



Cambourne Exiles Rugby Football Club

Minutes

Annual General Meeting

2nd July 2009

7:30pm, The Hub, Cambourne.

1. Opening of the AGM – Welcome from the Chairman

Mark Lisher called order and welcomed everyone present to the 2009 Annual General Meeting of Cambourne Exiles RFC

2. Apologies for Absence

Received, in advance, from Peter Simpson, Steve Brudenell, James Sundler & Stephen Keerie,
Received, at the AGM, from Bob Cox & Ian Manley

Members in attendance :- Mark Lisher (Chairman), Neil Ingham (Hon. Secretary), Mark Griffiths (Treasurer), Darren Macey, Paul Greaves, Henry Grain, Pete Dreuit, Dan Sundler, Andy Nichols, Ben Yeats, George Harrison, Keith Robinson, Will Bowles, Howard Smith, David Hatrick, Georg Steffes, David Warwick.

3. To consider and approve the minutes from the 2008 AGM

The minutes of the 2008 AGM were proposed, seconded and accepted as a true record of the meeting.

4. Officer Reports for the 2008-09 season:

Chairman, Mark Lisher

ML reported that 08-09 had been a reasonable season, given the difficulties with adverse weather during the winter. The trial tested last season to play matches on 3 weeks in every 4 has not worked in practice, given variability in player availability and the need to rearrange cancelled matches, etc. This policy will not continue forward. However, the new 09-10 season should bring more GK league fixtures given that the Deuxieme division has been split into 2 tables, rather than 3. **ML** reiterated comment from previous meetings that player and member recruitment remains the key to the continued development of the club.

Hon. Secretary, Neil Ingham

NI reported that the 08-09 season has proved difficult behind the scenes. Club and facilities development will continue to be difficult in the coming years due to the collapse of the plans for the Sports Centre in Cambourne and the continued delays in the provision of an enhanced sports pavilion in Great Cambourne. **NI** (along with **ML** and **MG**) have attended meeting with Cambourne Parish Council during the year. After the collapse of the Sports Centre was announced, **NI** proposed to CPC that immediate provision be made for additional storage for kit / equipment and further temporary shower / changing facilities on the MUGA. The storage proposal was later granted. CPC will provide a 40ft lockable storage container on the pitch area. However, frustrating delays associated with planning bureaucracy may mean that this will not be in place before the start of the 09-10 playing season. The proposal for additional changing facilities was refused by CPC, citing lack of available funding. **NI** and **ML** have continued to attend Cambridgeshire RU meetings. **NI** reiterated that it remains important for the club to have a presence at these meetings to keep current with developments in the local rugby community. **[Action #1: NI will distribute dates & venues for county meetings to the committee to ensure the club is represented at all meetings]**

Hon. Treasurer, Mark Griffiths.

During the last 12 months, Cambourne Exiles has been operating funded primarily by club subscriptions and match fees, as follows: **Subscriptions**. There has been an increase in club subscriptions (to £1155), despite the decrease in annual subscription levied at the AGM in 2008. There is no current reason to increase annual fees. However we are still struggling to get payment from some members. **Match fees**. There was a fall in match fees income of just under £300 largely due to loss of match revenue in February due to poor weather. In 2008 - 2009 we have £110 in outstanding club fees. As a club we need to ensure prompt payment of both match fees and subscriptions. Players who have been long term absent due to injury are not charged subscriptions and this policy will be continued. **Sponsorship** Only £200 received – this has been poor this season, only attracting sponsorship from Stagecoach. However the 2009-10 season has already attracted significant sponsorship and this will show on next season accounts. We must ensure that there is a more concerted effort to ensure that the

clubs profile increases in order to gain an alternative revenue stream and thus allow further growth and purchase of new kit. **Awards for All. £1240.31** remains available for training and kit.

For the year ahead, pitch fees will significantly rise on previous seasons largely due to the Parish council finally charging the club. Pitch fees will rise to approximately £1000 in the 2009-10 season. Match fees will continue to fund this. Our main activity has to be the facilitation, growth and consolidation of the club in its fifth year. We failed to obtain any significant sponsorship in the 08-09 season. The Monkfield Arms and Elms of Cambridge have stepped forward to support us moving forward; however it is important that new avenues of sponsorship are obtained in order to promote continued development. We cannot sit back and hope someone writes a blank cheque. We currently have **£6596.85** in the bank (07-08 we had 6367.54). The club is in a strong financial position for the end of year. We currently have no outstanding obligations and will start the 09-10 year strongly.

