
Special General Meeting

DATE: 20th March 2019

Venue: Belgrave RFC

Start Time: 1900 hrs.

Minutes of the Special General Meeting held at Belgrave RFC – 20th March 2019

Present:

P. Green - Chair Exec Committee	K. Hick - Competitions
S. Rice - President	A Macdonell - RDO
B. Crellin - President Elect	P Milton - CSC
P.A. Howard - RFU Council	P Smith - Leicestershire Schools
K. Whitcombe - Hon. Secretary	M.J. Ross - Past President
J. Allen - Privileged Person	R Green - Past President
Helen Wrihten - Exec Committee	J Thawley - Privileged Person
Gail Bates - Exec Committee	H Ginvert – Privileged Person
Aylestone St James RFC	Oakham RFC
Belgrave RFC	Shepshed RFC
Hinckley RFC	South Leicester RFC
Leicester Medics	Stoneygate RFC
Leicestershire and Rutland Light Blues	Syston RFC
Lutterworth RFC	Vipers RFC
Oadby Wyggs RFC	

Apologies:

I Roberts - Past President	A Beevers – Oadby Wyggs
J Swift - Vice President	R Foxon
K Whitehead - Privileged Person	T Brink
E Barker - Privileged Person	A Stander
R Tyler	J Goddard - Past President
G Donnelly	M Eames - Privileged Person
R Eames - Privileged Person	G Clark
M Elliott – Referees Society	D Toon - Exec Committee
W Wrihten - Competitions	M Powell - Exec Committee
R Hickson	N White – Coalville
Alan Royer – RFU	Eddie Gregory – Market Harborough
Katrina McNamee	

Paul Green, Chairman welcomed everyone to the meeting

Agenda

1.0 Apologies for Absence:

1.1 Apologies for absence as above.

2.0 Minutes of the General Meeting dated 28th November 2018

2.1 The minutes were agreed as a true and accurate record proposed by Steve Rice and seconded by Nick Langridge.



3.0 Actions/Matters arising from the minutes of the 28th November 2018

3.1 Nick Langridge had highlighted a recent visit to Lutterworth RFC from the Tigers re: Project rugby. A meeting is being organised regarding the latter with Scott Clarke. There has been no visit to date however we are in dialogue with the Tigers regarding the County Cup Finals.

3.2 We continue to work on the financial position of the County. The membership was also informed that the RFU after almost a decade are moving away from the PFR and are introducing the LRP (Local Rugby Plan) which will be, we are informed, smart effective and efficient.

3.3. There were no further matters.

4.0 Election of the RFU Council Member and Tenure

4.1 Letters had been sent out to all clubs asking for nominations for the next RFU Council Member. There was only one nomination from Oadby Wyggestonian RFC nominating Peter Howard seconded by Birstall RFC. With no further nominations it was proposed that Peter Howard be elected to the role of Leicestershire's RFU Council Member with a tenure 3 years. The membership duly elected Peter Howard.

5.0 Honorary Secretary Report

5.1 Club Tour forms have started to come through and are being endorsed accordingly.

5.2 Community Updates continue to be circulated clubs should note these documents as they are an RFU platform for mass dissemination of information.

5.3 There has been a slight issue with AGR Playing Up and Down forms. Please feed back to clubs that the AGR Code of Practice should be read in conjunction with regulation 15 as Clubs are leaving themselves vulnerable in this area of business

5.4 Peter Howard RFU Representative, pointed out that paying player forms needed to be returned by the end of June (information in Community Update). HMRC are scrutinising all levels of the club game.

6.0 Fiscal Matters

6.1 We still have no Treasurer despite numerous attempts to recruit. We have drawn up a new role description reflecting the current working practices with the Bookkeeper and admin support. The latter has been mentioned in Club visits, and we have spoken to other Treasurers and asked for assistance from the RFU. We are aware that other CBs are also struggling to recruit in this area of business. To date we have had no one interested in the role. The chair appealed to the membership to see if they can recommend anyone. Anyone interested should in the first instance contact Paul Green for the Job Description. It was however suggested to look towards those Trainee Accountants as a source of recruitment for a Treasurer.

6.2 Paul Green confirmed that we have employed a Bookkeeper on a part-time basis assisted by Helen Wrighten our administrator. The accounts are being transferred to an



updated version of Sage and will reflect the headings of the PFR. We were hoping to have Katrina McNamee with us tonight but was unable to attend.

