



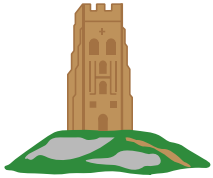
Tor RFC Committee Meeting - Minutes

Date: Thursday 2nd August 2018 ((Take 2!) Start at 8.15)

Members in attendance:

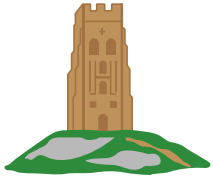
Dumiso Ncube	DN	Andrew Pearce	AP
Richard Hopkins	RH	David Partlow	DP
Richard Weymouth	RW	Trish Partlow	TP
Mark Edwards	ME	Lewis Davis	LD
Josh Flagg	JF	Richard Griffiths	RG
Simon Ferriday	SF	Keith Elver	KE
Tim Kelly	TK	Chris Goodland	CG
James Austwick	JA	Jonathan Ferriday	JF
Hamish Malone	HM	Matthew Slade	MS
Rob Sheldrake	RS	Matt Hyde	MH
Jack Malone	JM	Nick Curtis	NC
Charles Benney	CB	Dan Murphy	DM
Arron Nicholas	AN	Dan Berkley	DB
Andrew Wright	AW	Toby Payne	Toby
Ed Nixon	EN	John Mullins	JM
Mike Rogers	MR	Aaron Marshfield	AM
Dan Ferriday	DF	William Slade	WS
Will Ronn	WR	Lewis Humphry	LH

No	Agenda Item	Action
1.0	<p>Welcome, Introduction & Apologies Somerset County AGM done in 25 mins! – Challenge On</p> <p>Apologies: Rob Oakley, 1st Team Captain, Louis Harpensen, Harry Mountain, Andrew Tomsett, John Marshfield, Ian Armstrong</p>	DN
2.0	<p>Review Minutes from 2017 AGM Correction to Page 1 – All Happy to sign off 2017 AGM Minutes</p>	DN
3.0	Team Updates	
3.1	<p>Senior Playing Report On Behalf of LY Captain Jon – Ly difficult Year following success of previous year when we won the Webb Ellis Vase. Lots of injuries along with family commitments. Both Teams struggles – main difficulty was that we were not able to put out consistent 15. Matt Hyde & Nick Curtis stepped in as coaches & continue this year – great news. Both teams Relegated. 2nd team struggled to put out a team as players stepped up for first team. Thanks to everyone for support & looking forward to seeing everyone next year. ME asked about forthcoming fixtures – DN responded that captain is looking to agree games for first quarter</p>	DN
3.2	<p>M&J's Update Great year recruited lots of Kids</p>	DP



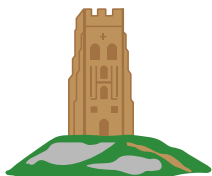
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	<p>For next year M&J's up to U14's – will start to become a problem after that for space Strong financial position Strong Core group of volunteers Plea for seniors to start helping coach particularly as we get older age groups Exeter Chiefs Summer Camp – 14th & 15th Aug MH suggested a rota system to come down to support the M&J's NC – Thanks to M&J's – future of club, lots of us come up through – massive effort lifeblood -seeing all the kids & cars on a Sunday really warming</p>	
4.0	Reports	
4.1	<p>Treasurers Report Down 5.5K but this is an improvement on last year of about 4.0K – Tax calculation for this year also needs to be checked. Not a huge increase in income but a better control of expenditure For this current year – no Glastonbury Festival – this will make a big difference to next year. To make up for Glastonbury next year, we need to run more events. This needs more people to step up & volunteer rather than relying on the core few/committee. Come up with ideas, happy to support provided its viable. Mindset Change – lets work out how we can make it happen rather than block the idea As a club we will be looking for support Queries on treasurer's report – bar revenue not up enough as costs – TK - RG responded that this is an adjustment to do with carnival that needs adjusting. Question on why match fees are down TK? – Some is because we played less games but does not account for all of the gap. Some is honesty & diligence of players to commit. We have drafted in lots of different people to play to put a side out. Toby – Players have always been told fees go towards the club – but it would be good to be given more detail to understand what you get. AW – you get a shower, a meal etc, Toby demographic playing don't get it & don't want to pay – need a graphic that shows where the money goes DN – we are very fortunate with what we get here – we own the ground, we get kit every year, kit washed, food, grass cut Toby Agrees & so does everyone here – that's why we're here but there is a group that we need to bring closer & get the buy in. DP mentioned the mini's welcome pack – Toby like the idea, could do for seniors - could send the file if a senior wanted to take on General Expenses gone up TK – RG it's where Playing & Kit are down Wages & Salaries are up a lot TK – Increased number of events, had to pay people to work bar. In previous years players used to jump behind the bar & we no longer have this level of support – comes at a cost DN RG added that salaries did not start until Sept LY whereas this year full year. Paid a lot more on rates but rates have not increased this much – RG to check but thinks we prepaid some in previous year DN encourages all to look at accounts & understand – It's everyone's job to</p>	<p>RG</p> <p>DN</p>



