

## 1. Administration

Management – Gerald Burden

Finance – Alison Hunter

Please can we ask you all to review and update your section of the D&W Website.

Budget.

At the last Council meeting we requested that Section Leads submit their budget needs, we only received replies from two people.

Because of the lack of input we have drafted a budget on behalf of the Council for approval

Outgoings		
All	Mileage	£ 3,500.00
Community Senior Rugby	Walking Rugby	£ 600.00
	RFU Representative	£ 1,000.00
Club Support	Club Support Grants (10 x £500.00)	£ 5,000.00
Club Support	Area Representative Grants (4 x £4,000.00)	£ 16,000.00
Admin	I.T – Managing the affairs of the CB – Postage etc	£ 16,000.00
Community Age Grade Rugby	D&W Competitions (Under 14's - 18's)	£ 500.00
Community Age Grade Rugby	CRC	£ 6,000.00
Community Seniors Rugby	D&W Competitions (Seniors)	£ 450.00
Governance	GDPR	£ 40.00
Governance	Inclusion & Diversity	£ 250.00
Governance	Safeguarding	£ 250.00
Rugby Safe	Pro-active App	£ 350.00
Rugby Safe	First Aid	£ 500.00
Community Age Grade Rugby	Girls U16 Player Development Group	£ 12,000.00
Representative Rugby	Senior Mens	£ 5,750.00
Representative Rugby	Under 20's Men	£ 5,750.00
Representative Rugby	Senior Women's	£ 5,750.00
Representative Rugby	Under 17's & 18's Male	£ 5,900.00
Representative Rugby	Age Grade Pathway Under 18's Girls	£ 2,950.00
Representative Rugby	Rep Rugby back up	£ 5,000.00
Engagement Team	Volunteers Evening	£ 3,500.00
Admin	AGM	£ 250.00
School Union		£ 750.00
		<b>£ 98,040.00</b>
Income		
RFU Funding for 2024-25	PFR	£ 25,219.00
	County Champs	£ 8,000.00
	Age Grade Player pathway U17/U18 boys	£ 5,900.00
	Age Grade Player Pathway U18 girls	£ 2,000.00
	Girls U16 Player Development Group	£ 12,000.00
	Player Retention	£ 3,000.00
	Referee Recruitment & Deployment	£ 3,000.00
	Volunteers Evening	£ 1,000.00
Self-generated		£ 6,000.00
		<b>£ 66,119.00</b>

Can someone explain why the invoice for the South West Rugby Under 18's trials at Hartpury are paid into a personal account. This is very risky for both the CB's and the person who is the account holder, on two fronts

1. The risk that the funds could be miss appropriated by the account holder
2. If the Account holder should die, it would take several months to resolve the management of the account.

Senior Mens Cup Competitions invoices.

#### Communications

There appears to be a growing trend toward small group meetings and WhatsApp groups, may we remind these groups that the D&W operates a policy of openness and transparency.

The existing WhatsApp Senior Council group should include all members of the Council and not just the few. Council members are all equal, and it is not a two-tier system any longer.

The Executive Committee was scrapped following the Council Restructure.

GB is the nominated Communications Lead on GMS, for the D&W.

## 2. CB Engagement Team

Sean Macey  
Michael Moysey  
Nigel Mattravers

#### Recruitment

1. Coaching Co-Ordinator – 3 applications.

GB has researched this role on both GMS (Golden Roles) and the RFU website, there is no reference to a County Coaching Co-ordinator role on either.

NM asked NMCC the following

*One of the positions you identified as needing to be filled was that of County Coach Coordinator. We have been struggling to think what the role of this position is and we have not been able to find a job description. Do you have anything we can use? We presume the RFU will continue to provide Coach Development Officers.*

NMCC reply

*Yes, the RFU Coach Developers will remain in place as far as I am aware there are no plans to lose these roles.*

*Coaching Coordinator role at CB is to be a point of contact for the coach developers, to help with identifying coach development needs, promotion of courses and to liaise with Club Coach Coordinators. If the CB wish to run additional coach development opportunities to coaches within the counties, then this would be an initiative the CB Coaching Lead would lead on.*

Do the Council think we need this role

Yes or No

2. Volunteer Co-Ordinator – No response to the GMS email or SM posts
3. PDG Girls Lead Coach – Interviews on Monday 10<sup>th</sup> of February 2025  
Minimum Qualifications England Rugby Coaching Award (L2)
4. PDG Girls Assistant Coach – Interviews on Monday 10th of February 2025  
Both based at Dorchester RFC
5. Area Representative for South Wiltshire – Ad posted on SM
6. Inclusion & Diversity – Ad posted on SM

Appointments to be Confirmed  
Senior Men's

Team Manager – Richard Elliott  
Lead Coach – Don Parsons

Assistant Coach –  
Assistant Coach –

Emma Santer – Womens Lead (On leave of absence)  
Rich Elliott – Anti-Doping & Illicit Drugs  
Idris Martin – Press Officer  
Wiltshire Safeguarding Lead

Progress is being made with succession planning and identifying the actual needs of the County. Working with others in the team we have identified volunteers to take on the roles of County Coaching Co-ordinator and DEI. Nigel will have further meetings with Nicola to further progress the project.

