



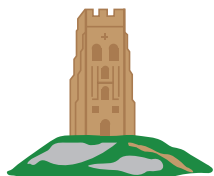
Tor RFC Committee Meeting - Minutes

Date: Monday 16th October 2017

Members in attendance:

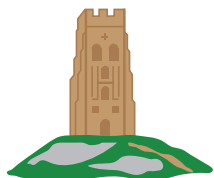
Dumiso Ncube	DN	Andrew Pearce	AP
Richard Hopkins	RH	David Partlow	DP
Richard Weymouth	RW	Trish Partlow	TP
James Austwick	JA	Mark Edwards	ME
Mike Rogers	MR	Tom Ansell	TA
Josh Flagg	JF		

No	Agenda Item	Action
1.0	Welcome, Introduction & Apologies	
1.1	DN welcomed all to the meeting and thanked all for attendance Apologies – Phil Byrne, Matt Coley, John Dixon	
2.0	Review of Minutes/Actions	
2.1	Basis Magazine – Could we advertise in there as well as Local Reach Add Code for December Issue to get Free Drink Add box to booking form to ask where people heard about club Andrew continue to monitor pump Electrics in changing room 2 Membership Report now Urgent Letters for Sponsorship	MR DN DN/Harriet AP MR/JA PB MC
3.0	Updates from Sub Committees	
3.1	Business Committee did not meet – DN wants update from Fiona on Debtors – thinks its growing	DN
3.2	Playing Now Meeting 3 – no formal playing report – DN disappointed – must be a report next month In the event of a red card – captains need to contact Mark Edwards within 24 Hours	Playing Committee Team Captains
3.3	M&J's – 139 Registered & paid U13's now got 18/19 Struggling with U11's – 6 girls come over from Cheddar (Torch) U13's training this Thursday – Film Crew will also be here. Need to know car reg numbers & timings for parents for security – Send to DN & Harriet Same for Seniors that night (Seniors now gone to one night training)	DP/AP DN
3.4	House & Grounds Committee did not meet. Picked up some of the actions from last time. Keen to push the electrical	



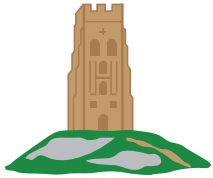
TOR RUGBY CLUB

	work forward Booking missed due to concern over upsetting members/players on a Saturday – Disappointing – Need to take every opportunity to make money – Keith/Harriet need to check & confirm all bookings for Saturday evenings with Richard Weymouth	RW
3.5	Sponsorship Chase Chris Goodland for Sponsor Money to cover Kit James circulated list of those who have sponsored Need to chase MC to get letters out to sponsors from last year	JA MC
3.6	Website Need to get Match Reports from Chris Goodland to get on Website Check Sponsors on Web site are Correct	DN JA
4.0	Membership	
4.1	No Update – Phil unable to attend due to operation. Imperials pay £250 per year or £25 month, includes some kit & match fees – as a club you know what you are getting up front. No Kit or play if not paid Current fees work out at £190 per year with no Kit	For Future Discussion
5.0	M&J's 5 Year Plan	
5.1	M&J's presented 5-year plan. Demonstrated how the membership will grow just by adding an additional age group each year. What the income will be, expenses & contribution to the club & how this will deliver circa £30K by the end of 5 years towards either improving the club or perhaps a minibus. DN suggested reducing the contribution to the club to support retention events such as Exeter Chiefs, matches & tournaments	
5.2	By 2023 we will have an U5's up to U18's & current facilities are not large enough – will need an additional pitch.	
5.3	By 19/20 we need the extra pitch/facilities to be able to sustain the growth – work needs to start in after 18/19 season to be done in time	
5.4	Need safe change facilities for Kids & Females (Girls & Women) Changing facilities will also give us opportunity to let the club to other sporting teams.	
5.5	AP wants a mission statement or club aim	AP
5.6	TA asked if we would have enough coaches to support growth – AP & DP agreed this will also need investment to train & develop new coaches.	
5.7	Retention of 17/18's will need to be a key consideration the plan	
5.8	TA Suggestion over possible links with Millfield & Strode Sports courses – might also give access to their facilities.	
5.9	Ambition & Enthusiasm recognized & Support offered by key club members	
6.0	RFU Accreditation	
6.1	Andy Shorney (Somerset RFU) needs to come & present last years accreditation – need to get a date New Accreditation coming up – check up No one foresees a problem – 5 year plan will help show the direction	



