

# AYLESBURY RUGBY FOOTBALL CLUB LTD

Minutes of Club Executive Committee Meeting held at the Club on 16<sup>th</sup> November 2020.

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

**APOLOGIES:**

**ABSENT:**

This meeting was held via Zoom in light of the current C-19 position.

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

1.	<b>EXPENDITURE APPROVAL.</b>	
2.	<b>100 CLUB ACCOUNTS.</b> Pending	
3.	<b>SAFEGUARDING.</b> A regular agenda item – to highlight any issues. Safeguarding policy published. Paul Milham, Paul Andrews and Laura to share safeguarding duties – a lead person is to be identified ASAP	

**NEW MATTERS FROM THE CHAIRMAN:**

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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.	<p>Inter club Ready4Rugby: During September and October we managed to play a number of inter club Ready4Rugby fixtures across male and female, junior and senior teams. The fixtures provided us a great opportunity to mix senior and U18 players (at both male and female fixtures) and develop core skills in a competitive environment. What was evident at all fixtures was the high skill level of Aylesbury players. Of particular personal note, were the U13 girls, who played a fixture against Bletchley, where the handling, support and kicking skills of Aylesbury players were phenomenal.</p> <p>Lockdown 2.0: Following the second lockdown being announced, all community sport has been forced to cease temporarily. The communication from the RFU talked about a return to Stage A, whilst this is true in terms of what activity we can deliver (nothing), we do not expect to have to cycle through stages B-D when we return. Instead we hope to move straight back to Stage D once the lockdown is lifted.</p> <p>Competitive contact rugby: Whilst it has been announced that league rugby will not happen this season, this does not mean that meaningful, competitive, contact fixtures will not be player this season. The announcement merely acknowledges that it seems silly to use the RFU league structure and have promotion/relegation in the normal way. We are looking at 2 options, one is cluster leagues as proposed by the RFU and the other is a Bucks County organised alternative.</p> <p>Key stats</p> <table><thead><tr><th>KPI</th><th>Nov (Sep)</th></tr></thead><tbody><tr><td>Registered players</td><td>692 (684)</td></tr><tr><td>Men's avg training numbers</td><td>12 (21)*</td></tr><tr><td>Women's players</td><td>34 (34)</td></tr><tr><td>Men's league position</td><td>-</td></tr></tbody></table> <p>* There seem to be 2 reasons which have driven this significant reduction in men's avg trg numbers. 1. We are now using Spond to estimate this by the number of people that have accepted the invite to training. Many players are not responding to this at all, so we need to improve data</p>	KPI	Nov (Sep)	Registered players	692 (684)	Men's avg training numbers	12 (21)*	Women's players	34 (34)	Men's league position	-	
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Men's league position	-											

collection. 2. The announcement of no full contact rugby until January has caused some players to cease training in the short term.

## GROUNDS & PREMISES:

1.

## YOUTH:

1. Following a successful start to the season in September, we have continued to rebuild though October the Minis & Juniors section getting back up to full strength though the month with playing numbers returning back to normal, with existing and new players back playing rugby.

The new split start times on a Sunday seem to be working very well and all the age groups have adapted to the changes and a big thank you to the parents that have supported this change starting at 9.00am. One of the benefits of this change is that all team have more playing space to train on a Sunday and this could be something with carry on post Covid-19.

10.00am to 10.30am	-	U5s, U6s, U7s, U8s, U9s, U10s, & U11s
10.45am to 12.15pm	-	U12s, U13s, U14s, U15s & U16s
12.30pm to 2.00pm	-	U13s Girls, U15s Girls, U18s Girls, Colts

Also just after the start of the season we quickly moved from Stage C to Stage D on the RFU Return to Rugby Road Map, this was very welcomed by all the Coaches and Players and give them the opportunity to have matches against other clubs using the new none contact 10 aside Ready4Rugby format. Also, for U19s upwards they could have 15 minutes contact training in the session to practice tacking and rucking skills, but no scrums or mauling training for the time been. We have also carried on with the adapted Wednesday night training with all Junior teams getting in a 1 hour session which has mainly been used to practice skills and work on the new game play we are running from the seniors downwards.