Follow up on Deaf Rugby – See Attached

VP Membership – Denzil Brockhurst

Sponsorship – Robert Langan

Referees – Marcus Monier-Williams  
Training days

Schools – Jan Edwards – Andy Marriott

School's festivals start on 11th Feb. The various rugby multi school's events like with those in the Autumn Term, reported in our Mid-Season Report on schools' activity, reflect the tremendous work being done by our group.

The dates are on the AGPC, with additions happening with the RFU driven T1 Y9 Mixed Gender South West Regional event being brought to our area by Jan Edwards & Tom Farmer (venue Melksham RFC on 1st May).

Please follow Dorset & Wilts CSU on X to see the great things happening across our patch

Prior to that on 6th Feb a group of us from England Rugby Schools are running the 5th Eric Blackman South West State Schools Boys Y9 (U14s) 10s festival Representation of schools from CSU areas across the South West are taking part.

From the D & W area, the schools are

Dorset - Budmouth School.

Wiltshire - Sheldon School.

A wildcard entry has been awarded to Stonehenge School, Wiltshire, by the Event Team.

An End of Season Schools Report to Council, will include each of these & the various other events, for the April/ May meeting.

If you are ever free when one of our Multi Schools Events is happening, you are welcome to come along.

Volunteer Coordinator – TBA

### **3. Area Representatives – Dave Wookey**

East Dorset – Danny Jones

West Dorset – Ed Taylor

South Wiltshire – TBA

North Wiltshire – Chris Taylor

I have had another S Wilts meeting in this period. No formal reports through from any area reps but I have had a WhatsApp note from N Wilts which is included.

Following the project we have now set up as 2 areas in Dorset (East and West), and 2 in Wiltshire (North and South) We had all 4 positions elected but unfortunately Brendon has had to stand down owing to family issues, so we actively are seeking to recruit someone from the area to take on this role as I cannot cover that and the lead. Still only S Wilts has met as a huddle which I chaired in absence of a post holder. N Wilts has been active in trying to make contact with clubs, but they have not been responsive particularly responsive, but some have fed comments back to Chris which are included below. We have sent out to the E Dorset group of clubs and heard back from Poole and Wimborne only. Given that it is our intention to set a date and issue a zoom call invite, if clubs turn up all well and good.

I will hopefully hear from Ed on progress in W Dorset soon, I am aware that Business has interfered with his usual activity.

Please see my elements of Data in Governance report as that is something I need the Area Reps to impress on clubs that they must keep clear.

Comments provided by N Wilts rep: (My comments in Italics)

- Concerns mentioned by some clubs about RFU support to *Grassroots* - *Is this perceived or is this clubs not contacting or following up with Club Developer? Ben has set up a number of club vests (virtual and in person) with clubs in D&W. Ben attends Huddle meetings so perhaps that is the issue with clubs not engaging with Area Rep?*
- Ongoing issues with club player registration (but I suspect is in your reports) – *I need to follow this up as I am not sure what this is, as GMS trainer they have not been reported to me*
- Not much come out so far promoting Ladies RWC (unless I have missed comms, but I haven't seen anything on it across clubs within 3 CBs - RFU should be doing more)
- As said in last CB meeting; clubs need to take more advantage of grants/funds and sponsorships - with specific reference to those wishing to support the promotion of Girls and Womens Rugby. (But this has been covered but don't think there has been much uptake from clubs I've had contact with) – *there is a proposed solution, but clubs have to engage!!*

Huddle Area – South Wilts	<b>Date – 20 Jan 2025 Zoom</b>
<b>Attendee Clubs: Amesbury, Pewsey Vale, Salisbury, Warminster, Wheatsheaf, Devizes</b> <b>D&amp;W: Dave Wookey (acting chair), Hon Sec</b> <b>RFU: John Constable, Ben Smith,</b> <b>Apologies: Trowbridge, Marlborough</b> <b>No response: Westbury, Calne</b>	
<b>1 – GMS data</b>  <p>Age Grade players – Reminder that 45-day point has passed so any non-reregistered AG players must not play or train and until registered or removed from club GMS if no longer attending</p> <p>Senior Player registration – Similarly any senior player showing renewal required cannot play so if no longer active complete the deregistration and remove from club GMS</p> <p>Generally also check for non-players who are not members and remove them also. This is to become compliant with Data Protection Act</p>	
<b>2 Senior league and cup fixtures, weather interruptions</b>	

Priority for League over Cup – next catch-up date is 8 Feb, so some used already for league. Updated cup fixture dates set today so will be in clubs GMS fixtures. PJ draw being made soon, first round 12 April.

Clubs expressed disappointment about early finish to season especially for 1 team clubs and small leagues (9 teams) - thoughts for next season? Response to recent club consultation needed ASAP as to whether a larger league will fix this as more fixtures will be in clubs lists. *(After note: A reminder there is a fixture exchange through John Constable and the BASS Rugby system for arranging friendlies when needed)*

**3 Facilities** –£500 grants available, email to Alan/Gerald outline reasons and what for. No template just clear and concise request. Wheatsheaf issues with tenancy (Paperwork) – speaking to Ben for assistance. Salisbury – lighting survey for acceptance to standards. Amesbury may have issues towards end of season. Warminster – tree cutting following storms. Local grants for lighting been given, Devizes will be picking up directly after the meeting for new Girls Teams support.

