

Subject:	BLUFC Management & Club Committee Meeting
When:	Monday 12 th November 2012 7:00 P.M.
Attendees:	Management Committee Meeting: Lloyd Burnell (Chair), Sarah Rupprecht (Club Secretary), Nathalie Haines (Treasurer) Ruth Boxall (Registrations Secretary), Carlie Smith (VCO) , Andrew Crooks (U13s), Justin Ogilvie (U10s), Rich Sears (First Team), Mark Harris (Reserve Team),
Apologies	Rich Cowley (Vice Chair and U16s), Peter Root (Seniors' Secretary), Ewan Cameron (U14s), Pete Hawkes (U13s), Jess Gulati (U12s), Nick Jones (U11s), Andy White (U11s), Andrew Peachy (U10s) Thandi McNair (Seniors) Sarah White (Seniors and webmaster), Rob Johns (Reserves), Julie Waters (CWO)

	Members of the Management Committee met at 7pm following the same agenda to agree proposals for the Club Committee meeting at 7:30p.m. This document combines minutes of both meetings documenting the proposals and discussion for each agenda item.
1	<p>CHAIR'S REPORT</p> <p>Lloyd welcomed all attendees. Apologies were received and noted. Minutes of the Club Committee meeting held on 4 September 2012 were approved.</p> <p>Updates from last meeting were as follows:</p> <p>Youth Development Review – LB to check requirements, liaise with Rockleaze and confirm implications and the timetable of changes for each year group.</p> <p>Coombe Dingle Facility Hire Costs – There has been no notification of increased costs, therefore assumption is that the agreed price is held again for this season.</p> <p>Seniors Training – Now at BAWA at a cost of £35 for 2 hours, once a week. This represents a cost saving which means there is no longer a funding gap for the weekly second hour of training.</p> <p>Sport England Funding – RS will use this grant to support internal and external club development opportunities.</p>
2	<p>JUNIOR CLUB SECRETARY'S REPORT</p> <p><u>Child Welfare Officer</u></p> <p>SR updated progress on CWO appointment. Julie Waters will be the club's nominated CWO officer. Whilst her CRB and mandatory training is arranged, Hugh Feltham at GFA acts as named CWO. With immediate effect any CWO matters and CRB applications should be referred to Julie Waters, who will liaise with Hugh Feltham as necessary.</p> <p><u>Charter Standard Annual Health Check</u></p> <p>SR reported that the Annual Health check document has been received and must be returned by 26 November 2012 to GFA, in order that they can support clubs to meet requirements for CS status by 31st March 2013.</p> <p>Action: SR to liaise with CS to complete Qualifications Record and circulate in-service training schedule</p>
3	<p>TREASURER'S REPORT</p> <p>2012/13 Budgets</p> <p>NH presented updated P&L budgets for BLUFC Juniors and Seniors.</p> <p><u>Juniors' Budget</u></p> <p>Forecasts £1368 surplus. LB reported that the U8/9s numbers were currently low</p>

	<p>and under budget. Advertising in local schools should drive up numbers during the season in this age group.</p> <p><u>Seniors' Budget</u> Forecasts £227 deficit. Registrations and income are now coming in. MH reported that it was proving challenging to collect weekly membership fees, as some players are unable to pay. There was discussion around the hardship policy and it was agreed to monitor this closely with a view to considering the application of the hardship policy to weekly as well as annual fees.</p> <p><u>Control Sheets</u> NH reported that these are now in use and working well.</p>
4	<p>REGISTRATIONS SECRETARY'S REPORT RB reported that there are currently 156 registered. Approx 10 additional registrations have been made since the registration evening in July. Senior registrations are still coming in.</p> <p>The only age group without a squad currently is U14s. RB proposed that Matt Gillis be invited to BLUFC meetings as an observer with a view to working together to build up a squad within BLUFC for that age group for next season. This was agreed</p> <p>Action: RB to liaise with Matt Gillis</p>
5	<p>VOLUNTEER CO-ORDINATOR'S REPORT Noted the need to recruit a new Fundraising Coordinator, Referee Coordinator, Kit Manager and Web Co-ordinator.</p> <p>It was reported that the sale of club jackets and hoodies coordinated by Susan Kelly raised £123 profit for the club. SK has offered to organise a second batch, as there are now more people who have expressed an interest. There was conversation about the very large sizes of jackets and it was recommended that coaches should tell parents to return any unsuitable jackets, as the initials can be removed and they can be held as stock for the next batch of orders.</p> <p>There was a long discussion about the website. The Seniors team pages use Pitchero, which is a very intuitive interface that auto-feeds Twitter, Facebook etc. This would remove the need for a webmaster as Coaches could easily manage their own team pages. RS has a detailed knowledge of Pitchero and would be happy to oversee the migration of all the team pages and could support coaches in its use. It was proposed that this be considered.</p> <p>Actions: Web: 1. SR to ask all coaches to look at the Senior Section of the website and feedback 2. If feedback is favourable, RS will further investigate migration plan/timescales Other: 3. CS to try to recruit for vacant positions. Team coaches to encourage parents. 4. SK to coordinate second order of jackets/hoodies</p>
7	<p>SENIORS' REPORT RS provided a full report describing the season so far, as generally successful with 8 wins back-to-back. He also explained how the squad was developing in terms of recruitment and the training regime, which is now strongly focussed around fitness.</p>

	<p>RS went on to talk about ideas for creating a pathway between the Junior and Senior sections of the club by investing in the training of senior players to train further down the club, as well as encouraging promotion from the Reserves to the First team. Ambition is to have a female senior coach. The report from RS encouraged lots of discussion around club development opportunities.</p> <p>Action: It was agreed that RS, LB & RC would produce a Club Development plan for the next management meeting in January.</p>
8	<p>RESERVE TEAM REPORT</p> <p>MH reported that the Reserves were doing well. It is a young team, who are enjoying the benefits of training alongside the Seniors and rising to the challenge.</p>
9	<p>BRISTOL GIRLS LEAGUE REPORT</p> <p>In his absence, RC reported that there were no BGL matters for discussion.</p>
10	<p>JUNIORS' REPORT</p> <p>U10s</p> <p>JO advised that there are 24 players. Both squads doing well – mid table in the league. Many players are U9s. Some will go up to U11s next year. Girls thoroughly enjoying their football – Children in Need fund raising taking place next training session – girls will train in their pyjamas!</p> <p>All going well in other age groups - no issues to report.</p>
11	<p>ANY OTHER BUSINESS</p> <p>Respect Barriers</p> <p>This is a GFA requirement. SR to compile list of which coaches have them and where they are stored with a view to arranging storage at CD.</p> <p>Kit</p> <p>It is a league requirement that all shirts have a number on the back. SR to ask all coaches to collect in any shirts that are without a number and arrange with Globe Sports for numbers to be added. Coaches should prepare a schedule for their squad with Player, Shirt Number and Shirt size.</p> <p>Action: SR to communicate the above</p> <p>NEXT MEETING MONDAY 7TH JANUARY 2013 MANAGEMENT COMMITTEE 7:00 P.M CLUB COMMITTEE 7:30 P.M.</p>