

“Working together for Somerton through Rugby”



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Draft Minutes of SRFC 21st Annual General Meeting

Wednesday 12 June 2019 at Edgar Hall, Somerton, 7.00 pm

- 1) **Welcome & Introductions:** Paul Farmer welcomed all attendees to the AGM, and introduced the members of the Management Team who would be reporting at the meeting.
- 2) **Apologies:** Gary Saunders (GS) and Phil Waters (PH)
- 3) **Present:** Goff Rumbles (GR); Chris Palmer (CP); Paul Farmer (PF); Richard Worsdale (RW); Scott Godley (SG); Stephen Benn (SBenn); Dan Dury (DD); S Bomers (SB); Wes Finn (WF); Rob Pyne (RP); Jake Ralph (JR); Sue Palmer (SP); Mike Cox (MC); Elaine Cox (EC); Mark Patten (MP); Joel Bland (JB); Dan Ruddle (DR); Matt Crunden (MC); Keiron Wilce (KW); Liam Guest (LG); Darren Brownlie (DB); Toby Pitman (TP); Callum Lock (CL) and Henry O'Brien (HO'B).

4) Minutes of last AGM dated 18 June 2018:

PF provided a brief summary of the last AGM Minutes and all agreed they represented a true account of the meeting. The minutes were then duly signed by PF. PF then placed emphasis on the following areas:

Strategic Plan - This would be updated to reflect where the club is now in terms of its development since the original version was issued. PF would be liaising with CP who had a suggested template and CP would cover this in his Secretary's report.

Action: PF/CP to produce draft revised Strategic Plan.

First Aid Provision: PF confirmed that our response to first aid needed to be more robust and we needed to have more trained first aiders trained up and available at games with a defined duty rota in place. JR and CL to undertake training ASAP and anyone else who wanted to be part of the first aid team to let PF know.

Action: Any additional members who wished to be trained in first aid and attend games to let PF know.

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New Container: PF confirmed much discussion had taken place at Management Team (MT) meetings in the past regarding container improvements offering increased storage and refreshment provision opportunities. PF suggested this was an area that needed to be resolved ASAP and the MT would be considering this over the coming months. MC confirmed that a useful wooden building at a local Somerton School may become available in the future if the new school gets approval. MC to keep abreast of this and report back.

Actions: 1) MT to consider options and expedite a plan; 2) MC to keep MT informed of wooden structure situation.

5) Chairman’s Report:

PF went through his report, the main items being:

- 1) Minis Section development experienced some frustration last season, however, with the brilliant efforts of DD who got things moving again at the start of this season we were able to maintain our minis Sunday morning sessions throughout this season ending with 20 of our minis demonstrating their skills at the 10’s Festival in April. PF thanked DD and all the other members of our club who made this possible.
- 2) U18 Girls rugby was made possible via the successful partnership arrangement in place with Yeovil and the commitment of SBenn. The team played 13, won 9 and lost 4. They also reached the semi-final of the U18 Girls National Area 1 Cup and won SRFC’s 10’s Festival. 3 girls were selected to represent Somerset U18’s and one of our girls was selected to attend the England U18 squad. In the forthcoming season we will try and make progress developing an U12 side in association with Scott Valente at Huish Academy and the feeder schools into Huish. PF confirmed this level of success was really putting SRFC on the map and thanked everyone for making this possible and looked forward to another successful year ahead.
- 3) Seniors - PF confirmed that we had set a target of being in the top 4 of the league this season again. However, due to a number of circumstances, this did not happen but congratulated all the senior players on finishing the season in 6th place. The team played 20 - Won 9 - Lost 10 - drew 1.

Training numbers were excellent throughout this season and continue to grow. The development of a 2nd XV in the coming season has to be a realistic target for the club.

- 5) Social - PF reported on the success enjoyed in raising the profile of the club this season throughout our community through hosting pre-season rounders, supporting the Christmas Market, our local Scouts and we had over 50 people attending our Christmas dinner. At the end of the season we hosted the 10’s Festival which was a tremendous success despite being let down by two local sides at the last minute. We finished the season with our 20th Anniversary Ball with 157 people attending. PF extended his sincere thanks to everyone who made these things happen bringing great credit to our club.

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- 6) Our Club - PF stated he believed Somerton RFC to be in the strongest position to date since his involvement with the club, both on and off the field, and this development continues.

PF thanked everyone for their commitment and effort on behalf of SRFC.

