absence

Apologies were noted. (See above).

Issues (All)

1. Rugby Club use of Changing Rooms - Now that the Rugby Club no longer cut the pitches what is an appropriate charge for use of the changing rooms?
 - a. What costs do we currently incur for electricity on site? – *We pay in the region of £40 per month for electricity but appreciate that is not a cost fully attributable to the rugby club usage.*
 - b. What costs do we currently incur for cutting the pitches at Horcott/Coln House? – *We pay £225 per cut and this is done twice per month from June to October (10 cuts) and then once per month in November, December and January (3 cuts) and then twice per month for February-April (6 cuts). So a total of 19 cuts at £225 each = £4,275 total. Potentially an extra cut for Presentation/Tournament.*
 - c. Total over 12 months circa £5K.
 - d. **Resolution – set up a meeting with the Rugby Club and be transparent with costs – ideally looking at between £1,500 - £2,000 per year.**
2. Water Meter – where is it? We can see where it is supposed to be but need to physically locate it!!
3. Strip of Land – request has been received asking if we would be willing to sell the strip of ground from the car park down to the footpath behind the scaffolded section – allegedly children have been playing in the tree line, damaging the fence and stealing from the garden. The neighbour has said that they would then take responsibility for the trees, some of which need attention and would provide some revenue for the club.
 - a. Need to check deeds and covenants to see what is allowed
 - b. Need to define precise area
 - c. What is the value and what is the offer?
 - d. **Resolution – arrange a meeting to understand what is required and what is being offered.**
4. Presentation Day Date – need to ensure we don't clash with Fairford Primary School Fete (17th May) and Fairford Festival (7th June).
 - a. Saturday 10th May doesn't clash with these or bank holidays so we will go for this.
 - b. **Resolution – Presentation Day will be Saturday 10th May 2024**



5. Tournament 2025 – are we going to do one? When? Volunteers?
 - a. Pain points last year were centred around the app and additional teams turning up that weren't on our list, then scrambled to change/add fixtures last minute which was chaos – *We can pay extra for the App to take payments, register teams and create all the fixtures, send acknowledgements – for the sake of a few hundred pounds extra it makes sense to do this.*
 - b. Lack of referees – competing coaches were having to referee games. – *Have more referees available than we actually need to cover – 8 pitches = 12 referees.*
 - c. Food/drink supplies – sold out completely on a couple of occasions meaning emergency trips to restock – *Plenty of room in Changing Room 1 to increase the stock levels, we have a couple of years experience now so order to a much higher level.*
 - d. Volunteers – we need as many volunteers as possible; it cannot be left to the same few people. – *A rota will be sent out early in the New Year with all the areas we need cover for and teams that are not playing at a particular time will be asked/expected to help cover ie, if you play in the morning on Saturday, you help in the afternoon etc.*
 - e. Advertising – *Details to be sent for inclusion on NWFYFL website and newsletter*
 - f. **Date – Resolution – Tournament to be held on Saturday 28th and Sunday 29th June 2025.**

6. DBS/Safeguarding/First Aid – reminder that all coaches that are involved in coaching sessions and matches need to hold a current DBS Certificate and FA Safeguarding Qualification as a minimum – to be in the technical area at matches the NWFYFL now require everyone to have passed the Introduction to First Aid in Football Module too.
 - a. Chris Drabwell sends out reminders to coaches well before any qualifications are due to expire to ask them to start the renewal process.
 - b. Currently we have 6 people who need to provide their documents for checking before they can move to the next stage.
 - c. Currently we have 2 people who need to make payment to progress their application (payment is reimbursed by the club but needs to be made by the individual initially).
 - d. No one can be involved in any session without holding the relevant coverage – there can be no exceptions!!
 - e. **Resolution – The Committee will cancel training sessions of teams that do not meet this criteria and will cancel fixtures with the NWFYFL. In addition the Gloucestershire FA will suspend individuals and teams that do not have the necessary DBS and Safeguarding Cover and the NWFYFL can cancel fixtures and award games to the opposing team if we are at fault.**

7. Finances – what is the current status?
 - a. RD reported that the club currently has a balance of £25,517 which is healthy especially considering we have just paid out around £4K for additional portable floodlights.
 - b. Circa. £1,500 to come in from AS
 - c. How is the collection of players registration fees going? – The online form has been a help but a lot of people are not using the registration number that the form produced and are continuing with the old format of reference number which can make things difficult to reconcile. Continue to look at this ahead of next year's registrations.

8. Football Foundation Grant – the club was awarded £64,000 in 2018 payable over 10 years for pitch work
 - a. What is the latest? – JW has made contact with the FF to gain access to our grant portal. Also submitted over £10K worth of invoices.



