Minutes of Meeting

Subject: Ashford Rugby Club Committee

Date (Time): 2nd July 2025

Minutes: Charlie Vavasour

Meeting Attendees		**Distribution**
John Norman (JN)	Roger Spicer (RS)	Committee
Charlie Vavasour (CV)	Jamie Booth-Wilde (JBW)	Web Copy
Chris Dengate (CD)	Grant Wilson (GW)	
Martin Worthington (MW)		
Chris Logan – guest/part		

Committee Minutes

Welcome/Apologies		**Roger Spicer**
Apologies: Ben Fewsdale Chris Logan provided a demonstration of a new WhatsApp Community page for the club, followed by a discussion on the pros and cons. It was decided to go ahead with phase 1 (coaches), followed later by phase 2 (parents and whole club). RS to send a message through the community to tell all coaches what is happening. **RS/CL**		
Previous Minutes Matters Arising		**Roger Spicer**
Minutes from the previous meeting held on 05.06.25 were not available. No matters arising.		
Chair's Report		**Roger Spicer**

RS proposed to co-opt Ben Fewsdale to the Committee as Commercial Manager – **agreed.** Communications: there was a discussion around club communications and social media management, with RS reporting that Lauren is keen to hand over her roles. It was agreed that MW would take over the lead on communications for now. **MW** MW agreed to check on the progress of designing templates with Tim Scrivens, with the aim of having them completed before the Club Strategy Day. **MW** To help build a single brand for the club, it was decided that age groups teams should not have individual names. RS to explain this decision at the Strategy Day**. RS** Junior Coordinator – it was reported that Tim Scrivens is looking at finding a volunteer to fill the role as a matter of urgency. **CD** Staff contracts – RS confirmed that new contracts had been prepared for the bar manager and staff, and also for clubhouse support (Simon Hall). It was agreed that Simon would report in to JN**. JN** Sponsorship – a discussion was held regarding junior age group sponsorship and the current policy of 20% of sponsorship going to the club. It was agreed that the current split is reasonable and will be retained. JBW will coordinate age group sponsorships**. JBW** Junior player's dress code – it was agreed that post match dress code would be added to the agenda for the Strategy Day**. RS** 3g pitch – a discussion was held regarding the relative pros and cons between partnering with the FA and doing the project as a club. CD and RS to have a meeting with Lee Suter – **CD/RS** RS and JBW to speak with the Charity Bank to gauge feasibility of a loan to fund the project. **RS/JBW**		
Director of Rugby Report		**Chris Dengate**

The minis from tag to tackle had their first session last night.
Love Rugby has been a great success and attracted new players to join the club.
Junior boys have had touch rugby summer sessions.
There was a good turnout from the Academy Boys and Girls for their players meeting.
The women have held a successful Boot Camp.
Senior men are back in training, with the weekend camp in Rye scheduled for 18-19 July.
Aidan Blyth has been appointed the new 1st XV men's captain, with Rhys Fussell as the 2nd XV men's Captain.
Next season Tom Ireland and Paul Knighton will coach the 1st XV, with Ada and MJ coaching the 2nd XV – RS to draft a letter of appointment for Tom Ireland. **RS**

CD stated that the recent primary school tag festival needed better organisation on the day, and that in future these events need to be owned by the club. JN suggested that the 100 Club could help with funding an organiser in future. CD to coordinate these events in future. **CD**

CD confirmed that he is currently pulling together the equipment order for minis and juniors, along with first aid kits and other medical equipment.

Physios – a discussion was held regarding the use of club physios by junior players. It was agreed that junior players should have access to the physios, but that junior players will need to be referred by their coaches to the physios. CD to communicate this via Junior Chair. **CD**

Treasurer's Report		**Jamie Booth-Wilde**

JBW reported that the club had an operating deficit during June, but that balances remain positive.

A new Purchase Order system has been introduced, to ensure that all work carried out at the club is quoted for and authorised prior to commencement. Going forward, no invoices at the club will be authorised for payment without an approved PO number. JBW to raise PO numbers as requested, subject to agreement by the committee for any cost over £500. **JBW**

JBW reported that he and Emma will shortly be undertaking a full stocktake of the bar and shop. **JBW**

A discussion was held regarding bar suppliers. JBW noted that Emma was currently speaking to different breweries.

Discipline Report		**Grant Wilson**
GW reported that there are no current disciplinary cases outstanding.		
Safeguarding Report		**John Heaver**
No report.		
Facilities and Ground Development		**Charlie Vavasour**
Carpark line marking will be taking place on 6 August. South East Water has been in contact regarding the removal of three speed bumps on Kinneys Lane, which the Committee has agreed to. RS reported that he had received a quote for painting the clubhouse. It was agreed to go ahead with painting the outside, main clubhouse area and the lobby. **RS**		
AoB		**All**

MW asked who is managing Teamo and GMS. It was agreed that Teamo should be managed by Junior Chair, President and mini/junior coordinators, and that GMS should be the coordinators. **MW/CD**
CV updated on rule changes agreed at the AGM. Access to Mutual Societies website has been requested. Awaiting minutes of the recent AGM to them submit new rules. **CV**
JN confirmed that work to fit new showers is underway. **Noted**
RS clarified that invitations to the club strategy day will be sent to lead coaches (max two coaches per age group), Bar Manager, Captains, Senior coaches, coordinators, wider committee and staff members. **RS**
GW reported that Mark Bowles has had a look at club policies and that he has started the process of updating them. **Noted**
CV requested that all policies and other pertinent files should be transferred from the old google drive to the new one – **CD**
It was agreed to take up John Heaver's kind offer to do a BBQ for the Strategy Day **– RS to confirm.**
MW offered to update the club website – CV to provide access details – **CV**

Next meeting confirmed for 06/08/25 at ARFC.

02/07/25	**Meeting complete: 20:50**	**Signed:**