Some matches have now taken place using the new Ready4Rugby format with the U15s and U16s boys having visiting teams along with the U13, U15 & u18s Girls. Its been great to see some competitive rugby return to the club on a Sunday. Also, the Colts have arranged an interclub competition that they will be running on a Sunday afternoon as they wait for some matches to be arranged.

So, as we approached the end of October overall numbers looked to be good and increasing with things were returning to the new normal with some adapted games, we had great plans for November and December.

Unfortunately, as we approached the first Sunday in November, we had the news that we would be going into a second Covid-19 Lockdown from the 5th November until the 2nd December. Following lots of consultations between the RFU and Sports England it was decided that all Age Grade Rugby would be suspended, and we would temporarily go back to Stage A on the RFU Return to Rugby Road Map, and the club would close for 4 weeks

We were in the process of arranging matches with other clubs in the area for the U13s to U16s which has now been put on hold until we get an update on when and if we can move back to Stage D on the RFU Return to Rugby Roadmap which we hope to be in December but will have to wait until its confirmed.

I know this is a major blow for all concerned and not what we would have wanted, but for now we need to follow the guidelines and say safe until we are allowed to continue. I know that several the age groups have set up Zoom session and are keeping in touch with players and parents, let's hope this is one a short break and we get back to training in December.

In other news we are planning to run some recruitment across the section by using our contacts at the schools. A flyer and information should have gone out at the start of November, but this has been put on hold with the current restriction's in place. Also, the Girls Warrior camp planned for November is also on hold until a new date can be confirmed hopefully for December.

So, in summary the two months we have had back has gone well, and the whole club has adjusted well to the new Covid-19 restrictions we have put in place to keep everyone safe. I have walked around the ground every week and the feedback from parents on what we have done to keep their children safe has been brilliant and they have nothing but praise for how the club has handled this difficult situation.

I would again like to thank every single coach, manager, volunteer for everything they have done to manage the ever-changing situation, while ensuring we meet the many regulations that keep our players safe and able to play rugby.

<p>Also, can I call out the work Dave Payne and James Buckland are putting into the Minis and Juniors section by running training sessions, meeting with the Coaches, and generally supporting the teams to improve the experience of playing rugby at ARFC.</p> <p>Finally, I would again like to thank Blair our ARFC Club General Manager. He has continued to support the M&amp;J section with all the request we have made to be able to run training on a Sunday and Wednesday in a safe and risk-free environment and is also quick to respond to our needs and give good advice.</p>
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**CLUBHOUSE:**

1.	Monthly Bar takings: September. Bar: £11,315.02; Kitchen: £4,566.35
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**COMMUNICATIONS:**

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**MEMBERSHIP:**

1.	See attached report
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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> <p>29/06/20 – C/O</p> <p>27/07/20 – C/O</p> <p>03/09/20 – C/O</p> <p>28/09/20 – C/O</p>	<b>PM</b>
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> <p>29/06/20 – Plant a tree map - professional map on hold as a cost is involved. Laura will issue emailable one in July</p> <p>27/07/20 – In progress</p> <p>03/09/20 – In Progress</p> <p>28/09/20 – In Progress</p>	<b>LI</b>
3.	Volunteer of the Month – Jilly Neal. Thanks, Jilly for taking on a women’s leadership role.	<b>ALL</b>
4.	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).	<b>LI / ALL</b>