- b. It is believed that the next tranche of £16K is due to be disbursed now – we will check this when we gain access to the portal.
9. Committee Headshots – for website and notice boards so that everyone knows who to contact.
 - a. Photoshoot to happen on Monday 11th November at 6pm
10. Request from Greg Shutie for funding to complete his UEFA C Coaching badge.
 - a. Cost? The cost is £650 less £100 discount for being an affiliated club so £550.
 - b. Can Greg get this paid through learning credits through the RAF? – To be checked.
 - c. If not, then we would agree to this.
 - d. **REMINDER – every team needs to have one coach that has completed the Introduction to Coaching Football Course (old Level 1) to cover our requirements with our affiliation – we currently have some gaps that need filling – JW to let teams know where we need someone to complete the course.**
11. Winter Training – where, when and how much?
 - a. Hatherop Castle – we have access to the facility at Hatherop Castle from 6-7pm Tuesday through Friday during the Winter months. Two teams to share this every night so we can cover 8 of our 20 sides at one venue. **£30 per hour/£15 per team.**
 - b. Horcott – space is limited and we know that it cuts up with over use so need to understand the limitations here. **FREE**
 - c. Bibury FC – a couple of teams are using the floodlit grass training pitch here. **£5?**
 - d. Lechlade Memorial Hall – grass and all weather – both U18 teams use the portable floodlights at Lechlade on Friday nights currently. The all weather is not really an all weather and can be treacherous in wet and icy conditions. Potential capacity for other teams to use the portable floodlights on other evenings. **All-weather £14 p/h**
 - e. Fairford Town, Cinder Lane – there is a small pitch with floodlights at the top of the main pitch that is available at a cost of **£15 a session**
 - f. Hatherop FC – not great light coverage currently. **FREE**
 - g. Other – Cirencester Arena/Swindome/Carterton – these can be very expensive but sometimes there is no other option – please check with Committee before agreeing to a substantial number of sessions. **Between £60-70 per hour.**
 - h. Can we improve the floodlights at Horcott – ***we will look into this and see what can be done.***
12. Arboreal Tree Care – there is no room around the U12 pitch on Coln House and the entrance to the car park is dangerous. Can we look at getting a quote to improve the situation?
 - a. **RESOLUTION – ASL to speak to ATC to get a quote for the remedial work.**
13. Alcohol/Smoking – it has been reported that people have been seen drinking alcohol and smoking around the pitches on matchdays.
 - a. All coaches to remind parents that consumption of alcohol is forbidden at games.
 - b. Smoking – both Horcott and Coln House School are smoke-free areas, if parents/coaches need to smoke then they need to leave the site to do so.
 - c. **RESOLUTION – look into providing “No Smoking” signage.**
14. Welfare Section on Notice boards at the clubhouse. – BT to update to include welfare contacts and important information.



15. Car Park – what can be done to maximise the space and tidy up the area?
 - a. Last quotes we had were in the region of £30K to provide a tarmacked carpark.
 - b. Does it need to be tarmacked? How about something similar to National Trust properties with hardcore/gravel and marked bays?
 - c. Cullimore is the main sponsor of Fairford Rugby Club – could we explore this for the materials?
 - d. Do we have anyone within the club with contacts that could help?
 - e. **RESOLUTION – Get updated quotes and present to next Committee Meeting.**

16. Goals – New goalposts have sat in the clubhouse for a year/what is the plan for replacing/upgrading goals?
 - a. The goals are for the U14/15/16 pitch on Coln House – need to check whether the current goals can just be lifted out or whether they need to be dug out – this determines whether this can be done now or needs to wait till the season is over.
 - b. Other goals – can we look to replace the metal goals that don't have wheels? – Yes – AS to get quotes for new sets.
 - c. ***Reminder – all goals need to be moved off of the playing areas and locked – if no combination locks are available then please let a Committee member know and they will be replaced.***

17. Club Meetings – currently the club is heavily reliant on a few people giving up a large amount of time to carry out tasks around the clubhouse and administratively. A number of the current committee also have children in the older age groups so will not be around for ever. The facilities that we have as a club are fantastic, as you go around the league there are very few that can compare – it is something that we should be immensely proud of and all want to maintain and improve where possible. To do this we need help, from coaches, parents, players. How do we do this??
 - a. Committed Meetings – the club committee will meet on the 2nd Monday of every month – this will be the following dates:- 11th November, 9th December, 13th January, 10th February, 10th March, 14th April. Please ensure that you forward any items for discussion to the Committee members ahead of these meetings – note, you do not have to be a committee member to attend, the meeting is open to all.
 - b. Quarterly Meetings – to be a success we need everyone to be involved, to do this we propose that we will conduct a quarterly meeting at which every team must have representation – the meeting will last for a maximum of 90 minutes. The dates for these meetings will be:- 9th December and 10th March. – Please ensure that each team has a representative available to attend – venue to be confirmed.
 - c. AGM – to be held on Sunday 12th May 2025 – venue and time to be confirmed.

18. Any Other Business
 - a. Respect Barriers – continue to be returned to the clubhouse with knots and tangles – we will buy a couple more but please think about the next person to use them when you put them away – should we mark each one with an age group on the bag so you are always responsible for your own??
 - b. Toggles for securing nets – currently we have a lot of cable ties and they can leave sharp edges, we can buy a number of elastic toggles to secure the nets – remember you need to go around the nets before each game to ensure they are fit to use.
 - c. Support for Coaches – new and old. We need to produce a coaches manual, a how to guide but as with all things this takes time and is not a 5 minute job. Some other clubs get coaches, players and parents to sign an “what we expect of you” document – should we look at this too?
 - d. Accident Form/Book – BT to look at what we can provide and have available.



IMPORTANT DATES

11/11/24	Committee Meeting
09/12/24	Quarterly Club Meeting
13/01/25	Committee Meeting
10/02/25	Committee Meeting
10/03/25	Quarterly Club Meeting
14/04/25	Committee Meeting
10/05/25	Presentation Day
11/05/25	AGM
28-29/06/25	Tournament

Meeting Closed at 21.20