



# Cambourne Exiles Rugby Football Club

## MINUTES

Annual General Meeting

23<sup>rd</sup> May 2007

8:00pm, The Hub, Cambourne.

**Attending.** Mark Lisher (Chairman), Neil Ingham (Secretary), Mark Griffiths (Treasurer), Peter Simpson (Fixtures Secretary), George Harrison, Will Charter, Ian Manley, David Warwick, Rob Leech, Paul Greaves, Howard Smith, Ben Yeats, Andy Nichol, Bob Cox, Darren Macey, Oliver o'Dea.

### **Opening of the AGM**

Chairman Mark Lisher welcomed all those present to the 2<sup>nd</sup> Cambourne Exiles RFC Annual General Meeting.

### **Apologies for Absence.**

Received in advance by the Secretary from Dave Hatrick, Jack Peart, Steve Bryant, and Luke Green. Received at the meeting from Clive Lees.

### **Report from the Secretary (Neil Ingham)**

Since the last AGM, the club has made significant progress on a number of fronts. Members attended beach rugby events in Southwold and Newquay over the summer of 2006. Stills of the Newquay Exiles are to be used in the RFUs GoPlayRugby recruitment campaign!

Over the summer months, I prepared and submitted applications for grant funding to The Big Lottery Fund, Awards 4 All, and the Groundmatch scheme of the Rugby Football Foundation. Both applications were funded in full. Almost £10K was awarded from Award 4 All to buy training equipment and to provide coaching expertise to develop Youth Rugby within Cambourne Exiles. The Youth Rugby is now set for a July 2007 launch at The Hub in Cambourne. The RFF provided matched funds of around £1500 to allow the club to buy a set of portable floodlights, which allowed the squad to use the grass pitch for midweek training and contributed to a healthy turnaround in the fortunes of the Exiles on the pitch at weekends.

The "Club Shop" opened for business. I compiled a catalogue for club kit, to give players the opportunity to buy match kit as well as replica shirts, club ties, etc.

The profile of the Club in local rugby organizations has been raised by the attendance by Mark Griffiths and myself at various events including County Committee Meetings and ECRU volunteer coordinator workshops, and also by Luke Green who is acting as a Country representative for the high profile GoPlayRugby campaign. I attended the re-launch of Rhino Rugby at

Twickenham, a function involving Martin Johnson and several other big cheeses in the rugby world. The Exiles were approached to help with various community events in Cambourne, including Sporting Cambourne's Sports Fun Day for local youngsters and to provide "security" at last summers village Festival.

Coupled with a fantastic debut season in the GK Merit League, it has been a highly successful year for the Club and I sincerely feel we can build on these foundations over the coming years to develop a club of which we can all be proud.

Neil Ingham (23<sup>rd</sup> May 2007)

### **Report from the Treasurer.**

**Mark Griffiths** presented an interim statement of Finances. The full end of year statement will be appended to these minutes on July 1st. The clubs finances are in a healthy state, having a balance of £5635.26 (including £2233.19 set aside for coaching from the Awards for All Grant).

[End of Year Accounts amended to these minutes on 24<sup>th</sup> July 2007]

### **Report from the Fixtures Secretary**

A summary of the report given to the AGM by **Pete Simpson** follows:-

During the 06/07 season, 28 matches were played, including 27 matches against other clubs and 1 match against the MSP 80 80 Blues (the "London Kiwis"). Matches were played against 15 other opposition clubs, and Pete aims to increase the number of clubs we play for the coming season. Of the 31 possible fixture dates throughout the season, Cambourne played matches on 28 weekends. Of these matches, only 2 were cancelled by us, with one of these being subsequently rearranged. This season the club became affiliated to the Cambridge University and District Rugby Referees Society (CUDDRS) and we have been officiated over by 10 different CUDDRS referees. Members of the club attended the CUDDRS dinner and Cambourne are gaining a good reputation within the society for our playing attitude on the pitch and hospitality after matches. The Exiles have played in the Greene King Merit League, finishing 4<sup>th</sup> in the Deuxieme Nord division, the GK Cup competition and the County Cup competition (with circumstances conspiring in our favour to allow us to reach the semi-finals of this competition). Pete also reported that the club have received many complimentary comments from clubs and referees throughout the season.

### **Proposal for Amendments to Membership and Subscriptions**

The following changes to the club annual subscriptions / membership structure were proposed by **Mark Griffiths** and seconded by **Neil Ingham** :-

**Senior Membership** - a minimum of **£60** annual fee, to be made in 2 payments

1. £30 to be received by the Treasurer by the end of September each season.