Floodlight Guide

<https://help.rfu.com/support/solutions/articles/103000212614-guidance-on-floodlights-for-clubs>

**4 RFU points** – you will have received a mail from Ben. More Info coming out on Club drop-ins, RFU & CB visits, challenges etc

**5 Accounts** - Age Grade invoices should have been paid please check your treasurer has done this where appropriate, also ensure club membership to the CB has been paid.

**6 Other forms of Rugby** – WR festival, requires a host club for 5 April, If you are able and wish to host please let David Wookey know. – Calne: are you still operating WR?

*(Apologies: I omitted W&G & AG from the agenda so covered here where information given)* Girls rugby back up and running at Devizes at U12 and U14 cohorts.

**7 AOB** –we will be looking for hosts for Age Grade finals on 6 Apr U14 & 27 Apr for U15 to U18. I'll have more details of what is required after Comps meeting on 28 Jan.

Community events – Amesbury – a way of introducing community into the club. Various impact 25 grants etc available

Transfer deadline 7 Feb so transfers 7 days before, new players no deadline (Deadline does not apply to L9 and below (and Womens Equivalent)) Mid-season briefing due out from RFU with all information on it. If you have Under 18s on pitch in seniors, make ref aware – naturally these will be properly approved and on match cards.

Dorking U11s festival/match 23 March – anyone interested? Ref Societies – please confirm kick off time in week before.

Pewsey provided an update covering their club aspects:

The section continues to progress with approximately 40 children registered. Despite the poor weather only 1 training session has been missed this season. The Club has 4 qualified coaches and 2 support coaches and runs age groups up to under 11's. The coaches have completed one outreach program of 6 weeks at Woodborough school prior to Christmas and are now running a second program of 5 weeks at Pewsey Primary school. The club is hoping to meet with Amesbury minis in the next few weeks in order to see if there are possible joint developments which can take place. The club had upcoming fixtures (home and away ) with Swindon coming in February and March.

Since the start of the 24/25 season the section has been awarded a grant of £800 from WASSP and has also received further donations of £500. This money has been used to purchase kit and equipment

(Note to others WASSP do provide grants for Wiltshire clubs, be worth contacting Pewsey for details and/or Alan Low at RWB as he is something to do with WASSP)

If I missed anything I apologise, as you could tell last evening I wasn't on top form, hoping Brendon will be able to take over soon.

#### **Actions**

- GMS data cleanse – regular checks by Data Officer required for compliance with legislation
- Complete and return the Club Consultation on men's league format as soon as possible.
- Make applications for the £500 grants if you have any pressing need, especially if it's something to keep you compliant with legislation or RFU regulation

**Date of next meeting: 7 PM 28 April 2025 Devizes (To be confirmed)**

#### **4. Governance – Jane Hart (TBC)**

Safeguarding – Julie Fisher

Previous month's activity:

1. 17 yr old playing adult rugby continue to be submitted across the county. Some have been submitted with very poor assessments having been completed. These have been rejected, and assessments have been requested, a template for assessments has been again provided to all clubs. There have also been a couple of occasions where the referee or other team have not been advised before the game that a 17-yr old is in the squad. No reports of any issues with these 17 yr olds have been reported. A reminder about 17 yr olds not being signed off before being named on a team sheet was issued today, I am glad to state that I have had confirmation that not one 17-year-old from D&W is on the list of not being approved in advance.
2. Playing up and down approvals are being submitted, some for clubs where there are not enough within an age group to fulfil a team. Players are being assessed appropriately and where they have not, we are referring back to the club for a fuller assessment.
3. Tour approvals are being submitted. There have been a few where the forms are being submitted by a parent who is taking on the tour organisation, this means that there have been gaps in the process. Clubs are reminded that the process is all Outgoing or ingoing tours must be submitted to the Hon Sec 8 weeks before the date of the trip, with the risk assessment and safeguarding approval coming to the safeguarding team. There have been a couple of occasions where the safeguarding team have forwarded the information to the hon sec but have had no response to say that it is being worked on. The safeguarding team are holding comprehensive records for each tour. I would like to set up a smartsheet form that is held in the shared drive so that both the Hon Sec and the Safeguarding team can keep a clear line of sight for all tours. A recent match had to be cancelled as the appropriate paperwork had not been submitted to the WRU from the incoming club, this has an effect on the players and the club so finding a better way to manage the permission process is needed. I am in discussion with the RFU team following the conference where we had discussed the challenges many areas face. Clubs are to be reminded that we require a short report on completion of the tour, a form is being drafted that will capture the information.

