



## DORSET & WILTS RUGBY FOOTBALL UNION LIMITED

A meeting of the Dorset & Wilts. RFU Executive Committee will be held on Tuesday, 23<sup>rd</sup> November 2021 from 7:30 p.m. via Zoom.

### MINUTES/██████████/REPORTS

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

No	Item	Lead/Action
1.	<b>Attendance</b> , Inc. apologies: co-options and any introductions	CB/GB

Mike Moysey [MM]	Att	Sean Macey [SM]	Att	Gerald Burden [GB]	Att
Alison Hunter [AH]	Att	Ron Jones [RJ]	Att	Chris Burton [CB]	Att

2. **Minutes:** To note the minutes of the Executive Committee held on the 12<sup>th</sup> of October 2021.

3. **Matter arising:** None

#### Outstanding Actions

Start Date	Action	Name and Status
13/11/2021	Contact ECRFU for details relating to Reg 5	RJ
23/11/2021	increasing the number of Council meeting	CB/RJ
23/11/2021	Text to go with the TOTM photos	SM
23/11/2021	Woman's Girls review	CB/BB
23/11/2021	Compile a list of equipment needed – Babcock	RJ
23/11/2021	Rerun recruitment adverts	GB
23/11/2021	Ask at Twickenham about Club Accreditation	JC
23/11/2021	Locate the original RFU Club Accreditation template	CB
23/11/2021	Follow up on the outstanding incident with RE.	CB
23/11/2021	Forward the example complaint to DL to follow up	GB
23/11/2021	Wimborne bank details to AH	MM
23/11/2021	Match ball invoices outstanding – details to follow	AH
23/11/2021	Outstanding Senior Cup Competition invoices – list to be circulated	AH
23/11/2021	Re-circulate the new expense claim form	GB
23/11/2021	Run a Disciplinary Poster campaign	GB
12/10/2021	It was agreed to list on the next Council meeting agenda. The need additional Council meeting during the year.	GB
12/10/2021	Training of selectors – CB suggested Alan Low.	GB
12/10/2021	Draft a Job Description for the role of Membership Secretary.	AH/DW
12/10/2021	Nick E to email GB a list of the clubs to be invoiced. It the invoices are not issued within 7 days; we will need to chase.	CB
12/10/2021	Still to be arranged	JB/JE
12/05/2021	Arrange a meeting between Julie Boddington and Janet Edwards	RJ
12/05/2021	Re-write the JD for the Club Reps	JM/DW

12/10/2021	Try again to request a meeting, copy in Mark Saltmarsh – Andy Marriott	GB
13/04/2021	Arrange meeting with County Schools Union.	RJ

#### 4. Reports:

All

##### a) Financial

Re-circulate the new expense claim form

GB

AH reported that all payments are up to date.

Bank of Scotland balance £ [REDACTED].00

Nat West balance £ [REDACTED].00 less £ [REDACTED].00 for International Tickets

RWB subscription still outstanding.

Three outstanding Disciplinary Invoices (Poole – Lytchett – Bournemouth Uni)

Several outstanding Senior Cup Competition invoices – list to be circulated

AH

Some match ball invoices outstanding – details to follow.

AH

Invoice from Wimborne regarding VP lunches – Unable to pay no bank details

MM

CB asked about clubs from outside of the D&W playing in D&W leagues, should they be affiliated to the D&W.

##### b) Governance

##### Safeguarding

No Report received

GB stated that several people had commented about the difficulty in arranging Safeguarding Appointments, example circulated prior to this meeting.

Joe Walsh is now covering the north of the twin counties.

GB to forward the example complaint to DL to follow up.

##### GPDR

No Report received.

##### Anti-Doping & Illicit Drugs

No Report received

CB to follow up the outstanding incident with RE.

CB

AH asked if RE did club visits.

##### Diversity and Inclusion

No Report received

##### Disciplinary data

Club	Name	Charge	Outcome	Sanction	Return to play date
Yeovil			Passed to Somerset		
Swindon	Club	5.12	Proven	£2,000.00 fine	Suspended for 3yrs
Dorchester	Age Grade		Passed to the RFU – Letter to player from panel chair		
Dorchester	Club	5.12			
Calne	Chris McAlonan	9.12 & 5.12	Proven	4 match ban	
Trowbridge	Zak Harvey	9.12	Not proven		
Lytchett Minster	Jordan Andrews	9.13	Proven	3 match ban	17 <sup>th</sup> October 2021
St Austell			Passed to Cornwall RFU		
Bradford on Avon	Age Grade	9.12	Proven	4 Matches	
Bradford on Avon	Age Grade	9.12	Not Proven		
Devizes	John Bramwell	9.27	Proven	1 match ban	23 <sup>rd</sup> October 2021
Melksham	Jack Tunney	9.13	Proven	3 match ban	

Poole	Niall Taylor	9.12	Proven	8 match ban
Walcat	Under 18's Girls	Abuse		
Bishop Wordsworth's School		9.12	Proven	4 match ban
Trowbridge	Paul Tuinasakea	9.28	Proven	28 playing week ban
Trowbridge	Club	5.12	Formal warning	
Corsham	Matthew Knight	9.12	Proven	3 match ban
Brackell		9.28	Passed to Berkshire RFU	
Swindon COB		9.12	Not Proven	
Bournemouth Uni	Christopher Read	9.12	Proven	3 match ban
Crewkerne	Citing		Passed to Somerset	
Combe Down		9.12	Passed to Somerset	
Bridport		9.28	Not proven – Code Value presentation to the 15/16's	
Bridport		9.28		
Amesbury	Martyn Toon	9.13	Proven	3 match ban
Swanage & Wareham		9.28	Not proven	
Weymouth & Portland		Match Abandoned		
Yeovil		Match Abandoned	Passed to Somerset	
North Dorset	Age Grade	Internal Review		
Claysmore School	Age Grade	5.12	Proven	
Katherine Lady Berkeley's School		9.28	Passed to Gloucestershire	
Amesbury		9.20		
Swindon COB		9.12		
Marlborough		9.27		
Worthing		Racial Abuse	Passed to the RFU	