6) Treasurer’s Report:

PF went through his Financial Report as previously circulated and provided the following summary as of 31 May 2019:

1. Balance on Trade account = £34,115.23
2. Balance on Tour account = £ 48.57
3. Profit & Loss Year To Date (YTD) (end of MAY 2019)

	Actual	Budget	Variance
a. Income	£42,750	£41,830	£920
b. Costs	£47,556.	£39,301	(£8,255)
c. Variance	(£4,806).	£2,529	(£7.335)

At the end of May and our financial year we are (€7,335) short of our target YTD .

Income: ALL FIGURES ARE YTD:

1. MEMBERSHIP

- a. Social membership was (€720) short of target. This area needs to be re-addressed next season.

2. OTHERS

- a. Our main area of income shortfall was our own fund raising:-
 - i. (€460) Short on our pre Christmas events income
 - ii. (€1,000) Short of our pre Easter events income
 - iii. (€600) Short of club fund raising events
 - iv. (€1,260) Short of our RFU Grand draw tickets sales

Costs: - ALL FIGURES ARE YTD

1. SALES

- a. We experienced an overspend on merchandise sales by (€1,669) but have sales income of £3,180 giving us a net profit of £1,011

2. EVENTS

- a. The lack of income (see above) on some of our social events has meant that there are no costs also, however, our two flagship events of this season have both incurred significant costs.
- b. 10’s Festival will have cost us financially (€1,354). PF believes we are still waiting on a token contribution from the Milkmaid arms. Two teams let the club down through non-attendance (Tom Stanley & Martock RFC) so this shortfall would have been smaller. However, PF confirmed the day was a

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great success and the club gained a lot of positive PR from the attending teams.

- c. The 20th Anniversary Ball will have cost (£4,309). This is a cost PF was prepared to take as it was for a special event and we had some large expense items, (the shortfall is the same amount as the Catering costs). There will be approximately £1500 of VAT to claim back on the costs.

3. CHAIRMANS EXPENSES

- a. We have a (£5160) overspend on Chairman’s expenses, this is due to the following being allocated to this cost code:-
 - i. Planning Application Fee paid by CP
 - ii. Software for mapping paid by JR
 - iii. £5000.00 Donation to the RGMC for the upgrade of the Muga.

SUMMARY:

If we take the donation to the RGMC for the Muga upgrade out of the accounts we would have made a loss of (£2335) this season and all that comes from our own lack of fundraising and events.

If we had achieved the same level of RFU grand draw tickets as last season we would have seen this shortfall reduced to (£1500)

All the figures in this report come from our Profit & Loss summary. All paperwork will be handed to our accountants for them to formalise our accounts for the RFU and HMRC.

DD confirmed that the £5k the club provided in support of the MUGA has guaranteed training sessions for the next 4-years so this was prudent to point out.

RW asked whether our expectations regarding the Ball and 10’s events, in terms of costs/losses had been realistic? PF confirmed the Ball had made more of a loss than expected. CP offered the view that sometimes we need to take a ‘leap of faith’ in order to succeed in putting on such events. This was a special year for the club in that the Ball marked its 20th anniversary year and it was, indeed a very memorable event worthy of the occasion. CP also suggested that the ‘kudos’ this event had brought the club in the rugby world is a huge achievement in itself which would not have been the case had we not run the event.

SBenn confirmed that if all teams had actually turned up at the 10’s Festival we would have made a profit. Bar profits didn’t materialise as expected due to weather conditions and, as always, there are always lessons to learn to take on board for the future.

7) Secretary’s Report:

CP went through his report, previously circulated, confirming the following:

CP thanked everyone associated with the club for their continued support and effort provided over the last season with particular thanks to his Management Team colleagues.

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CP confirmed the club is fortunate to occupy such a strong position within the Somerset RFU fraternity, and our community, and can feel justifiably proud of what the club has achieved in its relatively short history with the 20th anniversary milestone reached this year being appropriately celebrated in May. For a small club we really do punch above our weight and that is most surely due to the passion we have in abundance within our membership so well done to everyone for making this so.

CP highlighted the following areas:

1) **Safeguarding** - CP confirmed good progress has been made in terms of complying with our safeguarding responsibilities this season. This is a key area for everyone associated with the club and it is incumbent on us all to remain abreast of best practice to ensure safe playing conditions are followed. Thanks to SBenn for his lead on this key area.

2) **Recreation Ground Management Committee (RGMC)** - CP acknowledged JR's contribution as our representative on the RGMC to ensure we have a strong presence, and influence on it. The support given by the club to the newly refurbished MUGA facility is a good example of what has been achieved and JR's attuned negotiation skills were instrumental in making this happen. CP thanked JR for his efforts on behalf of the club.

3) **Floodlighting/Ball-Stop Netting** - CP provided a summary of the planning application submitted in October 2018 in conjunction with Somerton Town Council, for the provision of 8 Floodlights around our rugby pitch along with ball-stop netting to keep balls entering the new David Wilson homes.

