

## CF10 ARMS PARK RUGBY TRUST

### MINUTES OF THE SECOND ANNUAL GENERAL MEETING

### HELD AT CARDIFF ATHLETIC CLUB, CARDIFF ARMS PARK ON

### WEDNESDAY 21 MARCH 2018 COMMENCING AT 6.30PM

PRESENT

Trust Members - List of Attendees set out in Appendix 1

Apologies – List of Apologies set out in Appendix 2

ITEM		ACTION
1	<p>Welcome</p> <p>Board member, Lynn Glaister, welcomed members to the second Trust AGM. She thanked everyone for attending, especially as the start time had to be brought forward to accommodate the Question and Answer session with Richard Holland, Chief Executive of Cardiff Blues, which would follow at 7.30pm. She introduced the Chair of the Board, David Allen who would give a progress report on the work of the Board up to the year ending 30 September 2017. A detailed annual report was available in the documents section of the website. <a href="https://cf10rugbytrust.org/sites/default/files/cf10_annual_report_2016-17.pdf">https://cf10rugbytrust.org/sites/default/files/cf10_annual_report_2016-17.pdf</a></p>	
2	<p>Progress Report</p> <p>David Allen summarised the work undertaken by the Board during 2017/18. A skills based Board had been elected last year and the initial emphasis was on establishing sound governance. All the Board's managing documents were available on the website for members to view.</p> <p>Currently membership of the Trust stood at 560 with members coming not only from the Cardiff area but also the rest of wales, the UK and Internationally. One member lived in Australia.</p> <p>During the year the Trust acquired shares in Cardiff Blues Limited (CBL). This means that each member of the Trust can be said to be a shareholder in CBL. The Trust has also developed a vehicle to bring small shareholders together in order to have a greater influence on the company. It now has influence over 37,000 proxy shares.</p> <p>A great deal of time is devoted to communication issues. An excellent website has been developed which hosts previews/reviews of matches plus blogs on matters concerning Cardiff rugby. The Board sees itself as a critical friend to CBL and will challenge where necessary. The Trust's presence on social media</p>	

	<p>continues to increase and this will be an on-going priority. The 140<sup>th</sup> anniversary film was led by the Trust.</p> <p>Alongside this, a great deal of time has been devoted to the Heritage Project, which seeks to conserve Cardiff rugby's precious memorabilia. An online Cardiff Rugby Museum has been established and the long term aim is to establish a built museum (as part of the redevelopment of Cardiff Arms Park) to display the memorabilia again. <a href="https://cardiffrugbymuseum.org/">https://cardiffrugbymuseum.org/</a></p> <p>A significant amount of time has been spent networking. Meetings with Richard Holland are held on a frequent basis; an invitation was once received to attend the CBL Board; meetings have been held with prominent Cardiff councillors and local MPs/AMs; Chair and CEO of WRU and PRW.</p> <p>The Trust has a presence in the Pack Bar prior to matches and a page in the programme.</p> <p>Community engagement is an important function of the Trust. Cardiff Chiefs mixed ability rugby team has been sponsored, as has RFC player Jack Roberts. The Board are keen to increase this area of work over the next few years.</p> <p>Over the next year, the Board has the following aims:</p> <ul style="list-style-type: none"> <li>- Better engagement with members;</li> <li>- Membership target of 1000 in the long term;</li> <li>- Contributing to the future vision for rugby at CAP;</li> <li>- Increase the proxy shareholding;</li> <li>- Building resilience in the Board through recruitment of new directors;</li> </ul>	
3	<p>Cardiff Blues Supporters Club</p> <p>Contrary to the belief of some, the Trust has established a positive relationship with Cardiff Blues Supporters Club (CBSC). In order to take this relationship forward for the benefit of Cardiff rugby, a heads of agreement document was developed. This sets out respective roles of both organisations and areas where joint working would be beneficial.</p> <p>To symbolise the importance of the agreement, the document was signed by David Elsmere, representing CBSC and David Allen, representing CF10.</p>	
4	<p>Annual Accounts</p> <p>Derek Redwood, Board member and Treasurer, summarised the annual accounts, a copy of which was available on the website. <a href="https://cf10rugbytrust.org/sites/default/files/cf10_accounts_2017.pdf">https://cf10rugbytrust.org/sites/default/files/cf10_accounts_2017.pdf</a></p> <p>He said they had been reviewed by an Independent Reviewer as an audit was not required. During the year, income of £3,725 had been generated compared to expenditure of £1,871 (primarily to Supporters Direct and the FCA).</p> <p>On a show of hands, members unanimously agreed to dispense with a full audit, which was not legally required, and to the reappointment of DHB Accountants limited as the Independent Reviewer for the next financial year.</p>	

