



DORSET & WILTS RUGBY FOOTBALL UNION LIMITED

A joint meeting of the Dorset & Wilts. RFU Council – Management Board was held on Tuesday, 10th August 2021, from 7:30 p.m. via Zoom

MINUTES – AGENDA

[working assumption: papers sent with or referred to in this agenda will be taken as having been read]

No	Item	Action
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1.

2. **Attendance**, Inc. apologies: co-options and any introductions **MM/GB**

Mike Moysey [MM]	Atte	Stuart Murrow [SM]	Atte	Gerald Burden [GB]	Atte
Alison Hunter [AH]	Atte	Jane Hart [JH]		Alistair Morrison [AM]	Atte
John Constable [JC]	Atte			Clive Robins [CR]	
Hadden Graham [HG]	Atte	Ed Taylor [ET]	Atte	David Wookey [DW]	Apol
Julie Boddington [JB]		Chris Burton [CB]	Atte	Sean Macey [SM]	Apol
Alan Ottaway [AO]	Apol	Donovan Lynaghan [DL]		Jon Monaghan [JM]	Atte
Brett Bader [BB]	Apol	Denis Nolan [DL]	Atte	Ron Jones [RJ]	Apol

4. **Minutes: To note the of the Council meeting held on the 4th of May 2021 and the Management Board meetings held on the 18th of May 2021 – 22nd June 2021 – AGM Report held on the 21st of July 2021.**

[Copies circulated]

4. **Matter arising:**

Add Martin Hill (Swans) to AGM Reports

5. **DATES OF COUNCIL MEETINGS (All Tuesdays)**

10th August 2021 – 19th October 2021 – 18th January 2022 – 3rd May 2022

(Subject to change)

6. **DATES OF MANAGEMENT BOARD MEETINGS (All Tuesdays)**

10th August 2021 – 14th September 2021 – 12th October 2021 – 16th November 2021 – 11th January 2022

15th March 2022 – 12th April 2022 – 17th May 2022 – 21st June 2022

(Subject to change)

Please Note – On the 11th of August 2021, the new management format will start, subject to agreement.

All meetings start at 7.30 pm.

Physical meeting to be held at the Salisbury & South Wiltshire Sports Club, 9 Skew Bridge Wilton Road Salisbury SP2 9NY – 01722 327108. **(Subject to change)**

Virtual meetings by Zoom

7. **Club Representatives Updates:**

All

Elect Club Representative Lead – if you want to take on this role, please let the General Secretary know ASAP.

DW has offered to carry out this role.

Dave W agreed to be the Council rep lead.

Jon M is to undertake a review into the role of the council Reps. It was agreed to fund any face-to-face meeting.

AM asked about a job description for the role of council reps.

JM report to include updating the Target Delivery Plan.

CB asked about what meeting the new lead would chair, JM replied that during the first few months there is a need to hold more council meetings to share best practices and ideas.

Club Representative Development Project

Copy Attached

MM/CB/JM

Email from JM

Hi Everyone

I have discussed the Development Project with Chris and Mike and have been asked to take the lead on Management Board / Council liaison supporting the council development, following on from John Constable and continuing the great work he has done. I will make myself available to support Ed as we are close geographically. In my current position I will be focusing on extending the council and recruiting to fill the extra places in line with the D&W restructure.

Regards

Jon

Revised Club Representative pairings.

East Dorset

Jane Hart & Donovan Lynaghan

West Dorset

Ed Taylor & TBA

South Wiltshire

Dave Wookey & Hadden Graham

West Wiltshire

Alistair Morrison – Supported by Ron Jones

Swindon & North-West Wiltshire

Clive Robins – Supported by Stuart Murrow

8. Club Visits

CB/GB/MM

- A. Who role is it to visit the D&W member clubs?
- I. The Management Team of the D&W
 - II. or the elected D&W Club Representatives
 - III. or the RFU Council Representative on behalf of the RFU
 - IV. or D&W Sub Committee members
 - V. or D&W Honorary Vice Presidents

VI. Others

- B. How many D&W Representatives need to go on these visits?
- C. Any Club visit should be carried out by people living within the local area and not people driving from the South Coast to North Wiltshire for example.
- D. Which clubs should we visit, clubs in need or a club which is offering a free meal?
- E. Should the clubs invite the D&W to visit them, or should the D&W inform the club that we are planning to visit them.
- F. How many D&W Representatives need to go on these visits?
- G. Any Club visit should be carried out by people living within the local area and not people driving from the South Coast to North Wiltshire for example.
- H. Which clubs should we visit, clubs in need or a club which is offering a free meal?
- I. We need a clear and manageable programme of club visits and not the same people carrying out these visit's week in – week out without any reason.
- J. Travel allowance – D&W have in the past paid for travel to member clubs, but due to the current financial challenges we cannot have people driving all over the twin counties and submitting large mileage claims.

