

Minutes of Meeting

Subject: Ashford Rugby Club Committee – Bar Copy

Date (Time): 11th September 2024

Minutes: John Heaver

Meeting Attendees		Distribution
John Norman (JN)	Mark Bowes (MB)	Committee
Vicky Norman (VN)	Grant Wilson (GW)	Web Copy
Charlie Vavasour (CV)	Lauren Holdstock (LH)	
Chris Dengate (CD)	Tim Scrivens (TS)	
Mick Stanley (MS)	Aaron Bowes (AB)	
Ian Nelson (IN)	John Heaver (JH)	

Committee Minutes

Apologies	11/09/24	John Norman
No Apologies		
Administration	11/09/24	John Heaver
1 st aid course booked up for 19 th Oct – Needs chasing on people signing up. Club safeguarding audit has been complete as has the audit on club facilities Nothing else to report on admin.		

Action Tracker			
Assigned Too	Action	Date Raised	Date Due
CD	1 st Aid kits	11/09/2024	01/09/2024
JH	1 st Aid Register	11/09/2024	03/08/2024
JH	Job Roles-Needs review by all	11/09/2024	01/09/2024
IN	Spon Replacement	11/09/2024	No date set
CD	Velcro leg blocks	11/09/2024	03/08/2024

JN	Drains and Door	11/09/2024	11/09/2024
JH	Water Pipe	07/08/2024	11/09/2024
CD	Pitch maintenance costs	11/09/2024	02/10/2024

Welfare	11/09/24	John Heaver
DBS are underway but there are still some who are not complying with the requirements i.e. courses and paperwork so I am going to instruct them to stop coaching until such time as they have completed the necessary requirements. Lisa W has just had access granted as ASO, so I need to go over the process with her. CD – Just going on the coaches with the jackets etc, a list has been created of all the courses that everyone has completed. We just need to collate the list, to ensure that everyone is all covered. TS - To send the list of coaches that has been collated by the Minis and Junior coordinators to JH. Nothing else to report on Welfare.		
Discipline	11/09/24	Grant Willson
Matt J has asked me to talk to the U16g as there was allegations of bullying last season, so we want to ensure that doesn't happen this season. A second report from the U16s playing Westcombe Park, long story short, lots of allegations which I am now investigating. I need statements from the Ashford coaches, players and parents. It's not discipline, but I sent a WhatsApp to the U14b about selection and both Ollie and Natt R want to get approval on a parent contract which we need to review. To be reviewed at the next meeting. Nothing else to report on discipline.		
Finance	11/09/24	Charlie Vavasour
A full report is behind the bar available to all paid up members Nothing else to report on finance.		

Subscriptions	11/09/24	Vacant
All memberships we have 660 assigned with 280 signed up at the moment, only about 20% of people asking to have it over four instalments about a third of the way through. JH – I have had a parent approach me about payments with I will talk to you privately about. JN – Men are a little slow, but I will start pushing them. Nothing else to report on subscription.		
Policies and Grants	11/09/24	Vacant
Another role we are still looking to feel the position on. Nothing else to report on Policies and Grants.		
Games Reports	11/09/24	Chris Dengate
1st Team win at the weekend, which was fantastic, the boy's played really well. 2nds lost 19-20 in the last few minutes of the game. The deeper darker story is we ended up with three Weavering players turning out for us. We had a full 18 on the Thursday night and kind of dropped from there. We went down to 11 due to injury but they didn't match it. Having done selection last night, both squads go away this weekend with 18 at this moment. Very competitive teams with selection. The Women played Sevenoaks and Aylesford the week before last week and Sheppey the week after. I have been over a few times in the last month as there has been a few complications over vice captains etc and some politics, but I have to say, irrespective of that, they are a really good group of Women for the club. One thing across both the Women and the 2nd team, would be about medical cover. The 2s don't have cover for away games, Amber has dropped her Thursday nighttime session as she is doing work with Hellfire Wheelchair Rugby, which gives us a cost saving, so is it something to look at when the 2nds are going away. I know we have approached Katie in the past who is in her third year, but she hasn't got pitch side at the moment which she needs. That is something I would like to see if we can do.		