Statement of Financial Activities

	<u>2008/9</u>
	£
Receipts	
Donations	0.00
Fund Raising	95.00
Sponsorship	200.00
Kit	331.00
Sports Grants	0.00
Christmas Dinner	430.00
Training	170.00
Subscriptions	1,155.00
Match Fees	1,207.50
Merchandise	0.00
End of Season	0.00
Fines	0.00
Bank Interest	142.65
Total	3,731.15
Payments	
Fundraising	0.00
Equipment	813.72
Administration	923.24
Christmas Dinner	265.88
Equipment AFA	0.00
Fees	185.00
Kit (Clothing)	694.41
Mileage	0.00
Catering	43.00
Hospitality	2.40
Pitch Fees	240.00
Merchandise	0.00
Training Costs	100.00
Depreciation	0.00
End of Season	234.19
Total	3,501.84
Income/(Deficit)	229.31
	<u>Balance Sheet</u>
Fixed Assets	0.00
Bank	6,357.47
Petty Cash	239.38
Total	6,596.85
Profit & Loss Account	229.31
Debtors	
Creditors	
Awards for all	1,240.31
P/L B/F	5,127.23
Total	6,596.85

NI asked the treasurer the status of obtaining a club current account, to facilitate ordering kit / equipment / tickets and for setting up Direct Debits for paying subscriptions, etc. **MG** responded that he continues to look into this **[Action #2: MG will work to open a club current account]**

MG thanked Paul Greaves for his recent efforts in securing some sponsorship for the club, from KCars, RisingHighDisco and Cambourne Vehicle Services. Huge thanks go to Henry Grain for sacrificing his hair in helping The Monkfield Arms in their fundraising efforts and to Ben Yeats, Bob Cox and Henry Grain for the subsequent sponsorship deal with the Pub. Huge thanks also go to Ben Yeats and Chris Elderfield for their efforts and discussions over many months in securing sponsorship from Elms of Cambridge, a deal finally sealed by **NI** in June '09.

DM enquired about the state of the pitch and whether we can expect better maintenance as the club will now be paying regularly for it's use?

Fixtures Secretary, Peter Simpson

No report received. The Chairman proposed a vote of thanks for the outgoing Fixtures Secretary, for his hard work in arranging matches, referees and pub-grub during his time in office. Peter got the clap.

5. Nomination / Election of Executive Committee Officers

The following members were proposed and voted into the following positions on the club executive committee.

Position	Nominee	Proposed by	Seconded by	Vote
Chairman	Mark Lisher	DM	BY	Unanimous
Hon Secretary	Neil Ingham	GH	DM	Unanimous
Hon Treasurer	Mark Griffiths	PG	BY	Unanimous
Fixtures Secretary	Steve Brudenell	NI	DM	Unanimous

6. Nomination / Election of Non-Executive Committee Positions

The following were nominated and elected to act in the following roles on behalf of Cambourne Exiles RFC

Position	Nominee(s)
CCC	Darren Macey
Coaches	Darren Macey, Paul Greaves, Peter Dreuit
Advertising Officer	Ben Yeats
County Reps	Neil Ingham, Mark Lisher
First Aid Officer	Mark Griffiths
First Aiders	Andy Nichols, Neil Ingham, Howard Smith
Press Secretary	Ben Yeats
Recruitment Officer	Darren Macey
Social Secretary	Ben Yeats
Sponsorship Secretary	Paul Greaves, Ben Yeats
Volunteer Coordinator	Neil Ingham
Website Coordinator	Neil Ingham
Youth Coordinator	Keith Robinson
Welfare Officer	Keith Robinson

Press. ML stated that, with the new sponsorship deals obtained for the coming season, it will be all the more important to ensure match-reports are submitted to local press after every match, and that sponsors names should be mentioned therein. **BY** stated that those offering to write match reports should do so in a timely manner to ensure submission and publication.

Recruitment. DM suggested that any contacts made with potential new members and players should be passed onto him for follow-up as recruitment officer.

Social. ML proposed a vote of thanks to **BY** for the Xmas and End-of-Season Dinners.

