

# AYLESBURY RUGBY FOOTBALL CLUB LTD

Minutes of Club Executive Committee Meeting held at the Club on 18<sup>th</sup> May 2020.

**PRESENT:** Paul Milham (Chair), L. Isom, R. Lawrance, Paul Andrews, D Spence, G. Evans, Claire Umpleby-Turner, Adam Moore

**APOLOGIES:** D. Payne

**ABSENT:**

This meeting was held via video conference in light of the ongoing COVID-19 situation. Most open items were only discussed briefly, although reports were tabled as usual and can be reviewed below.

The Club's actions to preserve reserves during the lockdown are working and we remain confident that our reserves and ongoing actions will keep ARFC afloat until at least September – which we hope will be the start of the 2020/21 season.

Tim Armstrong joined the meeting briefly and we performed the April 100 Club draw. Results below.

**MINUTES OF PREVIOUS MEETING:** Minutes of previous meeting accepted.

1.	<b>EXPENDITURE APPROVAL.</b> Agreed to continue the project to replace the doors. This expenditure was agreed prior to the lockdown and we have budgeted for the cost. A deposit has already been paid. Security of the club is paramount right now – with the club unoccupied for much of the time.	
2.	<b>100 CLUB ACCOUNTS.</b> April Accounts approved. April results: First Prize £100.00 Tom Hodge; Second Prize £75.00 Shirley Roberts; Third Prize £50.00 John Fraser	

**NEW MATTERS FROM THE CHAIRMAN:**

1.		
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**HON SECRETARY:**

1.	Various correspondence was reviewed.	
2.	Club Diary was reviewed	

**HON TREASURER & FINANCE:** See attached balances

1.		
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**RUGBY:**

1.	Good progress on recruiting a new Club Coach. Details to membership shortly.	
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**GROUNDS & PREMISES:**

1.	Thanks to "Greasy" Isom for continuing to look after the grounds throughout the lockdown period.	
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**YOUTH:**

1.	No report.	
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**CLUBHOUSE:**

1.	Monthly Bar takings: None – due to closure Monthly Kitchen Takings: None – due to closure	
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**COMMUNICATIONS:**

1.	Key communication stats:	
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May 2020

Website		
Metric	This month	Previous month
Users	432	970
Sessions	632	1,400
Page views	1,900	3,600
Pages/sessions	3.06	2.65
Bounce rate	57%	58%
Mobile/desktop/tablet	45%/50%/5%	61%/32%/7%
Average session duration	02:24	00:59
Facebook		
Aylesbury RFC: 2,675 page likes – up 1 from April report.		
Aylesbury Women & Girls Rugby: 376 page likes – up 9 from April report.		
Twitter		
@AylesburyRFC = 2,524 followers – up 3 from the April report.		
@ARFCWomenGirls = 70 followers – same as April report.		
@ARFC1stXV = 405 followers – down 2 from April report.		
@ARFC2ndXV = 268 followers – down 1 from April report.		
@ARFC3rdXV = 189 followers – down 1 from April report.		
@ARFCColts = 109 followers – up 1 from April report.		
Instagram		
@AylesburyRFC: 1,624 followers – up 20 from April report.		
@ARFCWomenandGirls: 829 followers – up 22 from April report.		
2.		

#### MEMBERSHIP:

1.	Categories discussed and agreed. Discussion about approving new membership outside of AGM – given that the AGM will be delayed this year.	
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#### A.O.B.

1.	<p>Look at lights for training ground – more lights? Brighter. A lot more training going on during the week.</p> <p>23/04/19 – AGP servicing company – will look at our lights when they look at the AGP lights.</p> <p>13/05/19 – C/O</p> <p>24/06/19 – Light company will be visiting.</p> <p>17/07/19 – C/O</p> <p>28/08/19 – Will chase.</p> <p>16/09/19 – C/O</p> <p>21/10/19 – Meeting on Thursday</p> <p>18/11/19 – C/O</p> <p>16/12/19 – awaiting quote</p> <p>20/01/20 – Awaiting quote, PM to chase</p> <p>17/02/20 – C/O</p> <p>23/03/20 – C/O</p> <p>27/04/20 – C/O</p> <p>18/05/20 – C/O</p>	PM
2.	<p>Agreed to Plant-a-tree scheme. Details TBC.</p> <p>23/04/19 – Grant applied for.</p> <p>13/05/19 – Ongoing.</p> <p>24/06/19 – Laura has a meeting this week with Wendover Wood to get ideas and prices for acknowledging sponsors. Suggested price £50 per tree, allows for different tree prices and tag with name on etc. Planting would be in November. Planting Plan, to be agreed; Suggested Flowering cherries on bank by the new car park? Plant trees within hedge at back of new area. Once fire removed, line of trees in that corner.</p> <p>17/07/19 – Will get note out to membership. And promote.</p> <p>28/08/19 – Good progress.</p> <p>16/09/19 – Sponsor's tree with Rugby ball leaves being delivered this week. Real trees to be ordered.</p> <p>21/10/19 – Uptake is steady.</p> <p>18/11/19 – All sold. Planting scheduled for 7 December. Closed.</p> <p>16/12/19 – Laura to provide a map to each tree sponsor showing where their tree is planted, contact Mediaport to produce something we can display</p> <p>20/01/20 – Laura to complete this month</p> <p>17/02/20 – Map to be distributed.</p> <p>23/03/20 – C/O</p> <p>27/04/20 – C/O</p> <p>18/05/20 – C/O</p>	LI

