

Minutes of Meeting

Subject: Ashford Rugby Club Committee – Web Copy

Date (Time): 7 February 2024

Minutes: John Heaver

Meeting Attendees		Distribution
John Norman (JN)	Dylan Tomkins (DT)	Committee
Vicky Norman (VN)	Mark Bowes (MEB)	Web Copy
Mick Stanley (MS)	Aaron Bowes (AB)	
Charlie Vavasour (CV)	Tim Scrivens (TS)	
Chris Dengate (CD)	Callum Stuckey (CS)	
Grant Wilson (GW)	Rhys Fussell (RF)	
Ian Foinette (IF)	John Heaver (JH)	
Lauren Holdstock (LH)		

Committee Minutes

Apologies	7 Feb 24	John Norman
Adam Knight (AK)		
Administration	7 Feb 24	John Heaver
JN – A meeting with a 3g pitch provider is setup for Thursday 8th Feb. CD – I have spoken to the Football Foundation who have indicated that they would like to partner with us for the plastic pitch. MB – I reached out to Chris Dale to get his guidance as he has been involved with other such programs. Nothing to report on admin.		
Welfare	7 Feb 24	John Heaver
DBS checks needs to be reviewed for 1st aiders and safeguards. Nothing else to report on Welfare.		

Discipline	7 Feb 24	Grant Willson
Jack Dixon received a red card. The referee decided it should have been a yellow card. He had a two-week ban, which should not have happened, but no discipline. It has been agreed that any Match Official abuse charge found guilty by the club by internal investigation will be sanctioned with a minimum sanction of 6 weeks ban and no maximum ban. The discipline officer can suspend some of those weeks if he deems it appropriate. They will be held over until the end of the season and should the individual reoffend with MO abuse the suspended weeks would immediately be applied before the sanction for the second offence was initiated. The ban is from the Ashford RFC's clubhouse and club grounds and all away rugby grounds. Breaking the ban will initiate any suspended weeks and a second sanction (starting point 6 weeks). If the individual is a player, they will be allowed to train during the week. They will be unavailable for selection, however. if the individual is also a parent of a mini/junior, we will deal with this on a case-by-case basis as the son/daughter should not be removed from the game due to a parent's actions. They will not be allowed pitchside. Nothing else to report on discipline.		
Finance	7 Feb 24	Charlie Vavasour
A copy of the minutes which include any finances are available behind the bar for any paid club member to review		
Subscriptions	7 Feb 24	Vacant
The club has identified a high number of subscriptions still out-standing. The club administration needs to complete regular audits to ensure all monies are collected and recorded in a timely manner. CD – To send a message all lead coaches requesting them to verify that all players have paid subscriptions in full, if not please provide a quick explanation detailing the issue. JN – 2 weeks before the club can get full feedback. CV – Has the club re-imbursed the subs for U16s? VN – To oversee as required and update at next committee meeting. RH/JH – To oversee two coach's meetings, per season. Nothing else to report on subscription.		

Policies and Grants	7 Feb 24	Martyn Hodge
AB – we still need coaches to sign off on the coach’s policy. Draft version of the “Ashford RFC vision and mission statement” circulated for review. See last page. Various discussions but, in summary, largely positive and many thanks for the hard work of Martyn and Gibbo. • We should look to explicitly highlight girls/woman’s rugby. It wasn’t deliberately excluded but rightly should be added since it’s the largest growing area of the game and challenge preconceptions of rugby. • Shift focus of the vision away from other sports. Whilst we want to be a community hub, rugby will always be the main priority/function of the club. • Suggestions to have more emphasis on the development and long-term retention of players - even if they move to other clubs for a period of time. The idea that players are Ashford players for life and the sense of community has players returning to the club. Nothing else to report on Policies and Grants.		
Games Reports	7 Feb 24	Chris Dengate
Minis coordinator’s role to be reviewed at the end of season to ensure no conflict of interests. Numbers good at training with really positive attitudes within the groups. MS – An observation, could the backs benefit from some backs coaching. CD – I will take it on and review.		
The new second team manager, Adrian is going well. JN – A clear line of communication needs to be introduced to stop the issues with fixtures and bookings. Nothing else to report on games.		
Bar / Kitchen Report	7 Feb 24	Vicky Norman
We have a new card machine which will save the club money. We need Bryan Judges to cancel the old one. Nothing else to report on Bar.		

Luncheons	7 Feb 24	Dylan Tomkins
We are looking at about 100 for the VP's lunch on the 17th March which includes 53 centurions. Band booked for 19:00. TS – photographer booked. DT – Will publicise to everyone. VN – players who have a game that day will receive their cap pre-match. JN - I would like to minute a thanks to Anthony Baker for all the works he had done on the electrics. Nothing else to report on Luncheons.		
Development	7 Feb 24	Charlie Vavasour
A meeting is setup for Thursday 8th Feb with Slater sports to look to provide an outline quote on the 3g pitch. The key issues would be the flooding, but they are confident this can be addressed. Discussion with Simon Hall re fencing is ongoing. The boundary of the site needs to be cleared, which was agreed – CV to get a written quote and scope of works. Nothing else to report on Development.		
Communication	7 Feb 24	Lauren Holdstock
Club recruitment: I have made posters for all age groups, seniors, women, minis & juniors, girls & whole club. I have looked at boosting them through Facebook so they reach more people, this will cost £200 per poster for 10 days. These will be going out around the same time as summer touch starts to get people to return to rugby. It was agreed to review this during the off season. The linktree on the socials isn't up to date - George Collins currently has the log in details but doesn't know them, so I will set up a new one. TS -Still to action last month's tasks. Is there any way to combine adds and posts. LH will investigate it. CD – We need to start thinking about next seasons promotional videos, £2,000 for the service. JN – Can we ensure that its Ashford centric as the clips seem to be of the opposition. CD – Will ensure its Ashford. JN to see whether the 100 Club would sponsor this. AB – We need to review advertising for rugby events such as the world cup, six nations etc. Nothing else to report on Communications.		
100 Club	7 Feb 24	Mark Bowes

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House

7 Feb 24

John Norman

Drains being cleaned on Tuesday.

Nothing else to report on House.

Sponsorship

7 Feb 24

Vacant

CS reported: currently chasing Dove for their payment MTS.

2 boards planned before next season. I will re-engage lapsed sponsors and target Members of the club to get them involved with sponsorship. Also looking at quarterly ARFC business breakfasts, and Local Bars, pubs, restaurants, takeaways who'll have an interest in advertising.

Speaking with Southern Water ref sponsorship.

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JN – Ian Nelson to take on the role of sponsorship Manager.

Nothing else to report on Sponsorship.

AoB

7 Feb 24

All

MB – Date for the ball set for 29th June, £75 per person, £25 non-refundable deposit.

IF – Guy Thorogood’s memorial service due to be held at St Gregory and St Martin Church, on the 23rd of Feb at 11:00

CV – The club’s constitution from 2008 needs to be updated and reviewed around officers of the club, the info on members etc.

CD – Requested chalk boards for above the bar for advertising. Agreed to purchase.

VN – I have responded to an email sent from Prem Foods Ltd about a club tidy up for the 28th of March.

TS – Lights in the container – JN – Fix a date and we will do it.

AB – I have been approached by a gentleman by the name of Mick McGuinness using the club as a base for a chess club. Will do some more investigations and report back.

RF – Would like to suggest setting a one-way system for the car park. It was agreed to look at costs.

MS – Would like to nominate Simon Hall for VP. It was agreed that SH was already a VP.

Nothing else on AOB

7 Feb 24	Meeting Complete: 21:20	Sign:
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