Sponsorship. [Action #3: ML will follow up on a conversation at the End-of-Season dinner to investigate the possibility of sponsorship with the RAC]

8. Election of Club Captain for 09/10

Of those nominated prior to the AGM, Bob Cox and Peter Dreuit were prepared to stand for election as Captain. In a close vote, "Lucky" Bob Cox was elected as club captain for the 2009-10 season. **[Action #4. Due to Bobs absence, NI will approach Bob to ask for his choice for Vice Captain]**

9. Review of Club Policies;

Constitution,

NI suggested a change to the Section 7 (Finance) to bring forward the end of the Financial Year. This will allow the AGM to held earlier in the year to facilitate timely updates to rugby authorities prior to their deadlines for handbook publication, etc.

DH suggested an update to Section 9 (Discipline & Appeals), to incorporate provision handling complaints aimed at members of the executive committee.

These 2 proposals were accepted by those present at the meeting and will be incorporated.

Membership & Subscriptions,

No action necessary

Discipline.

NI proposed changes to the yellow card policy to reduce the financial impact to players with 1-2 yellow cards in a season, and to increase the financial penalty for players showing persistent yellow cards problems. At the request of members, further clauses will be added to increase the fines payable for each successive yellow card above 3 in a season, and to make the policy more flexible by allowing penalties to be at the discretion of the disciplinary committee. The proposed changes were accepted by those present at the meeting and will be incorporated.

NI reiterated the clubs intention to promote fair play and enjoyment of the game and stressed that all players are subject to the laws of the game as decided by the IRB, RFU, etc.

Equal Opportunities,

No action necessary

Child Protection

No action necessary. The policy will remain in force to cover any future reinstatement of mini / midi rugby.

The accepted changes to club policies will be signed-off at the next scheduled committee meeting. **[Action #5: NI will draw up amended policies ready for sign-off]**

10. International Tickets

Significant discussion was held in respect of the clubs allocation of tickets for England matches at Twickenham. **[Action #6: NI will seek advice to determine possible options for utilization of the tickets]** **ML** recommends that the club takes it's complete allocation for all matches and to discuss at the earliest possible committee meeting before the purchase deadline how the club will seek to distribute tickets for a particular match.

11. Senior Fixtures for the 09/10 season; GK League, GK Cup, County Cup, ECRU Cup

Confirmation was made of the GK league fixtures schedule and weekends for GK Cup and County Cup matches. Those present were asked to consider the proposal for the ECRU cup and report back. **[Action #7: NI will collate these responses and give the clubs preferred option to ECRU for consideration]** **NI** enquired whether an entry had yet been made for the Cambridge 10's competition on the opening weekend of the season. **[Action #8: DM and PG will enter the club into the Cambridge Heineken 10s tournament]**

12. Any Other Business

ML requested that all players contribute to completing all necessary jobs before and after home matches (arranging post-pads, flags, etc, tidying away kit and equipment, tidying changing rooms, etc) and make every effort to return to the pub as quickly as possible to host the opposition teams and referee.

ML asked the gathered members their opinion on recent ideas to introduce a "team manager". It was decided that a specifically defined role would be needed and that it should only be fully introduced when the club can place the *right person* into the role. It should then be introduced gradually and it's impact monitored.

DM remains concerned that we struggle for squad numbers as the season progresses. **DM** suggested that a "Don't train, don't play in your preferred position" policy should be introduced. Whilst this remains good in theory to ensure we can field a strong team, it will require a playing squad with greater strength in depth to implement properly. **ML** reminded those present that the ultimate call on team selection will remain with the Captain. **DS** stated that the Captain will always want to field the strongest team he can depending on availability, irrespective of who trains regularly. **NI** suggested that if **DM** and **PG** are to record attendance at training, they should also track player availability for forthcoming matches. **ML** recommended that the club phone should be used to chase for player confirmation of availability each MONDAY evening to give the Captain sufficient time to report to the Fixtures Secretary to allow **SB** to make to necessary arrangements in a timely manner.

PD reported that he has been asked to coach the County U16 girls Rugby for the 09-10 season, and that he will aim to host these sessions in Cambourne. **[Action #9: NI will approach CPC to determine available times]**

Close of the Meeting.

As Chairman, Mark Lisher called the meeting to a close. The committee thank all members for their attendance at the 2009 AGM of Cambourne Exiles RFC