

CF10 ARMS PARK RUGBY TRUST

MINUTES OF SECOND MEETING OF THE BOARD OF TRUSTEES HELD

AT CARDIFF ATHLETIC CLUB, CARDIFF ARMS PARK ON WEDNESDAY 5 APRIL 2017 COMMENCING AT 7.00PM

PRESENT

Board Trustees: David Allen (Chair); Andy Baker; Simon Baker; Jonathan Bray; Sally Carter; Andrew Collins; Lynn Glaister; Huw Jones (Secretary); Derek Redwood (Treasurer);

Observers: Fred Davies;

Apologies: Neil Harries; Martin Hughes; Simon Jones; Dan Pearce; Marc Wakeham

ITEM		ACTION
1	Chair's Introductory Remarks DA welcomed everyone to the meeting	
2	Minutes of the last working group meeting held on Wednesday 15 March 2017 AGREED	
3	Matters Arising and Actions Item 3 - Number of committed proxy shares were 29,000 which keeps the Trust at 10 th in the list of largest shareholders. It was noted that the Trust had been gifted 500 shares from the widow of a deceased shareholder Item 4 - AGM minutes were still to be drafted; Trust's principles were discussed below at Item 9 Item 6 - It was noted that Marc Harries had a sales background in the brewing industry. It was AGREED AB to contact him with a view to potentially obtaining his support on membership recruitment Item 6 - Young Ambassadors had been contracted and two women had expressed an	AB HJ AB HJ/DA

	interest. AGREED DA and HJ would meet them	
4	<p>Meeting with Richard Holland 29 March</p> <p>The meeting with RH had been very positive and the notes had been signed-off as an accurate record. Highlights from the meeting included:</p> <p>4.1 A suggestion from RH to meet members (later agreed as 19 April at 7pm; see below);</p> <p>4.2 The establishment of a working group to advise CB, involving two members from each the CAC, CRFC, CBSC and the CF10;</p> <p>4.3 Greater interest by RH in the heritage of the club. DA has written to Jon Rees, Chair CAC with a report on the collection.</p> <p>It was AGREED the notes of the meeting with RH would only be sent to members. Anyone wishing to obtain a copy should join.</p> <p>The format for the meeting with members on 19 April would be:</p> <p>Chair/Introductory Remarks and Scene Setting – DA</p> <p>Survey results – LG</p> <p>Presentation – Richard Holland</p> <p>Q&A-AB</p> <p>Door – AB and JB</p> <p>AV Equipment – SB</p> <p>Communications – AB/LG to liaise</p>	<p>AB</p> <p>DA LG</p> <p>AB AB/JB SB AB/LG</p>
5	<p>Membership Renewals and Recruitment 2017/18</p> <p>Reasons for renewing membership or joining:</p> <ul style="list-style-type: none"> - Trust is the voice of supporters; - Made strides on influencing Cardiff Blues; - All trust members are shareholders in CBs; - Significant proxy shareholding gives influence at AGM; - Surveys can influence redevelopment; - Open meetings held to obtain members' views; - Trust leading on safeguarding the club's heritage; - Democratic body with strong governance which operates openly and with transparency. <p>AGREED that financial year will be from 1</p>	

	<p>October to 30 September</p> <p>AGREED that a subscription system would be operated through PAYPAL with fee remaining at £2 per annum</p> <p>Comms Group to consider publicity campaign for above</p>	<p>AB/DR</p> <p>LG</p>
6	<p>Working Groups</p>	
	<p>6.1 Heritage</p> <p>DA had drafted terms of reference for the group and these were AGREED. He had made a start on the Significance Assessment of the artefacts and had been working on the 140th Anniversary video of the club.</p>	<p>DA</p>
	<p>6.2 Communications</p> <p>LG reported that in developing a communications plan the group had identified three aims:</p> <ul style="list-style-type: none"> - To promote the principles of the trust - To communicate CF10 trust views - To identify members' views and provide feedback on action taken <p>The planned work programme was AGREED as was a potential project on 'inclusion'.</p> <p>LG suggested listing admin/access for Twitter/Facebook</p>	<p>LG</p>
7	<p>Finance Report</p> <p>DR reported that the bank balance was £1588 and membership was at 335</p> <p>It was AGREED, following the elections, that HJ, as Secretary, should be included on the bank mandate and NH's name removed</p>	<p>DR</p>
8	<p>Governance Action Plan - April 2017</p> <p>This was noted. Most issues discussed above</p>	
9	<p>Other Identified Business</p> <p>9.1 CF10 Mission Statement was formally AGREED and could go on the website</p> <p>9.2 HJ reported that he had taken an executive decision and nominated Tim Hartley as a Board member of Supporters Direct. This was AGREED</p> <p>9.3 As a member of Supporters Direct, the Trust had access to their members' site. AB to pursue the matter</p>	<p>AB</p> <p>AB</p>

10	Date and time of next meeting Wednesday 17 May 2017 commencing at 7pm Apologies were received from SC	
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