



## **Sebert Wood FC – Committee Meeting**

Tuesday 30th October 2018, 7pm @ School Office

**Attendee's** - Peter Dewhurst; Chairperson (PD), Richard Savory; Secretary/Welfare Officer (RS), Paul Rayner; Treasurer (PR), David Cross; Fixtures Secretary (DCr), Andy Dilks; Year 5 (AD), Chris Drewery; Year 4 (CD), Ant Proctor; Year 3 (AP), Stewart Curtis; Year 2 (SC), Ross Goodfellow, Reception (RG)

**Apologies** - Peter Thompson; Year 6 (SH), Dan Claxton; Year 1 (DCI)

### **Matters arising-**

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

- PR provided a copy of the completed 2017/2018 accounts.
- PR provided summary of status of 2018/2019 accounts - Year's 2-6 have funds available from registration subs to spend at their discretion. PR has the breakdown of available funds.
- Reception & Year 1 subs will cover the cost of initial supply of equipment and therefore no other funds are available for these year groups.
- Expenditure still pending/unknown includes tournament fee's, Christmas, end of year awards/presentations, and pitch hire to Moreton Hall Youths for Community Centre pitches.

#### **Player Registration -**

- PR has forwarded a list of registered players to each year group.
- Year 6 registration paperwork and payments are pending as a result of this year group's start date being delayed. PT to supply to PR ASAP.
- Year 1 current only have 3 players registered which does not reflect the number of children taking part. RS to supply additional forms to parents. Although no payment is required, coaches need to complete and return a registration form for their own children.

### **Pitch allocation/availability update-**

- The use of Heldhaw Road playing field is working well
- DCr is coordinating the shared use of the two 7v7 pitches at Moreton Hall Community Centre between years 4,5, and 6. It was agreed that the school field and or Heldhaw Road would be used as overflow and that the school field did not current need marking out for matches although PD has the pitch dimensions if required.
- There was no further update on the proposed car park extension at Moreton Hall Community Centre which could impact on the current 5vs5 pitch. This pitch is also now being used by Moreton Hall Youth FC on Sunday mornings.

### **Safeguarding, Coaches List & CRC's**

- 10 coaches have renewed or completed CRC's since the start of the season and details have been uploaded to the FA Club Portal and all coaches from Year's 2-6 have now completed CRC's.
- PR's DBS is due to expire and new CRC has been submitted.
- RG has been CRC checked for reception, in addition to Sue Bull if required to assist. Chris Arrow and David Jenkins who have also now volunteered for this year group are pending checks.
- If Matt Smith is being listed as a Year 1 coach he will also need to complete a CRC.
- RS highlighted FA safeguarding requirement was for all coaches to have a CRC to have completed the FA Safeguarding workshop. This workshop would be at a cost of £25 per coach which has not been budgeted for. In the meantime RS to circulate online training module that all coaches can complete free of charge.
- SFA will be doing verification visits to check that player and coach records match what has been submitted to them by the club.
- RS raised recent safeguarding concerns within primary school league affiliated club

### **Coach education and training**

- Level 1 coaching course @ Walsham being organised by the BDPSFL was discussed. Date are from Sunday 25th November onwards at a cost of £130-£140. The FA recommendation is a minimum of 1 qualified coach per year group. This course would need to be either self-funded taken out of the relevant year group funds with that year group agreement, although RS was attempting to gain local council or FA funding for this or future training. RS to recirculate link to team managers.

### **AOB**

- RG raised provision of first aid supplies. PR to place order to new kits Years 1, 4, 5 and 6 through central budget.
- Content for school website to be sent to PD including signed constitution, child protection policy, along with FA best practise and code of conduct information.

- PR to enquire about hire of Skyliner Sports Centre for Christmas party on 15th December
- School have sourced 14 kits through funding from the Premier League. It was agreed that these would go to Year 1 as a match day kit and remain the property of the school/club to be passed down at the end of the season. These will be issued when all current Revolution Fitness sponsored kits are returned.
- RS queried under 10 girls team listed under the clubs affiliation. PD to investigate further.
- Date of next meeting agreed as January 2019. Date and time to be agreed.
- 1st AGM to be scheduled for March 2019.