



## Sebert Wood FC – Committee Meeting

10th July 2018, 7pm @ School Office

**Attendee's** - Peter Dewhurst; Chairperson (PD), Richard Savory; Secretary/Welfare Officer (RS), Paul Rayner; Treasurer (PR), David Cross; Fixtures Secretary (DC), Andy Dilks; Year 4 Representative (AD), Chris Drewery; Year 4 Manager (CD), Ant Proctor; Year 2 Representative (AP), Stewart Curtis; Year 1 Representative (SC).

**Apologies** - Stephen Heathcock; Year 5 Representative (SH), Dan Claxton; Reception Representative (DC)

At the beginning of the meeting it was clarified from the previous meeting that the elected committee would consist of the chair, treasurer, secretary, and welfare officer, plus one representative per year group. The secretary role had been split into secretary and fixtures secretary and the first AGM would be held in March/April 2019.

### **Matters arising-**

#### **Finances & Accounts -**

- 1.) PR provided a Treasurer's Report (**PR to circulate**). A fee of £100/year had been agreed with Abbeycroft Leisure for the use of Heldhaw Road, and as yet no charges had been raised by Moreton Hall Community Centre/YFC for the use of the Community Centre field.
- 2.) It was agreed that the fees for the 2018/19 season would be increased to £40 per child, or £30 for any subsequent younger siblings, increasing from £35 and £25 respectively. Children of coach volunteer's would continue to be Free of Charge with this being at the discretion of the committee subject to the level of commitment each volunteer was able to provide i.e direct involvement in the delivery of training for the majority of term-time weekend throughout the year.
- 3.) It was agreed that with the exception of Reception/Year 1, all year groups would receive a budget equivalent to 40% of their registration fees to

manage at their own discretion e.g additional equipment, subsidising match day kit's and training wear for players and coaches. The remaining 60% would cover central club costs to include pitch hire and maintenance, christmas party, entry fees and affiliation fees, insurance, CRC disclosures, match goals, and end of season trophies and medals. Should these funds not be fully spent any remaining balance would stay with that year group and be rolled over for them to use the following year. Reception and Year 1 will be excluded from this arrangement on the basis that the club will outlay a significant proportion of this year group registration fees to purchase initial start-up equipment which would remain with them for the remaining 6 years.

### **SFA and BSEDPSFL affiliation and league entries -**

- 1.) RS confirmed that affiliation to the SFA had been completed, and that registration to the BSEDPSFL on the basis of 3x Under 11 teams; Sebert Wood (Year 6), and Sebert Wood Rangers & United (Both Year 5), Year 5 Rangers and United, and 2x Under 9 teams; Sebert Wood Wanderers and Sebert Wood Athletic (Both Year 4)
- 2.) SH was unable to attend the meeting and had previously indicated that there would be insufficient coaches and children available for a year 6 team to operate in 2018/19. RS has requested clarification from the league as to when they need final confirmation of entries without it adversely affecting the league set-up. *(Since the meeting RS has had an indication from Mike Day that he would be willing to run this year group if he can gain interest from other parents and children)*. DC as Fixtures Secretary is the named club contact with the League Secretary. **To be reviewed and AP/PD to consider ParentMail to year 6 parents in September.**

### **Pitch allocation-**

- 1.) Following previous correspondence to confirm agreement PR has made arrangement for the use of the 11-a-side pitch at Heldhaw Road to be used for training purposes only. On the assumption that there would be no Year 6 team in operation that Years 4 & 5 would use the 2x 7-a-side pitches at Moreton Hall Community Centre, Year's 2 & 3 would use Heldhaw Road with adequate space for 1-2 other year group overflowing onto this pitch if required, and Reception/Year 1 using,
- 2.) **PD and AP agreed to go away and review the current wear and tear and general condition of the school field and measure up to see if this could accommodate one or more 5-a-side pitch** for Year 2 and 3 Friendly matches or in the event that planning goes ahead for the Moreton Hall Community Centre car park to be extended onto the current Reception/Year 1 pitch.
- 3.) There is no current update on the planning application to extend the Moreton Hall Community Centre car park.
- 4.) DC championed the use of TeamStuff and would go away and look at how this could be set-up across all year groups. **DC to create and then each year group to confirm lead coach for App.** 3 current year groups were using the App.

### **Safeguarding, Coaches List & CRC disclosures**

- 1.) RS gave an update on CRC status of current coaches. **CD to renew. RS to send link. All current reception coaches to obtain CRC disclosure before September. PR due to expire in November. PR/AP to confirm DBS date for Chris Morris.** Agreed that if a year group does not have CRC cover the cannot train. £10 charge for disclosure to be reimbursed via PR.
- 2.) Newsletter to go out with player registration documents regarding the constitution of the club. **PR to draft.**
- 3.) **RS to update player registration form to meet GDPR requirement. RS shared example from Hardwick which PD agreed to check the wording before this is issued in September.**
- 4.) Club to adopt basic principles of FA template safeguarding policy. **RS to draft for review.**

#### **AOB**

- 1.) Indication from current Reception coaches is that they are uncomfortable/cannot commit to delivering training for next years Year 1 and incoming Reception. RS has set-up facebook page for incoming Reception team. **AP/PD to arrange Parent Mail to next year's Reception intake to gain interest and to identify potential volunteer coaches with RS's as the contact for enquiries.**
- 2.) PD recommended a link on the school website to Football Club information as per FOSW. **Content to be supplied to PD**
- 3.) Coach ratio discussed and agreed as 1:5 as a guideline.

Date of Next Meeting TBC