

## **CF10 ARMS PARK RUGBY TRUST**

### **MINUTES OF THE EIGHTH MEETING OF THE BOARD OF TRUSTEES HELD**

#### **AT CARDIFF ATHLETIC CLUB, CARDIFF ARMS PARK ON THURSDAY 16 NOVEMBER 2017 COMMENCING AT 7.00PM**

#### PRESENT

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

Observers: Gareth Brown; Fred Davies; Neil Harries;

Apologies: Andrew Collins; Martin Hughes; Simon Jones; Dan Pearce; Marc Wakeham

ITEM		ACTION
1	<p>Chair's introductory remarks and apologies for absence</p> <p>DA noted that a great deal had happened since the last Board meeting two months ago. Unfortunately the planned Members Meeting had been given over to the Cardiff Blues in order that they could brief supporters following the critical Scrum V programme. This had been unfortunate but had proved useful in the long run.</p> <p>DA had updated members of developments via email and would expand further, as appropriate, under various agenda items.</p> <p>Apologies for absence were noted.</p>	
2	<p>Minutes of the Board meeting held on Thursday 14 September 2017</p> <p>The minutes of the previous meeting were AGREED.</p>	
3	<p>Matters Arising and Actions</p> <p>There had been no formal response from Alex Smart. FD agreed to continue to stay in contact.</p> <p>DA had previously informed the Board via email that Jonathon Bray had resigned (26 September) due to family and work commitments. However, he was still pursuing the transfer of shares with Mrs Williams. JB was thanked for his work on the Board.</p> <p>Thanks were offered to SC for organising the Trust's presence</p>	<p>FD</p> <p>DA/ AB</p>



	valuation of the collection; purchase of storage boxes; photographs copied/replicated professionally. The valuation would take place on 4/5 December with artefacts being moved into the WRU's storage in January.	DA/SC/S B
	7.2 Communication DA reported on the current situation. He felt the quality of blogs produced by the Trust during the year had been superb. He also reported that AC had decided to step down as Comms Lead and DP had agreed to take on this role.	DP
8	Members' Meeting: 22 November 2017 The format for the meeting had been discussed and agreed at the September meeting. In addition: <ul style="list-style-type: none"> <li>- An email giving detail would be sent to members;</li> <li>- Tweets would go out on social media;</li> <li>- Members' views would be sought on the Mission Statement via discussion groups;</li> <li>- There would be a Q&amp;A after DA's presentation;</li> <li>- The presentation would need to be prepared by close of play the day before the event in 4:3 format</li> </ul> (N.B. The Members Meeting was cancelled the day before the event due to a gas leak at the club which resulted in the site being closed.)	AB DA/LG/A C  DA
9	Plans/Targets for 2017/18 DA addressed point 9 on the agenda, Board Development, under this item as well. A paper setting out Board members' feedback had been circulated. A number of significant finding had emerged from the Workshop in September and these needed to be coupled with the feedback from Board members. In summary: <ul style="list-style-type: none"> <li>- Mega Priority Area: Contribute/Influence development of vision/strategy for resolution of CB/CAC impasse at CAP</li> <li>- Influencing above via CB Working Group and CRFC committee</li> <li>- Influence via political meetings, social media and blogs</li> <li>- Trust too reliant on small number of people</li> <li>- Not using all the skills of people</li> </ul> It was identified that the following skills were required: <ul style="list-style-type: none"> <li>- Communications: Twitter support</li> <li>- Heritage Research</li> <li>- Graphic Design</li> <li>- Marketing</li> <li>- Legal</li> <li>- Research (potential joint work with CB and University)</li> </ul> DA and HJ agreed to review both Workshop and Feedback lists and report back to the next meeting.	DA/HJ
10	Cardiff Blues Supporters Club A joint meeting had been held on 28 September with representatives of CBSC, the notes of which had been agreed and distributed to members. This had been positive and a Heads of Agreement document had been drafted setting out	

	respective roles. This would be formally considered in due course by both organisations' ruling bodies.	HJ
11	Mixed Ability Rugby This item was deferred until the next meeting.	
12	Finance report DR reported that the balance of funds was £2079. He circulated copies of the annual accounts and these were considered and discussed by members before being approved. They would now be audited before being signed. It was noted that an Annual Report would also be prepared to accompany the Accounts.	DR DA/HJ
13	Governance Action Plan November 2017 There was a need to review the new General Data Protection Regulations 2018 which are due to come into force in May.	HJ
14	Board Development – Report on Progress Discussed at Item 9 above.	
15	Other Identified Business 15.1 Supporters Direct - The recent newsletter had a useful potential link to crowdfunding support if required sometime. - The idea of a proposed Accreditation Standard for trusts was supported. - The Trust had an entry to the Supporters Direct Annual report  15.2 Under 16 Membership A person under 16 does not have voting rights under the constitution. Consequently, it was agreed that this would be free if taken out with a full membership.	AB
16	Date and time of next meeting Thursday 14 December 2017 commencing at 7pm	