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	AP wants to make all the coaching credentials are in a good place Seniors are all up to date. GMS needs to be updated – outstanding action –all players need to be registered	JD
7.0	Discussion – Capital Schemes	
7.1	Linked in to M&J's plan we need to think about changing facilities. We need rooms with Showers – Safeguarding Disabled Facilities	
7.2	Discussed the different options to solve – prefab drop & go, remove the walls downstairs & reconfigure, extend – all need investigating further & quotes to complete	
7.3	Various Funding discussed – all need further investigation & volunteers to take forward. Aviva, CRS/Wollens sponsorship, Crowd-funding (Be ambitious)	
7.4	Need to set up a new committee – Development & Fundraising (different to sponsorship but sponsors could also get involved) – volunteers required – DN interested. Put word out for volunteers. By end of year – Group needs to have a plan: Club Strategic Aim (Rugby for All – Watch, Play Serious, Play for Fun (Male & Female) Business Plan (realistic) Fundraising Target – by Us & if possible businesses who would be prepared to Matchfund Clear vision of how the money will be sent, along with quotes to support (<i>Gareth Seery may have documents from when this was looked at before</i>) Consider nearby land – find out who owns – would they sell/rent? Consider the WORLD CUP opportunity Cultivate key relationships – Somerset RFU, Refs Society, Somerset U18's	DN/AP
8.0	AOB	
8.1	International Tickets – Jon Jenssen contacted in July – Mark Edwards to check & confirm if he got tickets	
8.2	Aviva Community Funding – share posts, posters & gain as many voters as possible	ALL
8.3	Confirm what is happening Sunday 22 nd & 29 th October – so we can get volunteers if required	DN
	RW raised concern that no cleaners at the weekend – DN agreed – make it happen. Need to make sure toilets are clean for Sat evenings & Sun Mornings	RW
	Mike & James discuss fixing lights & will sort changing room 3 – confirm Date – access will be supplied (RW)	MR & JA
	For Info - Coors £500 sponsor to add to James document	
	AP having 1000 leaflets for Vets – please share widely	All
	Shop – longer term	TP future agenda
	DN wants a kit manager for senior team – need volunteer Josh to ask John Flagg	JF



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Carnival – shortened event – Friday evening similar to LY. Temp Events Licence, smaller event – Gangs & Features will run (provide DJ) – Outlay will be around £2K compared to around £16K in previous years – max 499 (Inc Staff) people. We need to provide rigging, dancefloor, toilets. Use Pilton Van & keep outside – Ronnies Tent to have near food outlet – Sat 18 th . Need Licence number – John Gray? Sturge (03003 038588 Mendip within next week or so)	ME DN
Plaques for Scoreboard for 29 th October	JA
Get as many people at club on 29 th Oct to showcase the club – encourage members to be ambassadors & support events	ALL
Bar Staff Required all day 22 nd & 29 th October	RW
Re-look at cleaners shifts – do they meet the club requirements?	RW

Date of Next Meeting: Monday 13th November 19.45 (Josh Flagg apologies in advance!)

Signed: Dumiso Ncube

(Chair)

Dated: 17th October 2017

A final copy of the minutes is available at www.torrfc.co.uk.

Committees

- Players Committee – Captains
- House & Grounds – Rich Weymouth, Rich G, Rich H, Dumiso, Harriet, Fiona, Keith
- Business – Rich G, Rich H, Dumiso, Fiona
- Sponsorship/Marketing – Matt C, James A, Rich W, Dumiso
- M&J's – Andrew & Dave
- Task & Finish (Pilton – Dan Ferriday, Carnival – Rich H & DN, Festivals 2018 – Dan F & Rich H, Race Night - TP, Quiz- JA, Halloween – Jack Malone (Already have decorations in office), Six Nations - Matt Coley, Women's World Cup?- TBC, Premiership Games – Rich W, Tournament Vets 10's – Andrew Pearce, BT Sports – Rich W