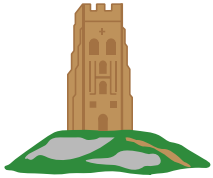
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	<p>check. Committee voted in to look after club & review a single sheet each month to monitor AM – Fundraising well down? RG couple of external events LY. JA – no volunteers to run events! DF – Can we share documents 2 weeks in advance. TP they were on the website last week but agreed that people were not told.</p>	
<p>4.2</p>	<p>Chairmans Report LY has been a challenging year both on & off the pitch. But also to talk about positives – the M&J’s has grown. M&J’s volunteers have done a great job not only on M&J’s but also participating in wider club. Thanks to Dave & Trish for getting volunteers for events. Thanks also to Trish for work on Kit & setting up online shop Congratulations to M&J’s chairman Andrew & also Dave for Mitsubishi volunteer awards Lance Clark was club patron – currently without Patron. Dave Sparks also passed away – one of our trustees- Other 2 trustees also passed away so now looking for a Patron & 3 trustees RG had given details regards trading & coming year will be difficult in accounts with no Glastonbury. Committee has talked about running more events throughout the year. Need to publish dates in advance. Wells published D&D date already – lost some of our members this year to Wells but would want to support our event next year Work happening around the club – second team posts have been taken down, we are turning pitch 90 degrees – gives us the ability to accommodate the M&J’s & create additional playing space & use as much of our land as possible. Seniors very rarely have both sides at home. – One of the issues we have with bar sales being down. Development for the M&J’s- from a safeguarding perspective we need to look at the layout of our changing facility. U13’s & U14’s play on same night as Seniors – one set of showers creates issues with safeguarding. Been working with one of M&J’s parents who is architect to relook at layout so that we can have M&J’s & Seniors as well as female players/referees. Will need to do fundraising to pay. AW – Will we get nets if we turn the pitch – not always enough supporters for second team games to get balls from ditches. DN we will look at options, could just be more balls available Looking at converting the other side of the club to a car park – increased parking for a Sunday morning. We have had problems with Forsey’s Have secured some nights at Strode college for training – thank you Toby Thanks to Rob O & Mike Christensen for advice on groundwork’s but at some time may need many hands to make light work. Could we look at a surface you can play on as well as park on? AW DN – anyone with expertise, please come on board and help. DN for me as a club, we do have a future. LY was difficult, all clubs have a trough, we’re at the trough as Toby eluded to – lets be positive & come up out of the trough – lets support the coaches, the players, volunteers. DN will support this club going forward whatever position he is in. Hopes that all of you by being here are committed to the same Somerset AGM – take home messages we failed to get down in half hour! Lead contacts need to be submitted by Sunday night or we will be fined.</p>	<p>DN</p>



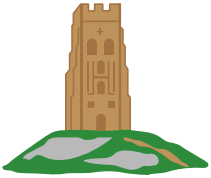
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	<p>Pitch has big cracks – we need rain or we may not be able to fulfill home matches. Some arrangement made in 76, dispensation for fixtures – pitch unplayable. Toby – Who makes the decision? Is it referees decision? DN said they were unclear at the Somerset AGM</p> <p>MR offered to bring a pump to get water from drainage pitch but doesn't know if it will help – DN suggested to talk to grounds group</p> <p>Commendable that we do get a mention in the report for recruitment & retention – Friday nights well supported & will continue for coming season</p> <p>Submitting for funding - £500 for posts, £250 for recruit & retain</p>	
5.0	2018/2019 Membership Fees	
5.1	<p>Subs held now for a number of years</p> <p>Proposal from DN Seniors £75 or £60 if paid before 30th Sept. Life membership £600</p> <p>M&J's U7's upwards £50, U5's & U6's £25</p> <p>Non playing £20</p> <p>Students – half senior price</p> <p>AW – Second</p> <p>All hands raised in favour – none against</p> <p>Question – what is the punishment if we field an unpaid member. DN fine & points loss but membership covers your RFU Insurance – so if serious injury you are covered provided you pay your membership</p> <p>DD – suggestion to increase DD's by a small amount – JA we would have to get all DD payments</p> <p>Toby – if we field a non paid up member do we have a liability – as a duty of care should we enforce the no pay no play? Or should we pay & then people have to repay at a later date.</p> <p>DN – player welfare is a concern for RFU & as a club we have a responsibility.</p> <p>Dispute from players – RFU covers the club not players if member or not</p> <p>DF – should focus on positives of what we get as a member</p> <p>JM – do we have to sign something. DN we submit you as a player. RFU will then check against GMS registration DBS</p> <p>Captains should have a copy of registered players – ME</p> <p>DN suggested issue of registration is picked up by playing sub committee</p> <p>Can we all make sure all players for next year are registered.</p>	
6.0	<p>Election of 2018/2019 Committee</p> <p>Toby – are all committee members passionate? DN suggested there was no question of commitment</p> <p>Group Vote nominated by DN</p> <p>Second by Toby Payne</p> <p>Carried</p>	All
7.0	AOB	
7.1	<p>SF – Observation that there is a divide between the players & the committee – stay within the club – remember what its all about. Support the M&J's who will eventually take you places – appeal to the players</p>	
7.2	<p>Can all documents to be discussed be issued 2 weeks prior to the meeting – DF</p>	



