

**Minutes of the Meeting of Bridport Rugby Football Club
Held on 11th October 2021 at the Rugby Pavilion**

Present : Julian Hussey, Simon Hussey, Peter Brook, Allan Staerck, Ayo Fraser, Louis Brown, Noel Gregory, Stuart Briggs, Sam Petchey, Dan Butler, Kathy Briggs

1. Apologies : Guy Livingston, Andrew Livingston, Kevin Hart, Charlie Crane, Mitch Waters

2. Minutes of the Last Meeting:

The minutes were approved, proposed by Allan and seconded by Dan. All in favour.

3. Matters Arising:

Stuart has organised the coaches for the season, now changed to 35 seaters and cost reduced from £350 to £300.

Allan has spoken to Will concerning the need for the kitchen to remain locked.

Sam has checked the kitchen surfaces and all is fine. They are not rusting.

Possible meetings with sixth forms at Beaminster and Colfox on back burner for present.

4. Chairman's Report:

A meeting has been held with Will Thrower and Malcolm Heaver to discuss clubhouse proposal. We will assume responsibility for the whole facility including the changing rooms. Lizzie has sent us a document detailing how we go forward in creating a new constitution and limited company. Suggested that Julian and Ayo have a zoom meeting with the RFU to discuss. It was felt that the LC are pushing too quickly and would like us to take over asap but we need to ensure everything set up correctly which will take time.

Charlotte is still interested in running the bar, in a supervisory role for the time being. Need to create a pool of volunteers to help, possibly VPs on Saturdays, players on Sundays. Hopefully there will be cover for the 4 home games before Christmas. Possibility of advertising on Bridport Banter, Nub News?

JH / AF

5. Treasurers Report:

Current balance is £65,925.96 including some VPs donations. Junior membership payments coming through. Jo to be asked to reconcile.

24 senior players already paid and hoping for more. 22 hoodies have been ordered but if more players pay then could do a further order.

Selling old kit off on a Sunday.

Ayo looking into Sum up card machine with a Sim card so does not need to be linked to a phone. Fee per transaction 1.7%.

JT

AF

6. Secretary's Report:

Quote from Howdens for Players insurance to cover 1st team and Colts is £1736. Excluding Colts would drop to £830. Noel will speak to the individual colts to check whether they are doing apprenticeships. If not, they do not need to be included.

Various emails received and circulated.

Mini and Juniors rugby competitions April/May 2022 – clash with Lege-Cap Ferret tour.

Sun & Moon Holidays want to hire pitch for summer holidays next year – No

D&W Zoom meeting re player retention Mon 18th October – Sam to attend

NG

7. VP's Report:

46 VPs paid so far which is encouraging. £2925 received to date plus some payments by BACS. Ayo to provide Peter with list. Suggested we need to hold a VPs and Sponsors buffet lunch – soup and cheese – asap.

8. Fixtures:

The LC have asked for use of the Pavilion on Sat 4th December 8.30-4.00 for the Dorset Health Trust. Allan will confirm this is OK.

9. Coaching / Team Management / Captains Report:

Numbers at training have gone down due to injuries etc. This has impacted on performance and fitness levels. Saturday's match against Swanage & Wareham was very disappointing. Ayo has arranged a players meeting on Wednesday before training. Julian and Stuart will talk about what the club does for the players and the plans for the future. Still waiting for delivery of the new kit from Akuma.

10. Juniors and Colts Report:

David Griffiths, the D&W Safeguarding Compliance Officer, responsible for Joint Age Grade Playing, is stepping back from his duties. Following the RFU edict of Aug 24 we contacted the Gen Sec Gerald Burden, who advised us to obtain permission for the U17s to play with the U16s from Julie Boddington. We have in writing permission for the U17s to combine with the U16s to play in competitive games.

A number of smaller clubs are struggling to get teams at all levels whilst some larger clubs like Bournemouth and Wimborne have very large U16 teams. Noel feels there should be a cap on the number of players in a group and will draft a letter to the Youth Development officer making him aware of the situation as it is detrimental to grass roots clubs.

This Sunday we are hosting 220 from Weymouth to help them out as they have pitch problems. Check if the Bees ground can be used for overflow parking if required.

NG

11. Social Report:

The raffle is doing well, made £340 total so far.