*The statement about a tour not going ahead is incorrect, the tour was approved once the paperwork was submitted to the WRU.*

*The statement regarding the safeguarding team not being informed about tour approval is also wrong, all tours are forwarded to [safeguarding@dwrugby.co.uk](mailto:safeguarding@dwrugby.co.uk)*

*The T& C's relating to touring is clear that it is the club's responsibility to inform and supply the requested information to the Safeguarding Team and to obtain consent from other unions.*



4. Several festival requests have been processed, and approvals been given. One festival has been cancelled due to low numbers. One festival have several teams from Wales attending which will require incoming approval, the host club has been reminded of the need to get these in asap.
  5. I used the records within GMS to email all of the named CSO and CSA, many have not responded, which leads me to be concerned that they are not managing any potential safeguarding referrals. I have scheduled a Teams call for Monday and have requested at least one person from each club to attend. I have discovered that several clubs have changed their safeguarding team members but have not informed the CB Safeguarding team, they have been reminded that this is an important part of the process as we need to manage expectations and ensure that training is provided appropriately. There are also people in GMS holding positions that they no longer hold, this needs to be cleaned up by the clubs.
  6. I have made contact with the Dorset and Wiltshire Sports Welfare officers and will be working with them to access any relevant courses and information that will benefit the safeguarding officers or any other volunteers. I am hoping that this may support an update session for all the safeguarding teams.
  7. All clubs completed the Safeguarding self-audit, the results have been assessed and a meeting with Viv, Nicola McCombe and me along with one committee member ( Hopefully Head of Governance) to discuss any findings that give concern. Dates have been provided to Nicola McCombe and Viv. 3 clubs gave low scores for support given by the CB Safeguarding team but when asked about the reasons for the low score, the explanations did not suggest a low score was needed. Low scores for the RFU Safeguarding team were also given, again when discussed, there was some frustration about how long things take to process when a report goes to the Safeguarding team. Clubs have been reminded that cases need to be fully investigated to ensure all reports are dealt with appropriately.
  8. There have been 4 Play it safe courses since December with over 76 attendees, with 6 further courses booked across the region. We are waiting for sign off for a new tutor Kirsty Phillips who happens to also be a RFU Safeguarding case manager, this should happen on the 12<sup>th</sup> of February. I have raised my concerns about the length of time that it is taking to sign off new tutors to cover the north of the region but have had a poor response from Tim Pickard. Hopefully if we can get Kirsty cleared, we will be able to offer more frequent courses for the north of the region. Currently it can take up to 2 hours for me to travel to a course, 3 hours to deliver and 2 hours home again. This is not sustainable especially as the fee for delivering the course is supposed to cover 50 miles, I have asked for a review as the cost of fuel is rising. We are required to give 6 weeks' notice to book a course, this works well as long as the clubs promote the course and volunteers get booked on. We have had several courses where we have barely had 10 attendees, again this doesn't give a great experience for the attendees, so clubs need to be more proactive in supporting people to book and attend.
- Play it Safe Courses
- 24<sup>th</sup> February – Wimborne  
 26<sup>th</sup> February – Bournemouth  
 6<sup>th</sup> March – Bradford on Avon  
 17<sup>th</sup> March - Bridport  
 19<sup>th</sup> March – Sherborne  
 31<sup>st</sup> March – Salisbury
9. Safeguarding audits are continuing in line with the guidelines of 30% of clubs having a deep dive audit. Royal Wooden Bassett completed theirs on the 26<sup>th</sup>. Bradford on Avon and Trowbridge will be completed this weekend.

	<p>10. I am still not being advised when there are red cards for players who are U18, can I ask that I am copied in from the start, in line with recommendations from the RFU team last year and all other CBSM.</p> <p>GB is unaware of this requirement, when reviewing any discipline report it usually clear if there is a Safeguarding issues</p> <p>Perhaps a shared folder would be useful to keep an outline of the ongoing cases would be beneficial?</p> <p>11. We have had an increase in poor behaviour from both parents and players. Clubs have been reminded that the CB discipline board will deal with incidents of parents entering the field of play or poor behaviour appropriately.</p> <p>12. Several clubs are posting full squad lists for youth teams on social media, clubs are reminded that this is to be carefully managed and must be under full permission from parents. Same with photos, several coaches have been posting team photos on their own social media which is not recommended under safeguarding guidelines.</p> <p>13. The D&amp;W Committee members do not yet appear to have attended the play it safe course that was suggested to ensure that everyone is aware of their responsibilities regarding safeguarding. Can I please be updated? I can ensure someone else delivers the course if need be? We also need to ensure that the representative coaches/ Managers/ First aiders have current DBs checks and have attended the play it safe within 3 years, again I do not have this information so cannot sign this off as completed.</p> <p>Play it Safe for D&amp;W Officers, we are still waiting for a date from Safeguarding</p> <p>14. Do we require the Ladies management team to have DBS checks and attend the play it safe? We should in line with guidelines, especially if we have a 17-yr old playing up. Can I be provided with the relevant names to check the system please?</p> <p>15. The RFU safeguarding team have this weekend issued a new online referral form, this will provide a better way to get the referral across the desk and also an update process for the CBSM when checking back.</p>
Current Budget update:	<p>No idea as have not been advised of the budget for Safeguarding</p> <p>No request received following on from the Council Calling Notice (dated 3<sup>rd</sup> December 2024)</p>
Proposed Activity (including estimated cost)	<ol style="list-style-type: none"> <li>1. Explore options for a safeguarding update for CSO's including room hire, speakers etc</li> <li>2. Exploring costs for some updated Behaviour cards for clubs- have been issuing the angry man cards and the code of conducts but some clubs require more tools to support them.</li> </ol>
Items not for publication	<p>1. Ongoing case at Bournemouth- Minor parent and player complaints about behaviour ( Mostly stemming from school), team selection and low-grade bullying- being dealt with as an education piece of work. There were a couple of referrals through to the safeguarding team for advice and clarity that the correct process had been followed.</p> <p>This is currently being investigated by GB. GB is concern of Julie's involvement in this incident (Standing Orders state that you cannot be involved in matters relating to your own club). Julie texted GB during the week asking a series of leading questions. Once GB became aware of this incident Julie's questions started to make sense.</p>