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	<p>TK raised general issue about communication that was raised at previous AGM in July that did not happen.</p> <p>GDPR states that all organisations need permission to use data</p> <p>AM – where is all data being kept</p> <p>DP – will all be kept on GMS but our current data is out of date. Need a big exercise to update. DP been working with some of the older members of the club to update & cleanse the data. We will then have to write to everyone</p> <p>Toby – Aren't we already in breach – came into effect at end of May – suggested removing everyone & starting again</p> <p>DP – we have to write to them & give them the option</p> <p>AM – ensure we are relevant. Toby we should get rid of people who aren't relevant.</p> <p>DN any assistance that can be given to Dave to cleanse the data would be greatly appreciated.</p> <p>All agreed it needs to be a focus so we avoid fines.</p>	
7.3	Moore Trophy voted on by committee & awarded to Trish Partlow	
7.4	Toby – As a club we put barriers in the way – people come up with ideas but always barriers put up – asked that for this year we celebrate people & ideas & we do our best to support each other & ideas. In a position where the club could for 1 of 2 ways - need to make sure we are successful & not let the club go down hill.	
7.5	<p>ME – committee members have wasted time due to technicality in constitution quorum, AGM to 15, Committee meeting to 6. AM seconded</p> <p>DN Need to ensure we are giving prior notification to give people notice & ensure attendance</p> <p>AW – need to get members to attend rather than lower numbers – communication needs to improve</p> <p>DP – Constitution says we can't change</p> <p>DN – ME is a view point – need to put forward the other view. Danger if group too small of personal views being put through</p> <p>DF – put forward we put a group together to look at the constitution to be reviewed. We then call an SGM. Toby Payne we should not have something out of date driving our future.</p> <p>DN – committee to review & propose changes</p> <p>RS made a start to update when secretary – volunteered to help</p>	
7.6	TK – List of attendees not asked to write down name – TP showed list of attendees that she had made as people entered the door	
7.7	TK – List of members – unable to provide at last meeting. Need to put up a list & name & shame & then get players & members to help chase. Opportunity to spread payments by standing order	
7.8	<p>TK – communication. We are not communicating properly as a club. Lots of people don't know what is going on in the club.</p> <p>TK tried himself – sent 25, only got 8 replies. Need to get a decent list of members & let people know what is on.</p> <p>Toby's girlfriend offered to make a template for newsletter to be circulated once a month – needs to go to committee but will hopefully go ahead</p> <p>Don't just use emails & internet – put signs up on the walls. People who want to see it, will be here.</p>	



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	<p>ME – has asked Trish to pull together a list of committee members phone numbers TK wants to create a list of emails. Here’s my email Timmy.kelly@tiscali.co.uk – send me yours. DN asked that you put everyone else in BCC so everyone else cannot see other people’s details. DF – doesn’t think communication is the key issue – it could be better. Problem is people don’t listen Email, hard copy, notice board, website, word of mouth EN or Scott Mullins could help with Marketing updates. – Toby You have to ask – we are lazy as a demographic – Toby Toby – works at a college, can print & distribute. We don’t always know people skill set – you have to take some responsibility to spread the word of what you can do to help. – DN</p>	
7.9	<p>EN people need to take responsibility for checking for messages. Has posted a couple of times & people still ask the same questions. Lack of peoples personal commitment – don’t created loads of extra work DF – Willingness of players to get involved is the problem NC – everyone needs to realise they have to take something on & not leave it to other people</p>	

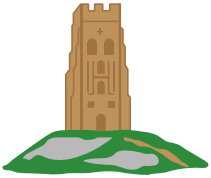
Signed: Dumiso Ncube _____
 (Chair)

Dated: 2nd August 2018

A final copy of the minutes is available from the Club secretary on request.

2018/2019 Committee

Role	Name	Phone
President	Richard Hopkins	07508 547748
Chair	Dumiso Ncube	07875 862057
Secretary	Trish Partlow	07870 430442
Treasurer	Richard Griffiths	07920 764330
1st XV Captain	Toby Payne	07725 599827
2nd XV Captain	Rob Oakley	07772 161349
3rd XV Captain	Andrew Pearce	07592 692296
M&J's Chair	Andrew Pearce	07592 692296
Women's Rep	Vacant	
Membership Secretary	James Austwick	07976 776620
International Tickets	Mark Edwards	07979 371601
House Chairman	Richard Weymouth	07930 846398
Safeguarding Lead	David Partlow	07896 411142
Fixtures Secretary	Dan Ferriday	07947 378933



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General Committee Members	Mike Rogers	07929 105882
	Jack Malone	07551 445069
	Aaron Marshfield	07788 551993
	Charles Benney	07885 704515
	Josh Flagg	07826 653378

Sub 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 – James A, Rich W, Dumiso
- M&J's – Andrew & Dave
- Kit – Trish P
- Task & Finish (Pilton – Dan Ferriday, Carnival – Rich H & DN, Festivals 2018 – Dan F & Rich H, Race Night - TP, Quiz- JA, Tournament Vets 10's – Andrew Pearce, BT Sports – Rich W