

CF10 ARMS PARK RUGBY TRUST

MINUTES OF FORTY SECOND MEETING OF THE BOARD OF DIRECTORS HELD

VIA VIDEO CONFERENCE ON

THURSDAY 21 JANUARY 2021 COMMENCING AT 7PM

PRESENT

Board Directors: David Allen (Chair); Simon Baker; Andrew Bold; Sally Carter; Andrew Collins; Steve Coombs; Lynn Glaister; Huw Jones (Secretary); Derek Redwood (Treasurer)

Observers: Andy Baker; Martin Hughes; Claire O'Shea; Sion Williams;

Apologies: Simon Jones

ITEM		ACTION
1	Chair's introductory remarks and apologies for absence The Chair said that the aim of the meeting was twofold, to report back on the three meetings that had been held with Cardiff Blues representatives but the main items for discussion would be matters related to the AGM in March.	
2	Minutes of the Board meeting held on Thursday 26 November 2020 AGREED	
3	Matters Arising and Actions Item 3 - DR reported that it was possible to change the official name of CF10 from 'Cardiff Blues Rugby Supporters Society Ltd'. It would be appropriate to do this after the CBL rebrand and confirm at the AGM in March. The proposed name would be 'CF10 Rugby Limited'. With DA stepping down as chair in March there would also be a need to change the address of the registered office and the bank mandates.	DA/HJ DR
4	Cardiff Blues 4.1 Meeting with Andrew Williams: 15 December 2020 4.2 Meeting with Richard Holland: 6 January 2021 4.3 Meeting with Richard Holland: 14 January 2021 The meeting with AW had been informal but constructive. Issues discussed were the financial challenges at CBL and governance issues. LG reported on the two meeting with Richard Holland and Mike Brown. The first had been a short half hour meeting for them to explain the departure of John Mulvihill, albeit that the club was unable to say much. A note of the meeting which took place on 14 January would be circulated.	HJ

	MH joined the meeting.	
5	<p>Cardiff RFC</p> <p>At the meeting with CBL it was reported that they believed a three year lease extension was to be offered but they hadn't received official notification of this proposal.</p>	
6	<p>Standing Orders Election Policy</p> <p>At the previous meeting in November the broad approach to a remote/virtual AGM had been agreed. Members had been notified of the Board's thinking in the Christmas newsletter. This thinking has been incorporated into a revised Standing Orders Election Policy which the Board needed to consider. Section 3 was the part where the fundamental changes have been made from the original. Other changes were primarily stylistic.</p> <p>The standing orders were approved and would be put on the website.</p>	HJ/SB
7	<p>Annual General Meeting</p> <p>7.1 Mission Statement (revised)</p> <p>The revised Mission Statement which had been previously approved would need to be signed off at the AGM. This would be placed on the website.</p> <p>7.2 Annual Report 2019/20</p> <p>The Annual Report was agreed and signed off as all comments previously received had been taken on board. This would now be put on the website.</p> <p>7.3 Notification Letter</p> <p>Members would be formally notified about the AGM through the Notification Letter. This was approved subject to minor changes. The letter would be emailed to those on the database and posted to members without email.</p> <p>7.4 Nomination Form 2021</p> <p>The form was basically the same as previous years and only dates had been changed. This was approved and would be put on the website.</p> <p>There was a vacancy for the role of chair and up to two members.</p> <p>7.5 Annual Accounts 2019/20</p> <p>The annual accounts were considered. SaC proposed that they be agreed, seconded by SB. The accounts were approved by the Board and would be put on the website following their signing.</p> <p>Roles and responsibilities for the AGM would be discussed and allocated at the next meeting.</p>	<p>HJ/SB</p> <p>HJ/SB</p> <p>HJ/AC/DR</p> <p>HJ/SB</p> <p>HJ/SB DR/DA/HJ</p> <p>ALL</p>
8	<p>Working Groups</p> <p>8.1 Heritage</p> <p>DA reported that Andrew Williams had agreed to sponsor the 'CAP Architectural' book. Any proceeds for sales would be donated to the CB Community Foundation. There was a great deal of work taking place to get the book ready for publication.</p> <p>An interview with Colin Bosley had been undertaken over the phone. He was a reserve for the 1953 game against the All Blacks.</p>	DA/SB

	<p>Tim Hartley had donated around 100 programmes from the 1970s. These were currently being scanned and put on the Cardiff Rugby Museum website.</p> <p>8.2 Communications The Christmas newsletter had been successfully produced and distributed, thanks to CO'S Social media had been strong recently. With DA stepping down there was a need for someone to step up and coordinate (not undertake) CF10's communication work. He asked everyone to consider this issue.</p> <p>8.3 Welsh Language There were no issues for discussion.</p>	<p>SB</p> <p>ALL</p>
9	<p>Finance Report DR reported that he available funds remained unchanged at £1505.25 (£1477.93 in the bank; £27.32 with Paypal).</p>	
10	<p>Governance Action Plan January 2021 There were no new risks. The report was noted.</p>	
11	<p>Other Identified Business None</p>	
12	<p>Date and time of next meeting Thursday 18 February 2021 commencing at 7pm</p>	