Coach now organised for the Bournemouth match, to be a 'party' bus.

There will be a social after the home Salisbury game to help team bonding.

12. Grounds Maintenance:

Pitches in need of rain.

Julian has spoken to Ricky re the lights. Hope to organise it for Saturday. Louis will organise a cherry picker with 11m reach.

LB

13. Business Development Report:

Mystic Signs need to update the clubhouse boards – 1st team, Treasurers, In Memoriam and Sponsors. Stuart will send Caroline the current list of sponsors and Allan will take the board down on Friday.

Hangers and Peter George are interested in taking hoardings. Players to be asked for any other suggestions. Julian will email Emily at Palmers.

JH

14. Club Development:

- a) Safeguarding – Noel is acting Safeguarding Officer, with Simon Peck as back up.
- b) School Liaison – ongoing with Beaminster and Colfox LB/AF.
- c) Publicity – good coverage from the Bridport News. Photo problems solved.
- d) Volunteers – needed for the bar.
- e) Development Plan – update re clubhouse proposal.

15. Any Other Business:

- a) Congratulations to Tom for all the updates on the website. Looking great.

b) Louis has got the reinforced matting from Jesse and there will be no problems with studs getting caught. He is also hoping to lay the electricity cable to the container by the end of the month. Also lay the astroturf if the weather is OK.

LB

c) Allan has organised the First Aid course with St Johns for Sat 16th October 10am. Also booked the Committee meetings through until April 2022.

d) Peter has heard from Rory re the Weldmar photoshoot. It will be arranged for Sat 16th October at approx 12.00 after the First Aid course.

e) Agreed we should go ahead with the lockable cupboard in the kitchen. Quote £658.

f) Stuart advised that he, Julian and Noel had spoken to Giles Greening re Saturday catering. Suggested he pre-prepares meals on a Thursday and leaves to cool, then someone needs to put them in the fridge on Friday morning. Aluminium trays to be purchased from AJ Supplies. We would purchase ingredients with meat from either Balsons or Framptons. Stuart will email Giles re trial on Sat 30th October. Guy has also offered help for home matches before Xmas.

SB

Following the meeting Noel has sent the comments below:

The current cost of a meal for Juniors using Morrisons large packs of Lasagne or Cottage Pies is £1-50. The food is wholesome and safe, in that we know the factories that produce the Meals, and the standards to which they work. With Garlic Bread or Peas we can keep the cost to below £2 per meal. In the event of very large numbers, or problems at Morrisons with distribution and raw materials, our fall back is Pasties and Sausage Rolls from 'The Cornish Bakery'. In both instances, the profit from the sale of Bacon burgers, cans and bottles of soft and hard drinks, and chips covers the food cost. Volunteers help the profit. Good sales also cover the salary of our Kitchen Superintendent. We make a loss if we open the bar (cost of staff if we can get them, %age of takings absorbed by the LC).

The recruitment of the Chef brings both merits and cautions. No-one doubts his ability to produce good meals, but the ancillary duties of temperature recording, cleaning and sterilising of tables and equipment post manufacture, and the entering of records in the Data book will still have to be maintained. The control of perishable incoming Raw Materials will also have to be logged. On the day of the match, the Club volunteers will have to record the cooking temperatures attained, and carry out post process cleaning and sterilisation of the kitchen surfaces and utensils, and enter completion data in the hygiene records.

I mention a caution. In the event of pathogenic Food Poisoning, the Public Health Authorities have to be notified. The PRESS are known to pay PH personnel for any tasty titbits of news. In the instance I mentioned, the outbreak was in the National Press within 48 hours. Three years later people were still saying 'don't eat in the Clubhouse, you'll get food poisoning', and the next season Junior Registration was down more than 50%.

The recruitment of the Chef creates great opportunities for the Club, but we must always be cognisant that the responsibility for the care of our players and visitors rests with the entire Committee.

g) Agreed that Guy should purchase second-hand induction pans if available. The old cooker was sold for £60 at the auction house.

h) Peter has been asked by Ray McMaster if he can book the clubhouse for a party on 15th January. Need to speak to Charlotte re bar staff. Another booking for a VP next July was provisionally agreed.

i) Given the good crowds at the home matches, need suggestions as to how we can raise money. Collection buckets?

Meeting closed at 9.15pm, next meeting Monday 8th November 2021