	<p>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.</p> <p>17/02/20 – WIP  23/03/20 – C/O  27/04/20 – C/O  18/05/20 – C/O  29/06/20 – Volunteer recruitment and vacant roles - roles to be filled to be identified this month. Laura attending RFU volunteer recruitment course in August.  List of age group managers and coaches checking who is returning so we can move up age groups and identify those without DBS  27/07/20 – C/O until season starts  03/09/20 – C/O  28/09/20 – C/O</p>	
5.	<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.</p> <p>17/02/20 – Contracts to be reviewed.  23/03/20 – C/O  27/04/20 – C/O  18/05/20 – C/O  29/06/20 – C/O  27/07/20 – C/O  03/09/20 – C/O  28/09/20 – Paul to chase Tom</p>	<p><b>RL</b>  <b>DS</b>  <b>RL</b></p> <p><b>PM</b>  <b>DP</b></p>
6.	<p>Gym fundraiser – DP to chase up progress. Women players keen to collaborate / assist</p> <p>17/02/20 – 25th April weekend. Million metres.  23/03/20 – C/O  27/04/20 – C/O  18/05/20 – C/O  27/07/20 – C/O  03/09/20 – C/O  28/09/20 – C/O</p>	
7.	<p>Meet the Exec for Ladies' team. To be arranged after Covid!</p>	<b>C-UT</b>
8.	<p>Blair and Gerald have looked at the various grants that are available from Sport England. We believe the most likely fund we might be able to get help from is the Return to Rugby: Active Together fund. This would match what the club raises via Crowdfunding up to a maximum of £10,000 IF ACCEPTED. Gerald to follow up.</p>	<b>GE</b>

There being no further business the meeting closed at 8:30pm. The next meeting will be on **Monday 21<sup>st</sup> December** (hopefully) at the Club.

P. Milham .....  
**CHAIRMAN** 21<sup>st</sup> December 2020

Aylesbury RFC  
Finance Update 16 November 2020

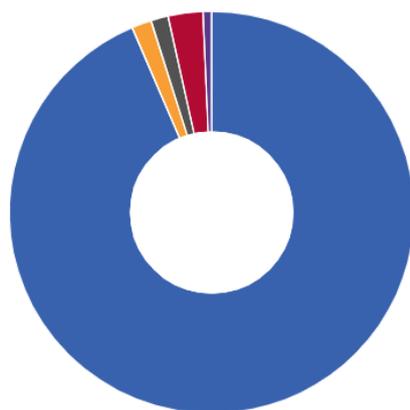
Account balances:	
Trading Account 9165	£1,037.25
Club Account 9749	£26,150.02
Savings Account 9757	£66,541.13
Account 9803	£1,513.43
Account 3131	£2,415.10
Total:	£97,656.93

## ARFC membership update 16/11/2020

### Overview

- Until lockdown 2, the 2020/21 season membership had been going exceptionally well despite the move to online payments
- The RFU is undergoing a process of cleansing the data in GMS including removing duplicate emails, which should assist members logging in next season
- Collection of outstanding membership payments has now stopped until we return, although we hope that those people who have already enjoyed 2+ months of rugby will continue to support the club by returning and promptly paying their outstanding memberships. Many of our Team Managers do need to support far more than they do currently with chasing those outstanding.
- We are hopeful that with the news the RFU are extending the 2020/21 season until the end of May all playing members will be able to enjoy the same amount of rugby as they would normally, although details are still to be finalised. To date just one person has cancelled their direct debit in the lockdown period, so it is great to see that members are planning to return once we are open again

Membership Totals



Active	Scheduled
946	16
Pending	Lapsed
14	28
Suspended	Balance
7	£13,461.55

### Membership payments to date

£62,351.20 received to date, with the projected total including direct debits already set up standing at £70,910

This is approximately £10k short of where we should be (looking at last season) but given the circumstances so far this season it is still extremely encouraging.

## **Breakdown / CASC ratio**

<b>Membership type</b>	<b>ACTIVE</b>	<b>SCHEDULED</b>	<b>PENDING</b>	<b>LAPSED</b>	<b>SUSPENDED</b>
1st playing child	365	2	6	0	3
Additional playing child	86	0	1	0	2
Full time student	5	0	0	0	0
Lifetime	23	0	0	0	0
Adult player	72	13	7	0	1
VP	48	0	0	0	0
VP Plus	93	1	0	0	0
Parent members	302	0	0	0	1
	994	16	14	0	7
Playing / active memberships	557	54%			
Non playing memberships	467	46%			
	1024				

Currently 54% show as active, which means we still meet our CASC status requirements. However, this figure is higher as we have committee members and active volunteers who actively participate enough to qualify as part of the CASC scheme. We are undergoing a process of being able to separate and identify these in GMS and keep the required records ongoing and estimate the true figure to be 60% active and 40% inactive.