(A penalty fee of £10 per month is payable for overdue subscriptions)

2. £30 to be paid to the Treasurer by the end of February each season.  
(A penalty fee of £10 per month is payable for overdue subscriptions)

**Junior Membership** - a **£10** annual fee, to be made in 2 payments

1. £5 to be received by the Treasurer by the end of September each season.
2. £5 to be paid to the Treasurer by the end of February each season.

**Associate Membership** - a **£20** annual fee, to be made in a single payment

1. £20 to be received by the Treasurer by the end of September each season.

**Family Membership** – includes 1 senior member / 2 junior member / 1 associate member – for a minimum annual fee of **£80** (associate member free!), to be made in 2 payments

1. £40 to be received by the Treasurer by the end of September each season.  
(A penalty fee of £10 per month is payable for overdue subscriptions)
2. £40 to be paid to the Treasurer by the end of February each season.  
(A penalty fee of £10 per month is payable for overdue subscriptions)

**Additional Fees** - Senior Match Fees - **£5** per game. Youth Sessions (Match / Coaching) - **£1** per session.

This proposal was passed unanimously by all those present at the meeting. The current subscription process will remain in place until the end of June. The new subscription and membership structure will come into place from July 2007 and will be reviewed at the next AGM.

### **Proposal for Amendments to the Club Constitution**

The following amendments and additions to the Club Constitution were proposed by **Mark Lisher** and seconded by **Ian Manley**.

1. Throughout the constitution, the term “management committee” will be changed to “executive committee” to bring the constitution into line with the terminology used by local and regional Rugby bodies.
2. In section 3 – Membership – Membership Categories will change in line with new Membership structure passed above, to become as follows – Senior Member / Junior Member / Associate Member / Family Membership.
3. In section 4 – Membership Fees – This will change to read “Fees will be paid bi-annually or annually, by subscription, depending on the class of membership.” This is to bring the constitution in line with the amended membership structure.
4. In section 5 – Officers of the Club – The following addition will be made “Officers wishing to resign from their position, will do so in writing, seek a replacement and will remain in post until a replacement is voted in at an Annual General Meeting or Extraordinary General Meeting.” This addition seeks to ensure continuity for club management.
5. In section 7 – Finance – The following change will be made – “The financial year of the club will end on 30<sup>th</sup> June” – This is to be more reflective of the playing season and to bring the constitution in line with the actually end-of-year for the clubs finances.

6. In section 10 – Dissolution - The following change will be made – “In the event of dissolution, any assets of the club that remain will become the property of Cambridgeshire RFU and Eastern Counties RU in equal share.”

The proposed changes were passed by unanimous vote and will adopted in the Club Constitution.

### Re-Election of Committee Positions

All Club Officers resigned from their roles, expressing their willingness to continue in the roles if re-elected.

Role	Chairman	Hon. Secretary	Hon. Treasurer	Fixtures Secretary
Nomination Proposed by	<b>Mark Lisher</b>	<b>Neil Ingham</b>	<b>Mark Griffiths</b>	<b>Peter Simpson</b>
Seconded by	Neil Ingham	Paul Greaves	Ben Yeats	Ben Yeats
Vote passed?	Paul Greaves	Mark Lisher	Ian Manley	Rob Leech
	unanimous	unanimous	unanimous	unanimous

### Election of Club Captain for the 2007/08 season

From a poll of club members taken before the AGM, 3 names were received by the Club Secretary as nominations for club captain. Of these, **Mark Lisher** declined to stand for election, noting that the captaincy is a job for a younger man (!), leaving **Will Charter** and **David Warwick** to go forward to the ballot. From the votes cast at the AGM, **Will Charter** was duly elected to retain his role as club captain for the 2007/08 season. In immediate agreement between the new-elected captain and the committee, **David Warwick** was offered and duly accepted the role of vice-captain for the 07/08 season. (These roles are subject to acceptance of the definition of the role as laid down by the committee.)

**Darren Macey** proposed a vote of thanks for the out-going vice-captain, **Howard Smith**, which was heartily supported by all those present

### Nominations for other Non-Executive Committee Positions

The following members agreed to take on the roles outlined below.

