

SUSSEX RUGBY FOOTBALL UNION Ltd

Minutes of the Executive Committee held at BRIGHTON FC (RFU) on 27th July 2009 at 7.30pm.

The President welcomed Mr. Peter Bailey, Senior Vice President, to the Committee

09/13 Present - R Edmondson (RCE) (President), P. Bailey (PB) P.Silk (Secretary - PSk), R. Hopkins (Treasurer - RH), G. Howorth (GH), and Messrs P. Atthis (PA), N. Silk (NS) by invitation. P Sealey (Minutes). (PS)

09/14 Apologies – A. Croucher. P. Macaulay and G. Thompson

09/15 N.Silk declared his interest as a Director of INfx Ltd.

09/16 Minutes of Executive Meeting 26th May 2009 were circulated, approved and signed,

09/17 Matters arising –

08/149 – The C & P plan for U14 was adopted. Checks to be made to confirm the booking of Eastbourne Sports Park. GPT had circulated a memo about expenses. It had been confirmed that only players at level 5 would be eligible for the County Championship Plate.

09/18 Minutes of AGM and General Meetings on 16th June were considered. No matters arising from AGM, 09/07 – Steve Christian would manage 19-24 age Group, Tudor Ellis the U20's. Andy Turner would be Senior Coach to County Championship XV.

09/19 President's Report – the President had circulated his report before the Meeting. The Targets for next season were put forward and discussed.

The Targets for Season 2009-10 (1st Year of People and Places) are:

1. All Sussex Clubs with Youth Sections should have been awarded Seal of Approval by June 15th 2010. Seal of approval provides the most effective and comprehensive way of monitoring the standard of provision at club level.
2. Sussex Executive will visit and support Sussex 'at risk' Clubs and assist them to develop to a state when they are self-sustaining.
3. **All Sussex Clubs should be incorporated to protect the individual Club members and Club committee members from personal liabilities**
4. Four Community Rugby Coaches to be employed full-time for a minimum of 2 years. CRC's are the major catalyst to recruitment, retention and longer term participation.
5. All Club Teams should have a qualified Coach and a qualified Referee by the end of the season.
6. Support the RFU when RugbyFirst is relaunched in September, by keeping Club data current.

09/20 Secretary's Report

A meeting of appropriate Officers, was to be arranged with Brighton FC (RFU) to discuss a letter from their Chairman. Letter to be sent to Worthing College, congratulating them on being awarded Beacon status of the RFU College Award Scheme.

PSk was concerned that incorporated Clubs should read the RFU guidance notes to ensure that their Websites complied with Legal requirements. The RFU Budgets for the coming Season would be released soon. Agreed to circulate a proposal to Clubs re the appointment of an Executive Chairman, which would include job descriptions for both President and Chairman. In conjunction with Messrs. Howorth and Croucher he would draft job descriptions for People and Places and Playing Chairmen.

09/21 Treasurer's Report

Revised Draft Accounts and Preliminary Budgets were circulated. It was probable that a surplus of £1300 would be realised, against a Budgeted loss of £15,000. Final figure to be available in August.

The County Shop had made a small profit; efforts were being made to reduce stock levels. The contract with Samurai expired at the start of the 10-11 season, and N. Silk, would, in conjunction with the Treasurer and Shop Managers, write a new Tender document, which would incorporate greater benefits to the CB, now that volumes etc. were established. It was acknowledged that the first priority was to provide good quality competitively priced equipment to our Teams and Coaches, at no loss to the CB, but if possible it should be profitable, in line with the capital invested.

09/22 Sussex Sports Partnership – Agreed to renew membership at a cost of £25.00

09/23 Website – N.S. reported on the analysis of the last 4 weeks traffic on the new site, which had had 2725 visits, with an above average number of pages viewed. It was expected that this was the least busy time, and that traffic would steadily increase as the Season progressed. President congratulated Nick on the initial set-up and thanked P. Sealey for transferring and re-writing most of the material. There were over 50 pages, and they now included the Sussex Fixture Bureau. The Shop would go on-line before the new Season, and the RDO/County Office would develop their pages after the Ardingly Camp was concluded. Agreed to make pages available for all Age-Group County Squads. Minutes of RDP meetings and any other committees were also placed on-line

09/24 Sponsorship NS produced a schedule and reported that Virgin Atlantic had become the CB's Headline sponsor, and that Shepherd Neame had become Competitions sponsor. Other avenues were being actively pursued. The equipment sponsorship should be able to provide more when it was renewed/replaced next year. He asked that Officers make efforts to mention Sponsors in Press Reports, and invite them to special occasions.

The Shepherd Neame Competitions would be known as:

Knockouts – The Sussex Trophy/Shield/Plate 'Spitfire' Knockout
The Sussex Bowl/Vase/Salver 'Spitfire' Knockout

Leagues - Sussex 'Spitfire' Division One
Sussex 'Canterbury Jack' Intermediate League
Sussex 'Oranjeboom' League Two West
Sussex League 'Asahi' League Two East
Sussex 'Late Red' League Three West
Sussex League 'Bishops Finger' Three East

09/25 CB Action Plan –

RDO to be asked to circulate the revised version of the CB Action plan.

The Committee approved the targets for all eligible clubs to have achieved a Seal of Approval by the end of this Season, with sanctions for non-compliance. Clubs include Burgess Hill, Haywards Heath, Midhurst, Pulborough, Rye, Seaford, Uckfield and Cinque Ports, some were now close to achieving, but others had made little progress, despite the RDO's efforts.

A 'Roadshow' meeting would be held to encourage the remaining Clubs that can meet the HRMC criteria to apply for CASC status.

There were 17 unincorporated Clubs, of which Burgess Hill, Crawley, Hastings/Bexhill, St. Francis and Uckfield were potentially vulnerable. The RFU and CB provide support for clubs considering incorporation. Again some Clubs were in process, but others seemed to be ignoring the dangers of exposure to litigation. It was acknowledged that changes in legislation had made things more difficult, but help was available. GH would pursue this at RDP and

General Clubs meetings. It was recognised that Sussex were ahead of most CB's, but this did not mean that a Club could not be seriously affected. Club Aid visits would be resumed in September – Ditchling and Rye in September, and Brighton, Barns Green and Burgess Hill in October.

09/26 – Girls Rugby – James Gorton had resigned.

There was increasing frustration at the lack of response and leadership. A meeting was scheduled for 12th August, to include RFUW representatives. Failing a satisfactory outcome, future funding for Girls Rugby would be reviewed.

09/27 – CRC and RDO Job specifications.

CRS's had been updated, and the RDO's were awaited. CRC's would give priority to 16-24 in future in line with RFU policy.

09/28 – Coaches and Referees Targets –

PA to liaise with GH/AJC with revised statistics, and their Committees' plans for 2009/10. The Target was approved as every Team having a Qualified Coach, and a Qualified Referee. The question whether Teachers qualifying as Community Rugby Referees, would get a Shirt - if they were not active in Clubs, was left on the table.

09/29 RFU Roadshow Scheduled for 26/28th March 2010 – venue to be advised.

09/30 – Handbook – Production was nearly complete, Fixtures revision had caused problems, and about 8 Clubs had not replied giving new contacts. No material had yet been received from the Referees.

09/31 – Any other Business –

GH said the RDTT Teams would be visiting on 2nd and 16th September. Venue tba.

Meeting closed at 9.55pm.