We had the coaches meeting 1st Sunday of the month, really positive, everyone was engaged, I am waiting on the official figures, but I think it was 68 ish. Breakfast was supplied, everyone talked. We are running out of training space on a Thursday night, Tuesdays are not so bad but with the girl's session being so successful we are running out of space.

Tony and Tom are organising a rota for the portable floodlights.

Around Christmas time we might have to think about the girls training on a Wednesday night. Which will not be best for the pitches. This brings up issues and costs that need to be discussed.

CD – Now we can start the whole club approval as the club safeguarding audit has been completed and everyone is DBS checked, we can look for the U18g to play up to the ladies and get individual approval to play up.

Players have asked for a bus for this weekend, to Beccehamians around 20 players for the bus. There will be a cost of [REDACTED] per person and the players need to ensure they need to behave. Cost is at around [REDACTED]

CV – We need to allocate a budget for two coaches. It was agreed on two coaches for the men and women, or cash equivalent per season for the women to be managed by the DoR

VN -Katie Metcalfe, I thought it was agreed that she is ok for physio and the [REDACTED] from the funding grant for women and girls is already allocated to her for when she finishes her pitch side in September, so the women have her for the rest of the season. CD – Correct.

CD – Amber is volunteering to come home and away with the 2nds, which will cost about an extra £25 a week as we are not paying her for the Thursday. CD - To provide a budget for the cost of the club's physio for this season.

TS – Still chasing Kent for the mini's tournament for the end of October but still to be confirmed by Kent.

AB –Nothing on fixtures apart to confirm the swap of fixture with Canterbury for next week.

JN – I am still worried about the 2nds. If we keep losing players and the impact on the 1st team. We need to be doing more on attracting players. AB – In terms of training it has been a lot more balanced with 1st and 2nds at training. CV – I might be worth getting AW to contact Kev G, as he has done some work on getting a 3rd team together which could also help.

CD will also put a plan together to help recruitment.

CV – Can we talk about pitches? CD – we are still chasing on seed. CV – We paid [REDACTED] in July which was the work for the season but two months later you are saying it needs another [REDACTED] ish.

CD – When Andy took the works on, he said it needed to be seeded more than once a year to get the best growing times. I will go back to Andy to get an update. I will update the chat so a decision can be made within a week or so.

Nothing else to report on games.

Bar / Kitchen/Shop	11/09/24	Vicky Norman
BKS – Kitchen - coaches meeting went well, the lasagne for the players meal was really good. Tie giving went well and the meal went really well. Moving forward we are hoping to open on a Tuesday and Thursday evening. I have canvassed some of the parents and they only want to pay between [REDACTED] and [REDACTED] per person. We are going to trial it until Christmas. The way we are going to work it so the club can get a breakdown it is not run by Bernie it is run by the club. This will give us a clear picture of the P&L of what it can make. I broke down last year's meals, we served 1,280 senior, 3,240 junior and 1,200 mini meals the cost paid to the kitchen was [REDACTED] which is an average of [REDACTED] per meal if you include the rent that the kitchen pays back it works out at 77p per meal. The kitchen subsidises the tie giving, centurions and volunteers lunch which was last year done free of charge. Normally the 100 club pays for it but it was free of charge. The kitchen doesn't do tea or coffee, the bar makes that profit. There is the dog shows and flexibility to do outside function. The VP's lunches are [REDACTED] per head which is at close to cost. The costs are kept down because of volunteers. I have done a bit of homework talking to outside caterers which would charge between [REDACTED] 5 and [REDACTED] per head for a four-course lunch. So, I priced up for minis, juniors and seniors if I was running a business what I would charge, [REDACTED] a senior, [REDACTED] a junior and [REDACTED] for a kid's meal, that's [REDACTED], which is exactly the same. So even if they were paying [REDACTED] per year rent, the club would still be out of pocket. Other options we have is back in house, you would need a manager, and they wouldn't do it for minimum wage. Volunteers you have got all the PAYE. The club runs it, everything is subject to VAT, so you have just lost that 20% of the income. If we get outside people, just because the cook a breakfast and a bacon baguette, doesn't mean they will cook a lunch for 100 people. Twice we have had outside people, and I have had to come in. Sharing it, we have done that before and it doesn't always work, people don't clean it up. Storage would be another issue. The best bet is if someone wants to use is as a Monday to Friday café, school dinners or sandwiches, that is just Monday to Friday and leaves the kitchen free for the club. AB – A note from Emma at the bar, the weekend we had beer pong great successes and a super social event. [REDACTED] [REDACTED]. JN – I will follow up with Emma. Nothing else to report on KBS.		
Luncheons	11/09/24	Dylan Tomkins
Lunch – We do have dates which have been circulated. LH will do the same once she sees the dates. MS – we are concentrating on three VP's this year and the last January one was not very well attended. The first one has included farmers from the club, and we are hoping to get about 20 farmers from the area of all different ages as well as our VP's. The Christmas lunch is what it is and the last one will include the Centurions and Captains along with the VP's. Please get the word out.		