2. Oaks V Bridport- Parents entered the field of play following an altercation between players, referral sent to safeguarding for review but is to be dealt with under discipline. Oaks have started the process. I have seen that the RFU Team have sent the redacted bundle to the HON sec for action but have not been given any update from the discipline team.  
  
Case passed to D&W Discipline from RFU Safeguarding Team.  
  
New Discipline Officer appointed at Oaks – first contact with him was on the 3<sup>rd</sup> of February 2025 in which he shared with me the outcome of the club's Internal Discipline hearing.  
  
Course of action suggested to RFU Safeguarding – awaiting reply
3. RWB- poor discipline from players on Sunday- reports being drawn up for review and assessment.  
  
The only Red Card Report/Incident regarding Age Grade at RWB, that I have received was for an Under 18's player. This was rescinded due to the Somerset referee not submitting a Red Card Report.
4. Bradford on Avon- Coach reported to have kicked a girl in the back whilst she was laid down on the floor. Following an extensive investigation this has been dealt with as an education piece. BOA are cooperating with a full deep dive audit to see where the process broke down and to put in place processes to prevent a recurrence of this behaviour. 2 Play it safe courses have been run at the club by Rich Berry with a 3<sup>rd</sup> planned for March. The coach has been advised to complete the play it safe course and will be observed for a period of time. The club will be required to adhere to all recommendations following the audit within a designated timeframe.
5. Ongoing case at Oaks- A Women's player has complained about discrimination despite multiple risks due to her own health conditions- currently an EGM is being held on 5<sup>th</sup> March to review her membership at Oaks as they have rescinded her membership and asked her to leave. This has taken a considerable amount of time to get to this position with several high level RFU staff being dragged into it. This has been poorly handled from the start of the process and caused a considerable amount of work from multiple agencies to get to any resolution.
6. North Dorset- Adult ladies' player with multiple health issues has asked to join, the club have asked for clarity and support around a risk assessment for her.
7. Trowbridge- Coach has been suspended following an incident where he is reported to have physically dragged boys back into the changing rooms and shouted loud enough that there were several people looking over. Awaiting more information but likely to be dealt with by discipline. Currently with the Safeguarding team- will report back when more details are available.
8. Dorchester RFC- Report of U16 using SNUSS ( Nicotine chewable) Information sought from the drugs team and the SWO. Education is to be provided to the club as we are unable to do anything about it as it is not illegal.
9. Devizes- Parent reported concerns that his ex was breaking a restraining order. Information provided to dad and advised to call the police if it happens.
10. Supermarine- Delays on some DBS. Issue with a coach that was referred to the RFU team and I am awaiting further information
11. Pewsey Vale- Coach charged with assault, ongoing case. Stepped down immediately from coaching- waiting on update from the RFU Team.

	<p>12. North Dorset- complaint received and being dealt with by the club</p> <p>13. Bournemouth- Adult male who was under a court order to stay away from mother and child discovered where the child was playing rugby and followed them.</p> <p>Safeguarding procedures put into place in case he attends the club again.</p>
	<p>GB stated his concerns that the standard of correctness with in the safeguarding reports is worrying.</p>

GPDR – Nicola WW

Discipline – Gerald Burden

Currently we have the following

Two cases under Police investigation

One Age Grade Cross-Border hearing (Match Abandonment)

One Age Grade Safeguarding/Discipline case

Two Age Grade Complaints

One club will shortly be facing a 5.12 Charge (re Breach of RFU Reg 19.2.25.A)

League – Cup Double Headers are causing issues for the recording of meaningful matches relating to applying a sanction.

If any clubs agree to play a Double Header, please can the Discipline Secretary be informed.

For a Breakdown of the Sanctions imposed – [Please Click here](#)

JC and GB have passed the comments of one of our member clubs to Twickenham, regarding how RFU Hearings are managed. Twickenham are going to respond directly to the club.

Anti-Doping & Illicit Drugs – Rich Elliott

Inclusion & Diversity – TBA

Ben stepped down 7<sup>th</sup> February 2025

RugbySafe – Robin Natham

GMS – Data – Registration – Dave Wookey

Data - Clubs still need to cleanse data to comply with the GDPR (DPA). Clubs (and CB) should not have data accessible of its part of GMS for people no longer associated with the club, so when a child is deregistered and moved off its important to remove parent as well if not connected with the club another way, same for senior ex player and social members.

Its been noticed that some clubs are bloated in numbers which just doesn't look right.