#### Coaching

Club Coaching Coordinator	Luke Green
Lead Coach	Luke Green
Assistant Coaches (when qualified)	Paul Green, Darren Macey, Howard Smith, Steve Bryant, Rob Leech
Referee (when qualified)	Ian Manley

#### Youth Rugby Committee

Coordinator	Darren Macey
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Assistants Luke Green, Howard Smith, Dave Hatrick, Steve Bryant (Neil Ingham, Mark Griffiths)

### **GoPlayRugby Campaign Team**

Campaign Leader David Warwick  
Recruiters Ben Yeats, Howard Smith, Jack Peart, Rob Leech  
Integrators Neil Ingham, Mark Lisher, Mark Griffiths, Will Charter

### **Other Roles (alphabetical order)**

Advertising Team Bob Cox, Paul Greaves, George Harrison  
First Aid Officers Ian Manley, Andy Nichols, Neil Ingham  
Pitch / Ground Coordinator Paul Greaves  
Press Officer Ben Yeats  
Social Secretary Ben Yeats (Deputy Social Sec – Andy Nichols)  
Sponsorship Secretary Howard Smith  
Sponsorship Team Ben Yeats, Paul Greaves  
Volunteer coordinator Mark Griffiths  
Website Coordinators Neil Ingham, Paul Greaves

Throughout the meeting, Chairman **Mark Lisher** made several additional comments and suggestions, including :-

- The Club should aim to arrange a fixture for every weekend of the season. Non-league fixtures can then be cancelled or rearranged as appropriate to accommodate cp matches, etc.
- The club should aim to build on a system initiated last season by Pete Simpson to track the availability of players at least 4 weeks in advance, to aid the captain in making team selections.
- All those playing in matches (especially home games) should be prepared, without being asked, to help in pitch management to ensure that balls, flags, post pads and ad banners etc. are installed properly on the pitch before matches and returned to storage and stowed tidily after matches.

### **Community Projects**

The club has been invited to help with Fireworks night in Cambourne. There was a general consensus that the club will get involved in the organization, planning and execution, providing floodlights for use at the event and manpower for setting up the event, stewarding on the night, etc.

### **Any Other Business?**

- **Summer Tag League**

**Will Charter** reported that interest in a Tag Rugby League to run over the summer is growing. Currently, 5 teams have entered and there is a hope of attracting more before the proposed start of the league in late July.

- **Summer Tour**

**Ben Yeats** reported that the club is to be entered into the Southwold Beach Rugby weekend. The intention is to also enter a squad for the Hunstanston Beach Rugby event.

- **Race Night**

**Mark Griffiths** announced that the Netball Club are again hosting a Race Night, to be held at The Hub on June 30<sup>th</sup>. All members, friends, family etc. are encouraged to attend this social gambling and drinking event – profits from the night are split between the Netball and Rugby Clubs. **Neil Ingham** offered to help with running the event bar in The Hub.

- **Player Fitness**

**Paul Greaves** encouraged all members and players to maintain and work to improve their personal physical fitness throughout the summer months, so that we can hit the ground running in pre-season training in August.

Minutes for this meeting prepared by **Neil Ingham** (24<sup>th</sup> May - 1<sup>st</sup> June 2007)

## Statement of Financial Activities 2006/07

<b>Receipts</b>	<b>£</b>	<b>Payments</b>	<b>£</b>
Donations	245.00	Fund Raising	0.00
Fund Raising	248.93	Equipment	3980.44
Sponsorship	1450.00	Administration	453.73
Kit	0.00	Christmas Dinner	495.00
Sports Grants	10261.81	Equipment (A4A)	7660.81
Christmas Dinner	495.00	Fees	312.38
Training	0.00	Kit (Clothing)	387.75
Subscriptions	2520.00	Catering	0.00
Fines	10.00	Hospitality	487.50
Match Fees	2257.00	Pitch Fees	330.00
Merchandise	1186.00	Merchandise	1499.62
End of Season	1000.00	Training Costs	0.00
Loan	0.00	Depreciation	0.00
Bank Interest	49.33	End of Season	1172.12
<b>Total</b>	<b>19708.07</b>	<b>Total</b>	<b>16779.35</b>

<b>Balance Sheet</b>	<b>£</b>
Fixed Assets	0.00
Bank	5583.63
Petty Cash	205.43
<b>Total</b>	<b>5889.06</b>
Profit and Loss Account	2928.72
Debtors	330.00
Creditors	-335.00
Awards4All	2233.19
P&L B/f	732.15
<b>Total</b>	<b>5889.06</b>

Amended to the AGM Minutes on 24th July 2007.