VN – I need to get dates for the lady's lunch put in. JN – That will give us a few Saturdays that we will be able to do something a little less formal.

Nothing else to report on Luncheons.

Development

11/09/24

Charlie Vavasour

I have had another conversation with Steve Bartholomew who is the main guy at ABC, and he has confirmed that this site is being put into the playing pitch strategy, if we are in that, your hope for funding is enhanced.

VN – Building control are coming down tomorrow to sign off on the kitchen. FSO will be here Friday to confirm the five stars.

Nothing else to report on Development.

Communication

11/09/24

Lauren Holdstock

LH updates still going out.

VN if anyone hasn't noticed the TV in the corner has an Amazon fire stick in the back. We are going to put two TV's up that can go on the same link but a different albums to display pictures of Ashford kids playing rugby.

Nothing else to report on Comms

100 Club

11/09/24

Mark Bowes

A full report is behind the bar available to all paid up members

Nothing else to report on 100 Club.

House

11/09/24

John Norman

JN - To confirm the remains of the bonfire have been cleared

Nothing else to report on House.

Sponsorship	11/09/24	Ian Nelson
JN -Calum is still chasing up and getting sponsors and renewals, still hasn't got a positive reply from Dove. He is saying work is busy, so we do need to find someone else. I did send out the commercial manager job role. I will make one comment, I think the club's remuneration is slightly high at 25%. I will make the amendments for review and then advertise. Fireworks – it is booked for the 2nd which is the day England play New Zealand, 15:00 kick off, potentially the 2s are playing. They are playing away. It is making sure we have enough people here to help with the organisation. We need to get 60 to 80 people for the 5 hours is hard. MB – We need to get communications out about the volunteers. Teamo, mini and Junior coordinators and RF to start collating volunteers list. Nothing else to report on Sponsorship.		
AoB	11/09/24	All
GW – Chris will you contact u14's boys regarding their selection policy. I will explain to Ollie it wasn't discussed tonight but it is on the agenda for the next meeting. VN – Ball for next year, we need to get a date early. Marquee up for two weekends, whether it is before or after the ball it doesn't matter Awards one Friday evening 12,13, 14 and 15 boys and girls mixed. Saturday 16, 17 and 18 boys and girls mixed. And Sunday Minis award day. It will be club awards only. Disco and food after at say £10 to £15 per head, brings back the one club feel. CD – The Defib is 4 years out of date, we need a new one. I will get a price on a new one. LH – Scrunches have been made, the material £58.98, I will be paying £72 to make 48 of them if we sell them at £5 each the club will make £110 profit. CV – You mentioned Calum was following up with Dove, has Paul F confirmed the sponsorship, JN not yet but he is working on it. CD is going to put a price for the reseeding on the chat but are we going to go with a vote on the chat? At least 3 officers and the majority of the rest of the committee MS – Club blazers I am happy to look to do a refresh on the blazers. VN – one of the ladies does it for a living. JN – Some of the fixtures don't match the website to the app. TS I will investigate it Nothing else on AOB		
11/09/24	Meeting Complete: 21:38	Sign: