

Minutes for the 2017^t Annual General Meeting

**Held on Thurs 6th July 2017 at Layham Road Sports Ground
starting at 7:30pm**

1. Apologies for absence

Apologies received from Ben Romer Lee, Richard Braybrooke and Jonny Squirrel.

2. Minutes of the 2016 Annual General Meeting held May 16th 2016

Acceptance of the minutes as a true record of the meeting

Proposer: Adam Miles

Seconder: Jim Hammond

3. Matters arising from the minutes

No matters arising.

4. Chairman's report (previously circulated)

Once again it has been a year full of progress. Both our senior teams secured promotion (1st XV to EC1 South and 2nd XV to EC2 South) The 1st XV finished 3rd and the 2nd XV won their league. We have said goodbye to Matthew Short our 1st team coach and welcomed back Adam Miles in his place. Our Colts once again enjoyed success reaching: the 4th round of the National Plate where they narrowly lost (32-24) to the eventual winners Brentwood RFC; the EC Cup Semi Final and winning the Ipswich 7s. Our U15s also won the Ipswich 7s. Our other youth teams also enjoyed a fun filled season full of exciting rugby. We have once again sent players forward for representative rugby at all appropriate age groups and we are rightly proud of our position as an emerging leader in the region. Our youth and mini section is the envy of many, but there is still much more to do and lots we can improve on.

Firstly, a few of our achievements. Last season we:

- once again secured our RFU Accreditation,
- embarked on an ambitious programme of coaching for girls in schools
- laid the ground work for further programme of rugby coaching in schools (a programme that is now launching in September)
- hosted a very successful TAG Festival
- hosted a very successful Beer Festival
- hosted a very popular, but financially disastrous Club Ball! (apologies)
- participated in an U21 tournament
- won through to the regional finals of the RFU's national grassroots rugby 7s competition
- rebranded and officially adopted our new crest
- found a brilliant new bar manager

We didn't however do everything well and there are things we need to get better at going forward. They are...

- Building a VPs section and securing broader club support from within the community
- Attracting more financial support and sponsorship from local business
- Conducting a proper senior, colts, youth and minis award ceremonies/events
- Acknowledging and publicising our members and teams' successes
- Attracting more volunteers and improving the volunteer culture
- Developing our coaches
- Communications with our membership and between officers
- Attracting more senior players
- Maintaining our website

All of the above are important because we are in the process (as many of you know) of securing the necessary funds to enable us to move to a brand new facility. Plans for this

facility are already in production and we are working to ensure that a formal planning application is submitted this year.

In order to begin work (once planning permission is in place) we will initially need to be able to put our hands on approximately £250,000. By doing also we unlock a further financial commitment from the landowner. With this in mind we will shortly begin a fairly comprehensive planning process which will reinvigorate and refocus our fundraising activities.

On behalf of the Committee, thank you to you all of you for your continued support. As the Chairman of this Club I am also in the charmed position of having the steadfast support of an exemplary committee. In particular, I'd like to thank them (Jim, Mick, Neil, Jonathan, Kate and Richard for their hard work and especially Marcus for his willingness to take on and deliver on so much more than he really should. We would not be where we are today without your commitment.

5. Treasurer's report (Audited annual accounts previously available)

Acceptance of the Treasurers Report

Proposer: Tim Kerr

Secunder: Doug Finbow

6. Development Report (Jim Hammond)

We were looking at two sites one at Hook Lane and the other at Aldham Common. We issued a report to see which one would be most feasible and Hook Lane was the preferred site. We then contracted LK2 a specialist sports consultancy to help us complete a detailed feasibility study for Hook Lane. This has now been completed and it is recommended that the Club move forward to complete a 5-year plan. This is also something LK2 will be contracted to complete. The plan will support our future application for funding. JH thanked CW for all his support in the process. We are now in a position where we have head of terms from Paul Price. The plans are in two phases. We need to initially raise £250,000 to support the build and we are confident we can. Further meetings between all stakeholders are taking place regularly over the next few months. We expect to submit a planning application in November. We could be in the new club-house by 2020. It is a great opportunity for us to be controlling our own destiny.