General GMS - Clubs should look at <https://help.rfu.com/support/solutions/articles/103000251042-have-you-used-the-club-health-check-yet->

If they need help then <https://help.rfu.com/support/solutions/articles/103000246628-how-do-i-receive-gms-support-and-training-> will get some free training and advice. There are many more helpful guides on <https://help.rfu.com/support/solutions> and if not sure please come to me and I will help. Finally please ensure your golden roles (and other role holders) are up to date. RFU and CB contact clubs using these, we constantly get asked to remove people from distribution lists, but its clubs not keeping GMS updated that is the issue, not CB or RFU - these are not distribution lists

Registration - Clubs should by now have removed any non-returning AG players and parents if appropriate. As we are past the 45-day point - by a long way - if these are training or playing it is a breach of Reg 15. Senior players still showing renewal required should be completely deregistered and removed (if not holding other roles in club of course) and don't forget that (at the council meeting date) the transfer deadline has passed

Festivals – Joe Walsh

## 5. Club Support – Alan Ottaway

**Club Survey:** circulating the survey request around our clubs has just happened. (for the Survey Link please [Click here](#)). It is some 18 months since this was last undertaken. As Council Members will appreciate, this has been prompted by our ongoing need for up-to-date information on club plans, especially related to facility improvements. Hopefully those with a responsibility for keeping our club hubs in tune with the most recent happenings will be happy to push club reps attending the 'area huddles' to complete their own clubs' responses promptly.

Reported issues with the GMS emails system.

**Bournemouth RFC:** After a change in BRFC's governance structure just over 6 months has elapsed and an update to RFU Governance Cttee has become due on progress against the new administration's plans. Council members will have seen the response provided in mid-January via Nicola. As the situation is fluid and RFU Governance also requires our help in tracking progress, a request is made to furnish any evidence relating to BRFC's current standing via our Hon Secretary please.

**Salisbury grant and loan application:** as part of D&Ws agreed work to support club projects that match our criteria we assess grant requests from time to time. In the autumn we gave 'in principle' support for a project to install solar panels on SRFC's clubhouse roof and this has come to fruition, with a grant of £2.5k and loan of £7.5k repayable over three years finalised in January 2025.

**Devizes RFC:** have requested a £500.00 Club Support Grant for the setting up of a new Girls section, the funding is to be used as part payment towards new Playing Shirts.

This has been agreed by the Club Support committee.

The suggested Area Representative grants in the draft budget, are still work in progress regarding how they will be managed. They will have a maximum value per application and the Club Support Committee will have the final say in any award.

## 6. Playing Rugby – Michael Bamsey

Representative Rugby – Michael Bamsey

Volunteer Nomination: Kevin Dobie has been invited to watch England Rugby train, which he has accepted.

Allocated Budget 24/25	<ul style="list-style-type: none"><li>➤ Boys U17/ U18 – £5,900</li><li>➤ Girls U18 Girls – £2,950</li><li>➤ U20 – £5,750</li><li>➤ Men's XV – £5,750</li><li>➤ Women's XV – £5,750</li></ul>
Proposed Activity	<ul style="list-style-type: none"><li>➤ Male U17/ U18 – Complete</li><li>➤ Male U20 – Trials/ Trg</li><li>➤ Senior Women's XV – Trials/ Trg</li><li>➤ Senior Men's XV – Nil</li><li>➤ Walking rugby – Festival 5<sup>th</sup> April</li></ul>
Detail  <b>Fixtures list TBC</b>	<p><b><u>U18 Female</u></b></p> <ul style="list-style-type: none"><li>➤ Team manager – Caroline (Caz) Durston</li><li>➤ Lead – Kate Berry</li><li>➤ Forwards – TBC</li><li>➤ Backs – TBC</li></ul> <p><b><u>U18 Male</u></b></p> <p>Programme complete.</p> <ul style="list-style-type: none"><li>➤ Team manager – Julie Sheppard</li><li>➤ Lead – Kevin Dobie</li></ul>