Through liaison with David Wilson Homes management, the ball-stop netting was provided by them at no cost to the club and the planning application costs were recovered via a grant awarded by Somerton Town Council which was an excellent outcome.

Additionally, a 'Foundation Grant' application bid was completed and submitted to England Rugby requesting support for the floodlighting if planning approval was achieved. CP was pleased to confirm that a grant of £5000 was awarded to the club from England Rugby and although the official approval documentation has yet to be received, on speaking to the planning case officer recently she confirmed that the application will be approved. This will be of huge benefit to the club in the coming years enabling further development and progress to be made.

4) **Recruitment and Retention Grant** - CP provided an update on other grant opportunity routes that he and GR had been successful in securing which amounted to a total of £600 via two separate 'Recruitment and Retention' grants from Somerset RFU this season. CP confirmed it is important for everyone associated with the club to acknowledge how important it is that every opportunity to secure this kind of additional funding is taken to enable our club to move forward.

5) **Strategic Plan** - CP confirmed it was his intention to produce an annual Club Development Plan (CDP) from now on as the current Strategic Plan was in need of updating that would be put before the MT for consideration. This CDP

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will be signed off by the MT as a whole each year. The current Strategic Plan is live until 2020 and remains the ‘parent document’ that we work to as our main strategic priorities remain unchanged, for instance:

Objective 1

To remain financially viable

Objective 2

Attract and develop community based participation

Objective 3

Improve existing facility

Objective 4

Develop a stable player base

CP confirmed that there is no doubt that significant progress has been made against these strategic priorities over recent years and they will always remain key drivers for us. However, flexibility was also an important element of our strategic thinking and the document was always meant to be ‘fluid’ in terms of its execution. This means that the MT is able to set additional objectives over the short, medium and long term and these can be delivered during timescales agreed. This is where the annual Club Development Plan comes in with headings such as:

Priority or Project Area

Objective

Success Criteria

Resources and Costs

Progress/Status

Lead/Owners

Again, the CDP will be a live document and can change/be updated over the course of the year with some more complex projects inevitably being carried forward to the year after or be categorised as longer, perhaps, 2-year projects from the outset.

6) **Discipline Policy** - CP confirmed a draft discipline policy has been produced and will be considered by the MT over the coming weeks. It is hoped that both documents will be ratified and become live for the start of the next season.

7) **Media Coverage** - CP reported that media coverage this season was probably not as good as that enjoyed in previous seasons. This was mainly due to constant changes in personnel being made by the likes of the Western Gazette/Mid Somerset News and deadline changes for receipt of reports constantly changing. This had made opportunities for coverage more difficult, however, some good coverage was secured for some of the bigger events run such as the 10’s Festival and approximately six match reports. CP hope the contacts for next season remain on a more stable footing so that a good rapport can be developed.

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CP looked forward to another successful and enjoyable season ahead of us and hoped we could all, once again, enjoy the same high level of engagement from everyone that makes Somerton RFC the club it is.

8) Election of Officers:

The table below details the current Management Team officials and identifies those members who were duly proposed and seconded to undertake the official Club roles for the 2019/20 period. All members proposed and seconded confirmed their willingness to undertake these roles permanently or temporarily in some cases due to prevailing circumstances.

Position	Current holder	Seeking re-election Yes/No	Proposed Nominee(s)	Proposed by	Seconded by
President	Goff Rumbles	Yes	Goff Rumbles	Paul Farmer	Steve Bomers
Chairman	Paul Farmer	Yes	Paul Farmer	Chris Palmer	Dan Dury
Vice-Chairman	Stephen Benn	Yes	Stephen Benn	Richard Worsdale	Liam Guest
Treasurer	Paul Farmer	Yes	Paul Farmer	Stephen Benn	Dan Dury
Secretary	Chris Palmer	Yes	Chris Palmer	Paul Farmer	Wes Finn
Club Captain	Richard Worsdale	Yes	Richard Worsdale	Scott Godley	Stephen Benn
1 st XV Captain	Gary Saunders	No	Rob Pyne	Dan Dury	Paul Farmer
Senior Coach	Gary Saunders	Yes	Gary Saunders	Paul Farmer	Steve Bomers
2nd Team Captain	New Post	N/A	Left open for Senior Coach/Club Captain to determine dependent on numbers - Flexible approach		
2nd Team Coach/Manager	New Post	N/A	Steve Bomers but as above applies	Paul Farmer	Richard Worsdale
Junior Captain	Emily Foster-Godley	No	Jessica Benn	Emily Foster-Godley	Scott Godley
Junior Coach/Manager	Stephen Benn	Yes	Stephen Benn	Steve Bomers	Richard Worsdale

