

CF10 ARMS PARK RUGBY TRUST

MINUTES OF TWENTY NINTH MEETING OF THE BOARD OF DIRECTORS

HELD AT CARDIFF ATHLETIC CLUB, CARDIFF ARMS PARK ON

THURSDAY 15 AUGUST 2019 COMMENCING AT 7PM

PRESENT

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

Observers: Andy Baker;

Apologies: Sally Carter; Neil Harries; Martin Hughes; Viv Jones; Anthony Lewis; James Lewis; Dan Pearce; Matt Sutton; Sion Williams;

ITEM		ACTION
1	Chair's introductory remarks and apologies for absence DA welcomed AB back following a period of illness; he had been missed and DA wished him well. Apologies for absence were noted. DA said that the focus of the meeting would be the marketing plan and feedback following the meeting with Cardiff Blues about the open letter.	
2	Minutes of the Board meeting held on Thursday 18 July 2019 AGREED	
3	Matters Arising and Actions Item 3 – Proxy shares now amounted to 37, 050. Item 3 – There was nothing further to report in relation to contact with Cllr Ali. Item 3 – DA reported that he no longer intended to chase NG regarding a meeting about community development. Item 11 – CBSC: HJ reported that he had met with James Lewis the Interim Chair of CBSC. JL would be standing in for David Ellsmere on a temporary basis and it was agreed that all papers/correspondence would be sent to him for him for now.	
4	Membership/Marketing 4.1 Plan DA reported that in relation to Objective 4 of the Marketing/Membership Plan, CBL had said that they were not prepared to email/mail season members with CF10 joining information. The draft leaflet which tabled at the last meeting was discussed. The group felt it was an excellent piece of work. SB said he wanted to tighten up some of the text and have the Welsh language elements checked. He would then re-	

	<p>5.2 CBL Articles</p> <p>Advice had been received about the articles. It was possible for a NED (Supporter Director) to be nominated via an AGM. However, CF10 had agreed to park the SD issue for now in order to give AJ the opportunity to restructure the board.</p> <p>In the meantime, a job description for a Supporter Director would be drafted and consideration given to how an election from supporters could be administered.</p> <p>Hayley Parsons and Alan Williams have been appointed as new NEDs on the CBL board while Sam Warburton and Martyn Williams will be attending as observers. It was agreed that a congratulatory email would be sent to both HP and AW following their appointment.</p>	<p>DA</p> <p>DA</p>
6	<p>Cardiff RFC</p> <p>It was agreed that CF10 would continue to sponsor a player next year (£60).</p>	DR
7	<p>Community Development</p> <p>Discussed above.</p>	
8	<p>Working Groups</p> <p>8.1 Heritage</p> <p>A paper is planned to be presented at the Sporting Heritage Conference in October.</p> <p>Oral history interviews are planned with Sir Gareth Edwards and hopefully Gerald Davies. Efforts are being made to contact Nicky Robinson.</p> <p>A tape of Mike Brown's interview with Bleddyn Williams has been found.</p> <p>8.2 Communications</p> <p>No specific issues to report. LG would undertake the post-meeting video</p> <p>Complaints from residents about music noise from the Pack Bar following the relocation of the gym have been passed to RH. He was aware of the issue.</p> <p>8.3 Welsh Language</p> <p>SB to discuss website translation material with SW</p>	<p>SB</p> <p>LG</p> <p>SB/SW</p>
9	<p>Finance Report</p> <p>DR reported that total available funds stood at £1802.01 (£1733.07 in the bank, £68.94 with Paypal).</p>	
10	<p>Governance Action Plan August 2019</p> <p>AB reported that he would make best endeavours to finalise the new website. A new sign-up system and Welsh language capability were still to be done. AC was considering the security of the standalone database and would report to the next meeting.</p>	<p>AB</p> <p>AC</p>
11	<p>Other Identified Business</p> <p>None</p>	
12	<p>Date and time of next meeting</p>	

	Thursday 19 September 2019 commencing at 7pm	
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