	<ul style="list-style-type: none"> <li>➤ Forwards – Jake Krige</li> <li>➤ Backs – Marc Ewart</li> </ul> <p><b><u>U20 Male</u></b></p> <ul style="list-style-type: none"> <li>➤ Team Manager – Mark Ado</li> <li>➤ Lead Coach – Martin Oxland</li> <li>➤ Forwards Coach – TBC</li> <li>➤ Backs Coach – TBC</li> </ul> <p><b><u>Senior Women XV</u></b></p> <ul style="list-style-type: none"> <li>➤ Team Manager – Sam Briggs</li> <li>➤ Asst Manager – Leanne Brock</li> <li>➤ Mentor – Chris Burton</li> <li>➤ Lead Coach – Lauren Leatherland</li> <li>➤ Forwards Coach – Keiron James</li> <li>➤ Backs Coach – Gareth Wheatly</li> </ul> <p><b><u>Senior Men XV</u></b></p> <ul style="list-style-type: none"> <li>➤ Team Manager – Richard Elliott</li> <li>➤ Lead Coach – Don Parsons</li> <li>➤ Forwards Coach – TBC</li> <li>➤ Backs Coach – TBC</li> </ul> <p><b>Points for discussion/ remarks</b></p> <ol style="list-style-type: none"> <li>1. Representative Pathway Manager (Ian Moore) is in post.</li> <li>2. Confirm we have a U17 team, which will play friendlies against other counties to prepare players for the U18 age group.</li> <li>3. Who owns the U16 PDG U16 player group on the Board, it's not CB business as such? DISCUSS. (£12k Budget).</li> <li>4. Confirm the County Coaching Coordinator and Lead Coach can be the same person.</li> <li>5. We need to agree with the RFU what we need to recruit volunteer wise and what is a must have and what is a nice to have.</li> </ol>
<p>Girls U16 PDG run by Gordon Harding need some new coaches.</p> <p>Girls U18 are still doing their thing but (personally) difficult to fully understand their season at the moment</p> <p>Boys U17's friendlies and U18 CB fixtures have all completed and Kevin Dobie was selected for a RFU volunteer award for his efforts.</p> <p>U20's has started their trails, and the training has started for that age group. Fantastic news that they have been sponsored by Howdens.</p> <p>Senior women have appointed their management team, and their coaching team and trials are starting 8 Feb 25.</p> <p>Senior men are yet to start but will do soon.</p> <p>Pathway Manager Ian Moore has been attending the various age group trials with a team of county selectors to help the coaching staff and to bring an objective view should any comebacks occur from players/ parents. He is the POC for any requests for CB staff to help SW.</p>	

Community Rugby – Chris Jones

Walking Rugby – Dave Wookey

The D&W festival has been arranged and invite letter gone out – see attached.

So far Wimborne unable to attend but Salisbury, Amesbury, Trowbridge, Melksham, Wheatsheaf and Marlborough have indicated attendance.

We have a budget for this from D&W and I will arrange a keepsake trophy from Avon Trophies

We still look to get more clubs involved – especially in Dorset.

I still have 3 sets of Balls and Bibs for Wiltshire Clubs in my shed for new clubs in Wiltshire (along with a £420 grant – from WASSP)

We still can't get any response from Calne as to whether they are still running WR – they just don't respond to anything

Women's Rugby –

Bournemouth Uni (Women's) player spend two nights in hospital last week (Concussion). Asked the Uni to complete the RFU Incident paperwork and return to Twickenham.

Age Grade – Neil Bibby

Age Grade Playing Calendar 2025/26 – (Copy attached)

Fixtures in leagues / friendly nearly complete. Play offs being organised.

Weather not helping and still some clubs trying to play in Hampshire as well as D&W.

Age grade meeting this week to discuss season so far and start setting up for next season.

Jumped on a team's meeting with south west age grade which was interesting

They don't push match cards to much for volunteers to do was their thoughts.

Only play leagues no cups.

Been appointed Bath Rugby Academy Stakeholder comma group for D&W will keep you posted on this.

Under 18's Boys – Gordon Harding

Under 18's Girls – Caroline Durston

### **The U18 Girls:**

Week commencing 23/09/24 request for nominations from clubs

Sunday 27/10/24 – Assessment day – Sherborne RFC

Sunday 10/11/24 – development day- Sherborne RFC - (A well-played game with a convincing win for Dorset & Wilts.)

Sunday 01/12/24 – D&W v Oxfordshire - Melksham RFC.

Sunday 12/01/25 – D&W v Bucks – Melksham RFC

Sunday 16/02/24 – Berks. V D&W - TBC

There is provision for an extra assessment day depending on the number of girls being put forward.

### **Budget:**

Physio		x 3	£300.00
Travel expenses Coaches			£1,400.00
Venue hire	£75	x 2	£150.00
Food	£4 ph	x 120	£480.00
Resources Bibs		x 60	£115.00

I anticipate that the travel expenses should be slightly lower as there have not been the training sessions.

### The U16 D&W PDGFP:

The girls have a regular programme of training as well as playing opportunities.

Sunday 1<sup>st</sup> December D&W North v Oxon – Melksham RFC

Sunday 2<sup>nd</sup> February D&W South v Oxon – Melksham RFC

Sunday 23<sup>rd</sup> February D&W North & South v Devon

Sunday 30<sup>th</sup> March – Somerset

### There will be 3 Love Rugby Festivals:

**20<sup>th</sup> October - Wimborne** (Cancelled due to weather)

**19<sup>th</sup> January – Salisbury**

**8<sup>th</sup> March – Wimborne (re-scheduled with support from Bath Rugby)**

**27<sup>th</sup> April – Marlborough (TBC)**

The festivals are to encourage more players to interact and for coaches to share best practice.

The festival in April is aimed at coaches sharing best practice with hopefully an opportunity to carry out some workshops.

### The proposed day would be (this is provisional):

9am Registration for Coaches and Managers

9.30am Guest Speaker

10.30 am Coffee/Tea

10.45-11.15am Q&A session

11am Girl's registration for festival

11.30am Girls split into age groups / Designated coaches with mentor.

This is a work in progress.

### Moving Forward:

At the recent RFU/D&W Coaches and Managers meeting the up-and-coming Womens World Cup was discussed.

