



EXETER CHIEFS YOUTH RUGBY MINUTES – 17 APRIL 2012

In attendance: N Evans Chairman (NE), P Friend Safeguarding (PF), A Hayden Secretary (AH), C Derry SOA (CD), , R Banks Treasurer (RB), L Carter Fixt Sec & U7 (LC), Maria Scrivens (U11),

Apologies: Graham Hockin Vice Chair (GH) Nigel Bliss Referee Coordinator (NB), Simon Banks Coaching Coordinator & U15 (SB)

AGENDA SECTION	SERIAL & DATE	ITEM	ACTION	STATUS
1. Minutes	Accepted			
2. Correspondence	2.2 UPDATED 21/02/2012	UPDATED. Due to changes in levels of qualification a reassessment of coaching quals is required.	SB to organise a scrum factory in the first instance. Booked for 13/04/12. PF to book SP.	Discharged 04/12
	2.3 20/03/2012	Some teams have been denied access at St Luke's School.	This has been overtaken by events, a solution for next season to be discussed.	Discharged 04/12
3. Chairman's update (inc Disciplinary & Board)	3.1 16/05/2011	NE said discussions with the Board and the future of Exeter Rugby Club Ltd warranted the Youth Section re-opening the charitable & Ltd Company status applied for in the past. Update. Our association with the club is limiting funding. NE is pursuing adopting the Exeter Athletic RFC option.	NE to progress with IP and GT and the rugby club Board with input from the committee as required. Update. Ltd Co status is expected to be in place before the start of the 12/13 season. The structure of the current committee/board of the Ltd Co is to be reviewed.	Ongoing Ongoing
	3.2 05/12/2011	Planning for the proposed new facility near Clyst St Mary has been slowed by the need for an archaeological excavation of the site.	RB to consider budgeting for the cost of St Luke's /for all of 2012/2013. Now to include Colts matches on Saturdays.	Ongoing
	3.3 21/02/2012	NE gave an update on Oil Mill Lane. Details not to be disclosed outside the committee.	RB to investigate trademarking the Youth Section logo provided by the club	Ongoing
4. Treasurers report	April 2012	Savings account Current account		
5. Safeguarding Officers update	5.3 21/02/2012	It was agreed that the CB should provide a clear answer to mid-week training from the mini, and possibly midi, age group.	CD to raise at the next CB regional meeting.	Discharged 04/12

6. Referee Co-ordinators update	6.1 05/12/2011	NB noted that at least 12 volunteers are required before we can consider a refereeing course at SP.	Administrators and Committee to scout for volunteers.	Ongoing
7. Coaching Co-ordinators update	NTR			
8. Fixture Secretary's update	8.1 20/03/2012	Due to other commitments LC wishes to stand down. LC and PF will continue to cover the role until a replacement can be found.	All Administrators to canvass parents and anyone else that may be willing to take on this role.	Ongoing
	8.2 20/03/2012	Issues over fixture emails were raised. Keeping a Youth Section fixture contacts email list would alleviate the problem.	PF to compile email address list and issue to Administrators.	Discharged 04/12
9. Volunteer coordinators update	9.1 21/02/2012	It was agreed that to comply with club requirements for draw sellers the Youth Section need to find a regular set of volunteers that will support the match day draw on a regular basis.	UPDATE: volunteers found. Meeting to be arranged by CD.	Ongoing
	9.2 20/03/2012	CD said he wished to stand down as VC. It was agreed that a role description should be drafted for the VC and Fixture Sec so they could be sent out with the trawl for volunteers.	CD & PF to draft role descriptions. CD has withdrawn resignation, PF has done F Sec job description.	Discharged 04/12
10. AOB	New 10.2 20/03/2012	Samurai have offered the Youth Section a kit deal. We discussed the merits of having a Youth Section kit instead of Chiefs replica kit.	CD & PF to prepare a bid for funding to see if this is a viable option for Youth Section playing kit.	Ongoing
	New 10.3 20/03/2012	Ownership of the photo CD was discussed.	PF to speak to Pinnacle Photography.	Discharged 04/12
	New 10.4 20/03/2012	RB asked Administrators to hand back players shields and to let her know of medal requirements for end of season.	Administrators to hand back shields and give medal requirements to RB.	Ongoing
	New 10.6 20/03/2012	First Aid was raised at the Devon Cluster meeting. First Aiders must be clearly visible.	RB to buy high vis bibs for First Aiders at SP on Youth matchdays.	Ongoing
	New 10.7 20/03/2012	MS asked if the Youth Section get offered a Super Saturday. Due to insufficient numbers we've declined.	MS will organise a Super Saturday for next season.	Ongoing
	New 10.8 20/03/2012	To ensure player eligibility for festivals Administrators are requested to provide up to date attendance records.	Administrators to send in attendance records ASAP.	Ongoing

	10.5 05/12/2011	<p>RB said that selling match day draw tickets is getting harder and is recommending the prizes be improved.</p> <p>RB said KN is happy for a change in prizes. Just waiting for the existing tickets to run out.</p>	<p>RB to speak to KN about options for improving prizes and putting tickets in the Board Room so guests aren't interrupted.</p> <p>Committee to email RB with ideas for prizes.</p>	<p>Discharged 04/12</p> <p>Discharged 04/12</p>
	New 10.12 21/02/2012	The SOA documentation has been returned by the CB. It was agreed that Vice Chair should now own the SOA documents and delegate responsibility for ongoing work on sections to members of the committee as appropriate.	GH & PF to review SOA docs and delegate tasks as necessary.	Ongoing
	New 10.13 21/02/2012	<p>MS asked if the Youth Section mini/midi end of season presentation could be held at Crealy. The committee agreed to this but need to see costs.</p> <p>Crealy hire prices received by MS. Need to gauge interest from parents before deciding.</p>	Administrators for U7 to U12 to canvass parents so ticket prices can be agreed.	Ongoing
	10.14 19/09/11	It was agreed to set up a parent's forum evening with wine and food.	N.E. to get dates from Club and arrange a date for the beginning of 12/13 season.	Ongoing
	10.15 21/02/2012	CD has handed the SOA document to the committee. The committee remain responsible for the ongoing work. To be overseen by GH.	ALL – to canvas for a Volunteer Coordinator to join the Committee.	Discharged 04/12
	10.16 17/04/2012	An equipment audit will be conducted by the committee during the closed season so all administrators can be issued with the correct gear.	Administrators - All kit should be returned to Sandy Park including all equipment, bags, bottles and carriers and first aid kit.	Ongoing

NEXT MEETING – 15 MAY 2012 at 19:00 – The Blue Ball (Sandy Gate)

COMMITTEE FROM 19:00

ADMINISTRATORS FROM 20:00

END OF SEASON CURRY TBA FOR EARLY JUNE

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