7. Election of officers and committee members

Office	Nominee	Proposed by	Seconded by
Chairman ©	Charles Warburton	Marcus Gallagher	Jonathon Moore
Youth Chairman ©	Marcus Gallagher	Richard Braybooke	Alison Kavanagh
Club Secretary ©	Kate Warburton	Charles Warburton	Marcus Gallagher
Club Captain	Neil Crisp	Kate Warburton	Tim Kerr
Development Officer ©	Jim Hammond	Charlie Warburton	Neil Crisp
Comms Officer ©	Joe Purcell	Neil Crisp	Marcus Gallagher
Treasurer ©	Marcus Gallagher and Craig Green	Charlie Warburton	Neil Farrow
Membership Secretary ©			
Sponsorship Secretary ©			
Social Secretary	Jonathon Moore	Mick Collins	Malaine Crisp
Strategy Officer ©	Richard Braybrooke	Marcus Gallagher	Mick Collins
VP Secretary	Chris Lander	Kate Warburton	Marcus Gallagher
Fixtures Secretary ©	Mick Collins	Jonathon Moore	Nikki Gaglagher
Youth Awards Coordinator			
Volunteer Coordinator (s)			
Mini Match Day Coordinator	Tiff Ransom	Charlie Warburton	Nikki Gallagher
Youth Fixture Coordinator			

Kitchen Manager + Asst	Josh Smith		
Safeguarding Officer	Tim Kerr	Neil Crisp	Kate Warburton
Kit Store Manager	Helen Fincham	Tiff Ransom	Nikki Gallagher
Coaching Co-ordinator ©	Mick Collins	Richard Braybrooke	Nikki Gallagher
School Liaison Officer	Dale Spooner	Neil crisp	Ryan
Asst. Safeguarding Officer	Alison Kavanagh	Tim Kerr	Kate Warburton
Press Officer			

8. Vote of thanks to the Committee (*Neil Farrow*)

Neil reiterated all the thank you's that Charlie made. He mentioned that most of the work goes on behind the scenes and a club like ours that is growing needs more and more people to step up. A big thank you to all the volunteers, to Charlie and the committee for their continued commitment and dedication to the club and let's hope for an even better season next year.

9. Meeting closed at 8.32pm.

10. Any other business

JM reminded people that it's the Soap Box race in a couple of weeks and welcomed any support in setting up and please come and support the day. It opens from 10am, races starting at 12.00.

NF asked about planning; Neil went to the consultation day in June 2016 and noticed that there were a lot of concerns raised about road access. JH reported that the 30mph limit on Pond Hall Road will likely move further out. We know that access to the housing development will probably not be off Hook lane, it will be from a new entrance east of Hook Lane off Pond Hall Road. Proposed footpath access is through the housing development off Station Road and not off Pond Hall Lane, which will help access for the high school.

DF is relocating to North Northumbria and he has lots of old club paperwork in his loft. JH offered to collect. He would still like to be kept in the loop even though he is away, and plans to return and support big events.

TR asked about the progress on an U9's coach for next year. MC said it was in hand.

AK asked, 'What's the progress on ladies' rugby at the club?' MC reported that we are building on the support we have given East Bergholt High School. We have identified a coach to support us at the club and we hope to start to invite ladies/girls to start training and playing at the club next season.

SH asked if there were any thoughts on our membership fee and structure. CW reported that the committee hasn't discussed membership fees for next season, but if we move it up it won't be a big increase. We think our fees are at a reasonable level already. CW wants committed members so a pay as you play option is not planned, although he is happy to have discussions on an individual basis.

DF asked about the David Bryce Award. Where has it gone? Richard Braybrooke was awarded it last. CW to chase.

JK asked 'When is the physio starting?' CW to confirm.

NF asked 'Can we invest in better tables and chairs?' and KW asked 'Can we invest in better kitchen tools?' CW looking into it. Committee agreed to discuss and look into alternatives.