As a CB we want to raise the profile significantly by:

Womens curtain raisers

Joint fund raiser for the Wooden Spoon Charity:

Static cycle at each club with girls and women either cycling the distance to Twickenham from their club or 24hr marathon

Ask Clubs for more suggestions

Contact all Hub leads to join their meetings to enable direct contact with club chairmen.

### County Squads Staff:

#### U18

<u>Name</u>	<u>Role</u>	<u>Season 1</u>	<u>Season 2</u>	<u>Season 3</u>
Kate Berry	Manager			
Gordon Horsley	Head Coach			
Nick Matravers	Coach			
Owen Richardson	Coach			
Jenni Fleming	Physio	N/A	N/A	N/A

#### U16 D&W PDGFP North

<u>Name</u>	<u>Role</u>	<u>Season 1</u>	<u>Season 2</u>	<u>Season 3</u>
Claire MacCarron	Manager			
Gareth Wheatley	Head Coach			
Sam Prescott	Coach			
Aimi Dallyn	Coach			
Jenni Fleming	Physio	N/A	N/A	N/A



## U16 D&W PDGFP South

Name	Role	Season 1	Season 2	Season 3
Caz Durston	Manager			
Lauren Leatherland	Head Coach			
Dan Kinsey	Coach			
Charlotte Jeffery	Assistant Coach			
James Lovell	Physio	N/A	N/A	N/A

Those marked in blue will not be continuing.

### D&W PDGFP U16 Girls Lead Gordon Harding 3<sup>rd</sup> Season

As we have a number of staff coming up for renewal, I would like to propose the following timeline:

March – advertise posts (1<sup>st</sup> week)

April – short list (1<sup>st</sup> week)

April – Coaching observation session and interviews (2<sup>nd</sup> week)

Does County have a set of questions for use in this scenario? If not, can we collaborate to generate a set .

Players Development Group Foundation Phase Girls U16's – Gordon Harding.

Both of the D&W's PDGFP centres have played their first pathway development game of the season against Oxford PDGFP Girls U16's, these games were played at Melksham RFC, which is the D&W's PDGFP Girls U16 North Centre.

D&W's referees have attended both PDGFP Girls U16 centres and gave a presentation and field demo on what the Ref expects during the game and the girls took up the opportunity to ask specific game laws questions. This was well received by the girls.

The next PDGFP Girls U16's pathway development game will be against Devon on 23/02/2025 at Exmouth RFC the KO is 14:30hrs. Both D&W's PDGFP centres will play at Exmouth on this date.

The final game for the D&W's PDGFP Girls U16's is against Somerset PDGFP Girls U16's on 30/03/2025, venue and KO is TBC.

Currently the PDGFP South Centre at Dorchester is advertising for a Lead and Assistant Coach.

## 7. RFU Council Member – John Constable

Previous month's activity:	Have circulated notes from RFU Council meetings, CB calls etc. after the have taken place. Have been to clubs since last meeting when possible and happy to visit clubs going forward- just need to know which ones.
Current Budget update:	n/a
Proposed Activity (including estimated cost)	Continued attendance at Sub- committee meetings for RFU groups. Adult Competition Management (ACMSC) is the key one where the focus is now looking forward to next season and trying to preview who might be promoted/relegated etc. across the league structure. Work also ongoing on next season Structured season. Also, part of groups looking at Reg 10 (Tours and short forms of the game) and Reg 19, where the focus is on appendix 6 which is Age Grade. There is an RFU Council meeting on the 21 <sup>st</sup> of Feb, currently waiting the 'pack' for the meeting and will report as usual post meeting. There is also a pre-meeting on the Thursday night where we will be updated on the current position on the review to the LTIP bonus scheme that resulted in large payments in the Autumn. The RFU senior post-holders are currently running a number of either F2F meeting or virtual meetings to get feedback from the game. The F2F meetings are North Bristol RFC on the 19 <sup>th</sup> of Feb- 7-9pm and then there is one at Newbury RFC on the 20 <sup>th</sup> of Feb 1-3pm. I am planning to attend the Newbury meeting.

	<p>I have also been approached to look to see if there is any interest for our clubs/CB to attend a meeting between 11-12am on the 20<sup>th</sup>- likely venue to be RWB.</p> <p>As some may have seen there is now a SGM scheduled for Thursday 27<sup>th</sup> March at 5pm. It is my intention to attend. This has been called after over 100 clubs requested an SGM. Details should have gone to all clubs.</p>
Other items for discussion (please attach paper with estimated discussion time allocation)	<p>Volunteer Recognition- other CB Council Reps host extra 'Valued Volunteers' at matches the pre &amp; post-match meals etc. There is a cost- we would have to cover the tickets through our allocation and the meals, working on 2 people, could be over £300. Does the CB wish to allocate a budget to do this. If so, I would need names in plenty of time so I can look to book them in.</p> <p>Do we have an update on teams who have paid for County Competition entry (both Adult &amp; Age Grade) and who needs chasing.</p> <p>Trying to obtain clarification on who sanctions the Bournemouth 7's. Have been told its not D&amp;W but also it seems it's not the RFU- so who does. Concerns over insurance etc.</p>

## 8. Invited Attendees

Referees – Marcus Monier-Williams

CBRM – Nicola McCombe