3.	<p>Concern about trees near stand. Tree surgeon to be engaged to advise.</p> <p>17/07/19 – WIP  28/08/19 – WIP  16/09/19 – C/O  21/10/19 – C/O  18/11/19 – C/O  16/12/19 – met with tree surgeon, recommend we meet with an arboretorial consultant to provide a mapped report for each tree and detail priorities  20/01/20 – C/O  17/02/20 – Gerald to follow up  23/03/20 – Trees survey - was due to meet Alex Peacock on Monday but he has postponed indefinitely as his son has virus symptoms and is self isolating. New appointment TBC.  27/04/20 – On hold for obvious reasons. I have contacted surveyor and he is not making appointments at this time but waiting for the Government to issue new guidance which may cover his sector. I will keep the matter on the radar and revisit in say 4 weeks' time.  18/05/20 – C/O</p>	<p><b>PM</b></p> <p><b>GE</b></p>
4.	<p>Volunteer of the Month – Kazeem Olayinka for March/April. And Volunteer of the Lockdown. Thanks to Kaz for his online Fitness workouts!</p>	<b>ALL</b>
5.	<p>Revisit VP membership – re playing VPs and the “five game” rule. Looking at new structure for adult memberships only, possibly paying over 12 months to aid people paying on time and also with the gym too. Meet with DOR and Daniel OD to discuss options.  Adam Moore to provide a list of people still paying via Pitchero so we can contact them and close down this route of payment. Look at monthly and annual renewing DD and if possible.  New plan will need to be signed off prior to AGM in May  20/1/20 All membership categories to find better solution for registering and tracking senior players. Separate meeting to be arranged with PM, DP, RL, LI, PA initially to discuss.  17/02/20 – proposal being considered.  23/03/20 – C/O  27/04/20 – C/O  18/05/20 – C/O</p>	<p><b>LI</b></p> <p><b>AM</b></p>
6.	<p>200 club – revamp in hand - super draw plus a raffle, ether at a match day lunch or in Clubhouse on a Sunday when busy. Volunteers ready to help just need to run some details past TA first  17/02/20 – WIP – Gerald following up with Mediaport etc  23/03/20 – 100 club - flyers produced and drive was to begin at Presidents lunch and continue through festivals. All group approaches now impossible but I could do some communication and marketing work if I could get the 100 club data from Tim I.e list of all members split into current and lapsed. Still not received. I appreciate it might be difficult to recruit in these tough financial times for some.  27/04/20 – Event publicity and drive on hold until club returns to operation. GMS message has generated quite a bit of interest and I have recruited 10 new members so far. I am single point of contact for new members and will pass all relevant information to TA to add to his Official database. Tim is still the 100 Club Administrator..  18/05/20 – More members signed up. Gerald is doing a great job</p>	<p><b>PM / TA</b></p> <p><b>GE</b></p>
7.	<p>Volunteer recruitment and vacant positions – it was discussed some roles not being fulfilled and some additional roles need filling (admin assistant, school liaison and fundraiser for example). LI to draw up a list of positions and volunteers and vacant roles as a starting point to be discussed in next exec meeting. New recruitment methods will also be looked at, including potentially recruiting externally if needs be.  17/02/20 – WIP  23/03/20 – C/O  27/04/20 – C/O  18/05/20 – C/O</p>	<p><b>LI / ALL</b></p>
8.	<p>Physio contracts to be reviewed and look at IR35 implications with changes in law. All student physios must be managed by existing physio team and approved / DBS checked etc.  17/02/20 – Contracts to be reviewed.  23/03/20 – C/O  27/04/20 – C/O  18/05/20 – C/O</p>	<p><b>RL DS RL</b></p>
9.	<p>Gym fundraiser – DP to chase up progress. Women players keen to collaborate / assist  17/02/20 – 25th April weekend. Million metres.  23/03/20 – C/O  27/04/20 – C/O  18/05/20 – C/O</p>	<b>DP</b>
10.	<p>Check rulings around stash sponsoring / providing kit for seniors etc. DP &amp; AM to check rules and put together proposal.  17/02/20 – WIP  23/03/20 – C/O  27/04/20 – C/O  18/05/20 – C/O</p>	<p><b>DP AM</b></p>
11.	<p>Meet the Exec for Ladies' team. To be arranged</p>	<b>C-UT</b>

There being no further business the meeting closed at 9:30pm. The next meeting will be on **Monday 22<sup>nd</sup> June** at the Club (or via tele-conference).

P. Milham .....  
**CHAIRMAN 22<sup>nd</sup> June 2020**

Aylesbury RFC  
Finance Update 18 May 2020

Account balances:	
Trading Account 9165	£1,085.60
Club Account 9749	£11,377.33
Savings Account 9757	£26,398.10
Account 9803	£1,359.66
Account 3131	£2,415.10
Total:	£42,635.79