



CARLISLE RUGBY FOOTBALL CLUB LTD

BOARD MEETING

MINUTES OF A MEETING OF THE BOARD HELD AT 7.30 PM
08/08/2011

PRESENT:

Messrs Burnett M, Healy, Israel, Morton (secretary) & Rawling with Ms J.Barnes, Mrs S.Glendingning (chairman) & Mrs S.Kidd (treasurer).

1. APOLOGIES FOR ABSENCE:

Messrs Blain & Plummer

2. MINUTES OF THE PREVIOUS MEETING HELD ON 01/08/2011:

The minutes of the previous meeting having been circulated prior to the meeting, were taken as read and approved. Also minutes of meetings held on 13th June and 4th July. These too were taken as read and approved.

3. MATTERS ARISING:

None.

4. RUGBY COMMITTEE HELD ON: 01/08/2011

The notes of a meeting of the rugby committee held on the above date, and having been previously circulated, were taken as read and approved, MB reported an additional pre season game that had been arranged with Langholm at Carlisle on 20th August. DDM reported that one or two new players were expected to sign before the start of the new season. Only one player had so far signed for another club, with one definite retirement from playing.

5. HOUSE & GROUNDS COMMITTEE:

The house & grounds committee is currently dormant.	
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6. FUND RAISING & SPONSORSHIP COMMITTEE: 05/07/2011

The minutes of a meeting of the fund raising & sponsorship committee on the above date, and having been previously circulated, were taken as read and approved.	
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7. FINANCIAL MATTERS:

<p>No monthly management report was to hand. All relevant document had only recently been returned from the accountants after the annual audit, and Mrs SK had just returned from holiday. A full breakdown would be available for the September meeting.</p> <p>DDM reported that the result of the quarterly stock take had just been received. The GP margin was up on the equivalent period for 2010 as were the average daily takings over the bar. The stocktaker had been pleased with the result and noted an improvement in the record keeping.</p> <p>The kitchen food stock had been counted for the first time and will be checked on his next visit as will the stock in the shop.</p> <p>New wastage disposal forms had been supplied by the stocktaker for the bar and kitchen and these had to be taken into use forthwith.</p>	
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8. MEMBERSHIP:

Membership renewals were coming in regularly. Training on the new card system had been arranged for 09/08/2011.	
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9. CLUB MANAGER REPORT:

<p>9a. Staff matters had been dealt with at a special meeting on 01/08/2011.</p> <p>9b. UNDER 18 BOOKINGS: Following recent difficulties with an under 18 party, the following policy will apply with immediate effect. We will continue with bookings, especially for club members, and others where considered appropriate, BUT, the cost of room hire will increase to £175. That sum to include the cost of paying for an approved security guard (to be arranged by the manager). A further charge of £250 will be applied to cover any losses or damage etc., that may occur during the course of the hirer period. The £250 will be returned with seven days of the event, provided that no damage has occurred. NO HOLDING DEPOSITS WILL BE TAKEN - THE FULL AMOUNT MUST BE PAID AT THE TIME OF THE BOOKING BEING TAKEN.</p>	
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10. CORRESPONDENCE:

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11. ANY OTHER BUSINESS:

11a. CONSERVATORY / EXTENSION: BI was awaiting plans from W.Fauker and hoped to be able to report at the next meeting.	BI
11b. CCTV SYSTEM: DDM reported that there had been a fault on the recording system. Suppliers had ordered a new machine as the system was still under guarantee.	DDM
11c. DAMAGE TO HEDGEROWS / TREES: DDM reported that a letter had still to be sent to the person that orchestrated the damage to the trees and hedgerow adjacent to the allotments.	DDM
11d. FLOODLIGHTS: DDM said a provisional report was to hand from structural engineers but further examination was needed using a "cherry picker". Daines asked for authority to continue examination. Agreed that it had to be done. Expected that the cost would be circa £1K (including "cherry picker"). If lights need replacing consider a sustainability grant from RFU via Liam Nichols (RDO).	DDM / SG
11e. WASTE DISPOSAL: DDM asked for authority to consider changing waste disposal arrangement to a cheaper alternative. Agreed.	DDM
11f. TRANSPORT 2011 - 2012: DDM reported that the transport tender had been awarded to Stacey's Coaches, that being the cheapest. Agreed.	DDM
11g. EQUALITY ACT 2010: DDM reported revised information circulated from the RFU. Copies to board members for information.	DDM
11h. 200 CLUB: DDM reported that the club was reducing in numbers, now well below a hundred. Organiser, Peter Ransley suggested winding up. Subject to members agreeing, they could be transferred to the the Patrons Club as an alternative. Agreed.	DDM

12. DATE OF NEXT MEETING: 12/09/2011