6.3 We have to date received 3 PFR payments from the RFU and are unlikely to get payment for quarter 4 at present as we need to review our expenditure and value for money position. A PFR meeting has been arranged to discuss the latter with the RFU

6.4 There has been an increase in spend which is due to sustaining rugby at all levels. Medical cover as per the guidelines has seen an increase in spend. Currently £5,000 against a budget of £3,000. There is also a high spend on kit, but we are gaining control. However, our players usually ask two questions when coming through the door of representative rugby, 1) Do I get paid? 2) What do I get for free? The conclusion is that maintaining representative rugby at every level is unsustainable.

6.5 There has been some spend from the Unity Project fund as we hosted 3 representatives from Croatia in February along with Warwickshire. They visited several clubs, attended a mini conference outlining the way the CB's do business, and why people volunteer. Several grassroots games were attended, and their visit was capped with a trip to Twickenham.

6.6 Administration costs are online with the budget and there has been a slight decrease in the meeting room costs due to now having our own office/meeting facilities.

6.7 The bank is running at circa £36,000 in the current account and £71,000 in the building society account. A summary of the accounts is to be circulated with the minutes.

6.8 Discussion took place regarding the RFU quarter 4 payment that hadn't been received by the end of last year and if that had been included in this year's income. It was confirmed that it had been received and has been shown in last years accounts.

6.9 Malcolm Ross asked about the Community Rugby cuts of 4.5 million. Paul Green mentioned that there will be cuts. We are working on a pro-rata reduction, but we are yet to be told where. Until we meet with Alan Royer, we won't know the full extent, but we may have to cut 2 representative sides. The Hon-Sec confirmed that savings will need to be made and currently the senior men are costing us a ballpark figure of £5,000 plus physio costs at £3,000. Club engagement is needed in order to ascertain the programme we want in Leicestershire.

6.9a Malcolm Ross asked if we are looking at making a loss this season. Paul Green confirmed we are looking to break even. The Hon-Sec reiterated that if we must keep dipping in our reserves, we will only have funding for 2/3 seasons.

6.9b The Hon-Sec mentioned that we could be possibly looking at the CB being structured into areas, or as they used to be known, divisions. Steve Rice asked if there had been an official statement to that effect. Paul Green confirmed that not at the moment.

6.9c Steve Rice mentioned that there has been no growth in the game. Paul Green said that we are struggling to maintain the men's game, but the women's and girls' game has grown with success. Henry Ginvert commented on the AGP at LFE was supporting football.



6.9d It was mentioned at the AGM that one area we needed to take control of was the kit and John Allen said one person needs to take control. Paul Green confirmed that a process is now in place and working.

7.0 Nominations of Officers and Exec Committee Members 2019-2020

7.1 The Hon Sec confirmed that letters have gone out with a flyer (what the CB is all about) to Club Hon-Secs. Closing date for nominations is the 30th April 2019. Elections will be at the AGM on the 30th June. Please encourage anyone with aspiration to apply.

8.0 Any Other Business

8.1 Phil Smith informed the meeting that they will be celebrating 125 years of Schools Rugby on the 31st August 2019. There is a dinner at Leicester Tigers on Friday 30th August where past and present players have been invited like Dean Richards along with committee members etc. We are the oldest Schools Union in the world but not sure for how much longer

8.2 Gail Bates had sent out a survey to 20,000 members via GMS can you please encourage everyone aged over 18 to complete it. Its available on the LRU website news section and social media. The survey will remain live until the end of March.

8.3 The Hon-Sec confirmed that the County Cup Finals for Mens and Colts will be on Tuesday 7th May at Welford Road.

8.4 Phil Smith confirmed that the Schools U16 Cup and Plate finals were played last Thursday on the AGP.

There being no further business the meeting closed at 20:10

Signed

Date



**LEICESTERSHIRE
RUGBY UNION**

Actions to Be Completed

New/ Ongoing Actions		Responsible	Completion Date	Action Result/Outcome
1	PFR Group to meet and discuss the Q4 payment	Hon Sec		
2	Seek to recruit a Treasurer	All		
3	Review of Representative Rugby	Exec/Dev Officer		
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