Welfare/ Safeguarding	Stephen Benn	Yes	Stephen Benn	Paul Farmer	Richard Worsdale
Press/Media	Chris Palmer	Yes	Chris Palmer	Richard Worsdale	Steve Bomers
Fixtures Secretary	Steve Bomers	Yes	Steve Bomers	Paul Farmer	Dan Dury
Social Secretary	James Burrows	No	Wes Finn - with help from formed committee	Dan Dury	Richard Worsdale
Data & Membership Secretary	Scott Godley	Yes	Scott Godley	Paul Farmer	Steve Bomers
Grants Secretary	Goff Rumbles	Yes	Goff Rumbles	Chris Palmer	Paul Farmer
Marketing Secretary	Scott Godley/ Jacob Ralph	Yes (with JR taking lead)	Jacob Ralph with assistance from Scott Godley	Paul Farmer	Stephen Benn
Kit and Maintenance Manager	Richard Worsdale	Yes	Richard Worsdale	Paul Farmer	Chris Palmer
International Ticket Secretary	Jon Rapley	Yes	Jon Rapley	Chris Palmer	Goff Rumbles
Co-option 1	Dan Dury	Yes	Dan Dury	Richard Worsdale	Paul Farmer
Co-option 2	Jacob Ralph (RGMC)	Yes	Jacob Ralph	Paul Farmer	Steve Bomers
Co-option 3					

9) Resolutions

CP informed the attending members that the Management Team had not received any proposed resolution(s) submitted in accordance with section 10.2 of the Club Constitution.

10) Club Awards 2018/19

The following awards were presented:

Clubman of the Year (2 awards): Dan Dury and Steve Benn

Young Clubman of the Year (2 awards): Wallace Hunt and Luke Stimpson

Coaches Player of the Year: Dan Dury

Players Player of the Year (2 awards): Dan Dury and Dan Ruddle

Most Improved Player: Elliot Reed

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Mitsubishi Award for significant off-pitch contribution: Mike and Elaine Cox

11) Any Other Business

1) GR took the opportunity to thank everyone associated with the club for all the support and effort this season. He confirmed that he hoped to be around a lot more next season and wished everyone well.

2) MC took the opportunity to thank everyone for their support during his recent hospitalisation, he was extremely grateful for all the visits and best wishes received. This level of support was greatly appreciated.

3) DD asked when were we going to get the go-ahead with the lights etc? CP confirmed that the delays experienced should be over very soon and reiterated the fact that his conversations with the case officer indicated she was ready to approve imminently. Once permission was received, we just had to look into whether Buildings Regulations approval was necessary.

SG asked whether Friday matches were possible once the lighting was in place? CP confirmed that the permission sought was only for training sessions twice per week not matches. This was as a consequence of discussions between himself and RFU representatives being mindful of impact on neighbours close to the site.

4) SBenn took the opportunity to thank JB and MC for the support they provided for the 10's Festival and also extended this to everyone who helped out and made the event possible.

5) CP confirmed he had been in contact with Matt Bray our RDO to see whether he would be able to provide a session on Concussion awareness for our club. CP along with GR had attended the meeting of clubs at Midsomer Norton RFC recently and Matt's session was excellent. CP confirmed Matt's willingness to do so if everyone in the club was happy to support this? After further discussion it was agreed to give this more thought and the MT would make a decision.

Action: MT to discuss and report back.

6) PF confirmed that the rounders competition had started and that he had watched it last Thursday and thought it was extremely competitive. Kieron Wilce was our captain and if anyone wanted to engage to contact him. Somerton Scouts are also involved and a BBQ is planned when the event concludes.

7) PF confirmed that this coming Saturday saw the Somerton Festival taking place. The organisers had asked if our club would run the skittles? This meant we would be responsible for collecting all that was required from Pitney and RW could provide a trailer to do so. We would need to run the event from 12.00 - 4.00 pm. Contact PF if you can help.

Action: Anyone who could help on the day to contact PF.

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8) PF confirmed the new kit mock ups had been seen by the MT and their preferred design had been sourced and this would be available soon.

9) PF suggested that we produce a brief history of the club if everyone supported this. PF had had discussion with MP and he was willing to get involved. PF asked GR if could also assist and GR confirmed he would. Everyone thought this was a good idea.

Action: MP/GR to coordinate.

10) DD confirmed that training starts on 2 July at 7.00 pm.

12) Thanks/Closure:

PF thanked everyone for their attendance and brought the meeting to a close at 8.10 pm.