5	<p>Elections</p> <p>By the closing date of 7 March, there had only been one nomination for the post of Chair. On a show of hands, members unanimously agreed to appoint David Allen as Chair for a further three years.</p> <p>David was thanked for his enthusiasm and commitment to the Trust. He devoted many hours each week to its activity. David had made clear to the Board that this would be his last term as Chair and a new person would need to be appointed in three years' time.</p> <p>There were no nominations for the two vacant Board member positions. It was important if the Trust was to develop resilience that new members were recruited to join the Board.</p>	
6	<p>CF10 Mission Statement</p> <p>Board member, Sally Carter, took members through the draft Mission Statement which had been developed by the Board. She emphasised some of the important areas of activity which correlated with the emphasis of the Board's work programme. Members unanimously supported the document.</p> <p>In addition, recent problems between CBL and Cardiff Athletic Club (CAC) had raised the possibility of Cardiff Blues developing a new stadium and moving away from CAP. The Trust Board had taken an interim position that supporters would not be in favour of such a situation and both parties should get together and resolve their differences for the benefits of Cardiff rugby. This view was unanimously supported by members present.</p> <p>A copy of the Mission Statement would be distributed to members and a survey of those unable to attend would also be undertaken.</p>	Board
7	<p>Cardiff Rugby Museum</p> <p>David Allen summarised the online Cardiff Rugby Museum and showed examples from the database which had been created. The website contains both Cardiff RFC and Cardiff Blues memorabilia, showing the continuity of the club. It is not just a rugby history of the club but a social history of the area. It contains over 800 items.</p> <p>He said that the heritage of the club had been primarily housed in the Hubert Johnson Room (Trophy Room). The artefacts, especially jerseys and caps, were very vulnerable due to their age and the climate of the room. These items had now been safely stored. The collection had been professionally valued and insured.</p> <p>The aim was now:</p> <ul style="list-style-type: none"> <li>- To develop for each item more comprehensive content, where possible;</li> <li>- Back-fil the collection with other items such as Sam Warburton's Lions jersey and items loaned or donated by ex-players.</li> <li>- Develop grant applications for oral histories, educational activities and reminiscence therapy;</li> <li>- Establish a fit for purpose Heritage Centre at CAP as part of the redevelopment.</li> </ul>	

8	<p>Question Time</p> <ul style="list-style-type: none"> <li>- It was suggested that the Board needed to give more thought to targeting individuals who were not on email or social media.</li> <li>- It was suggested that the Trust needed to get support and possible funding from CBL. David Allen responded by saying it was still early days but provision had been made in the draft lease for a heritage centre. He felt that the Pack Bar was an ideal location both for its size and location next to the shop.</li> </ul>	Board
9	<p>Volunteers</p> <p>David Allen re-emphasised the importance of the Board having resilience. If members didn't want to stand for election at this time they could always join the wider Working Group (which included Board members plus other volunteers).</p> <p>The Board was keen to recruit:</p> <ul style="list-style-type: none"> <li>- Volunteers to recruit new members to the Trust;</li> <li>- Individuals to contribute to social media;</li> <li>- People interested in community engagement;</li> <li>- Individuals with a background in graphic design or marketing.</li> </ul>	
10	The meeting closed at 7.25pm	

## Appendix 1 - List of Attendees

David Allen	Andy Baker	Simon Baker	Caron Blair	Andrew Bold
Sally Carter	Peter Castree	Peter Christian	Andrew Collins	Stephen Collins
Theresa Collins	Janet Cummings	Tudor Curtis-Williams	Jennifer Davies	Fred Davies
Helen Donovan	Roger Edmunds	Peter Ellison	David Elsmere	Anthony Esposti
Lynn Glaister	Stephen Grant	Steve Harries	Ian Hartley-Brown	Robert Hill
Rob Hill	Bob Hooper	Richard Hudson	Martin Hughes	Nick Hugo
Nick Jenkins	Mair Jenkins	Meryl Jenkins	Ivor John Morley	Huw Jones
Gareth Jones	Tim Jones	Viv Jones	Jo Lee	Clive Lowrie
Norma Mackie	Neil MacSorley	Gareth Moore	Damien O'Brien	Kevin O'Donnell
Terry Palfrey	Dan Pearce	Tony Perks	Derek Redwood	Robyn Richards
Gabriel Servini	Robert Shaw	Helen Smith	Liam Sullivan	Carl Swanson
Phil Thomas	Roger Vaughan	Maggie Vaughan	Barbara Vaughan	Gareth Williams
Byron Williams	Stuart Young	David Rowles	Jayne Rowles	

## Appendix 2 – List of Apologies

Gareth Brown  
Paul Davies  
Peter Dewland  
Jane Dewland  
Roger Dyson  
Neil Harries  
Gill Nurton  
Martyn Sloman  
David Stewart  
Gareth Williams