To give you an example on the 25th of September 2021, four people have been invited to Royal Wotton Bassett. The total mileage will be in the region of 600 miles and would cost £240.00 in travel allowances.

That is equivalent to 1% of our total budget for the year 2021-22.

Before the pandemic the D&W paid nearly £10,000.00 in mileage allowances, this is money that we simply do not have anymore.

- K. Should we set a maximum travel limit for club visits, say 25-mile radius of your home address.
- L. We should encourage car sharing for these visits.
- M. Secondly all this traveling is not good for the environment, because we now need to start to demonstrate our green credentials.
- N. To reduce the cost of travel, should we introduce a minimum travel distance for any D&W meeting before any mileage allowance is payable (75 miles round trip).

ET reported that he was planning to visit all his eight clubs.

JC stated that historically clubs after been presidential in nature. Clubs have also invited the officers to club events.

Jon M stated that we need to get message over to clubs that we are here to help and trying to catch them out.

MM stated that it would be good for the council reps to nominate the clubs to visit.

AM report that clubs are the bases of this club huddles.

HG stated the visit should be to the benefit of all.

DN asked who he should report back to after a club visit, it was agreed that it should be Dave W.

Jon M asked when did club reps visit their nominated club. Maybe it not just be on a Saturday afternoon , but also at other times.

It was agreed that we as a group need to be more pro-active in our communications, relating to club issues.

It was agreed to review the payment of mileage

GB/AH/CB

9. Management Board Update:

Woman's & Girls report attached.

CB reported that the Woman's & Girls review is underway and will be report back in October.

CB updated the meeting on the sale of match balls.

10. AOB

a) 2020-21 Physical AGM provisional date

Wednesday 27th October 2021 – Location to be agreed.

b) Discipline

GB reported that the Swindon RFC hearing will be managed by an RFU Chair.

GB reported all disciplinary hearing will be held online this year.

c) Coronavirus protocols

The protocol which hasn't changed:

<https://www.englandrugby.com/dxdam/5b/5b238521-f4df-4cb7-8d24-10d33377be2a/Covid-19%20Management%20Club%20Guidance%20v2.pdf>

d) Revised Playing Regulations

Have they been circulated to the clubs; GB have received enquiries about the availability of them?

e) Recent Appointments

Age Grade Rugby Lead – Nick Elbourne. Asked to meet GB/CB

Representative Rugby Lead – Michael Bamsey.

Governance Chair – Donovan Lynaghan.

GDPR Lead – Nicola Wallace-Walton.

The role of Playing Lead had been offered to a candidate, but they decided not to take up the position.

Non-Executive Director (#2) – Interviews later this week.

f) Vacancies

Rugby Safe Lead – we have been given the name of a person to contact from their club.

Playing Lead – re-run advertisement

Community Rugby Lead – re-run advertisement

Additional Club Representatives – One for West Dorset and two as per the re-vamp document.

Volunteer Co-ordinator (Wiltshire) – re-run advertisement

Senior Competitions Sub-group Secretary – re-run advertisement

Add Membership Secretary to vacancies list.

We received a total of 14 applications for the last round of job adverts, some of these people may be suitable to fill some of these vacancies listed above.

g) Planned Zoom meeting

GB reported that due to an error beyond his control, all planned Zoom meetings have been deleted from his computer system.

Please can you re-confirm any planned dates that you had booked ASAP.

e) The D&WRFU 2021 – 2022 Senior Mens County Competition Draws are available at

1st XV Cup [Click here](#)

1st XV Vase [Click here](#)

1st XV Plate [Click here](#)

2nd XV Cup [Click here](#)

2nd XV Shield [Click here](#)

3rd XV Cup [Click here](#)

GB asked who is going to do the invoicing. It was agreed that the competition needs remain within budget.

f) Can we organise tours? (For Information Only)

With government restrictions on travel within the UK (mainland and Northern Ireland) being lifted on 19th July, the previous policy of clubs/teams requiring CB approval for tours and full contact games that involves travel into other Unions (including Ireland, Scotland & Wales) comes back into effect. Clubs/teams should still observe government restrictions (traffic light system) for overseas travel.

Therefore, tour forms can be now looked at by GB. The tour information guide is available here: <http://dwrugby.co.uk/wp-content/uploads/Touring-1.pdf>

AM asked about why is Zoom meeting was cancelled, GB explain to AM the problem.

Gerald Burden Gen Sec