GB reported that Stuart Scott is to meet the Referee Society tomorrow (24<sup>th</sup> of November 2021)

CB suggested that we run a Disciplinary Poster campaign

**GB**

### c) Club Development

#### Facilities

Nothing to report

#### Training Courses

1<sup>st</sup> Aid Courses – currently 86 places booked – Both Wimborne and Weymouth & Portland have gone direct Breet (could had been an additional 24 places booked via the D&W scheme).

#### Clubs at Risk

Nothing to report

CB expressed his concern about Calne, due to the lack of players.

Local intelligence suggest that some clubs are having issues (playing numbers etc), but when asked directly there is not an issue.

#### Volunteering

Date:	23/11/2021
Reportee:	Jon Monaghan
Previous month's activity:	Youth Leadership Programme has now concluded, and Jon attended a presentation with two of the three completers. The

	<p>third is away at University and was not be available until December.</p> <p>Jon will start the next YLA in the new year and will advertise in the next week to prepare.</p> <p>Jon is planning to continue delivery of the programme by Zoom as this seems to work and will encourage completers to be involved in delivery and mentoring in future programmes.</p> <p>The Council development project is progressing, and we are developing the job description which covers the requirements in standing orders. We are trying to keep this brief so that people read them while making the members responsible for overseeing the CB Executive Committee and challenging and questioning operations.</p>
Current Budget update:	<p>Jon has had Polo shirts and glass trophies engraved for YLA graduates; invoices have been sent to Alison.</p> <p>Jon has submitted an expense claim to cover the costs.</p>
Proposed Activity (including estimated cost)	As already said we will be continuing with the Youth Leadership Programme this month

#### Club Accreditation

GB/AO will be looking at the possibility of setting up a D&W version if nothing is in place from the RFU by the end of this season.

CB to locate the original RFU Club Accreditation template  
Ask at Twickenham about Club Accreditation

CB  
JC

#### Council Representatives Review



## Council Representatives

Dorset & Wilts Rugby Football Union Limited

## Role of a Council Representative

The purpose of the Dorset & Wilts RFU Council is to provide a conduit between the clubs in Dorset and Wiltshire the Constituent Body. It provides information about what's working well and what could be improved in clubs as well as being the check for the work undertaken by the Executive Committee on behalf of clubs.

To do the above a council member needs to be conversant with RFU regulations.

The Dorset & Wilts RFU Council acts as a Check and Challenge body for all policies and budgets recommended by the Executive Committee. The Executive Committee General Secretary will provide all meeting minutes and sub-group reports at least Seven Day before all Council meetings to ensure all representatives have the opportunity to review and be prepared to respond and question decisions. Council members will have an understanding of how RFU works, liaising with RFU council member when needed to obtain further information, read all RFU send-outs provided and ask for more, if necessary, from RFU SW team, RFU council Rep or CB Hon Sec. Council members should be able to access club information via GMS when required to assist clubs in maintaining compliance.

The Council is responsible for checking the Target Delivery Plan operated by the Executive Committee. A review and report on achievements will be carried out at all Council meetings. This will need to be adapted to be SMART so that a proper review of progress and achievements can be carried out in line with the main areas of development below..

<http://dwrugby.co.uk/wp-content/uploads/DW-RFU-Strategic-Planning-Cycle.pdf>

Post Covid 19 Dorset & Wilts RFU will concentrate on four main areas of rugby development during the next three years.

- Player Recruitment and Retention.
- Woman's and Girls rugby.
- Club Support (Post Covid 19 and our long-term objectives).
- Under 17's – Under 18's Male Retention, Recruitment and Transition.

The four development areas above are subject to review and change. The Council representatives will provide the Executive Committee with feedback from the Club Huddles and club visits and communications and circulate Good Practice.

The Council acts as a Focus Group, developing new programmes for the promotion of rugby. To promote Equality, Diversity, and Inclusion. Promote County Membership.

The Council members will monitor progress and achievements by:

- Acting on behalf of clubs by overseeing the actions of the Executive Committee.
- Visiting clubs in their area as required. Responding to club requests for support. (with D&WRFU Officers and Officials when needed).
- Being open to suggestions and options given by other Council Members
- To be a two-way information conduit between the clubs and the Dorset & Wilts RFU regarding subjects such as funding, D&WRFU Events, Coaching & Referee Development, Community Rugby, Fixture Generation, Competitions and Representative Rugby.
- To ensure club issues are dealt with directly or sourcing a solution or someone externally to assist.
- To arrange regular meetings with assigned clubs, individually and or as a group.
- To work alongside and Liaise with RFU SW team to enable the above to be functional and efficient
- Work with clubs to understand what support is required to help clubs develop and grow, whether on or off the field.

**Members of Council consist of:**

- Club Area Council Representatives
- Dorset & Wilts RFU Council Representative (John Constable)
- Dorset & Wilts RFU President (Chair) and or Deputy President
- One member of the Executive Committee
- Referee Representative
- Women & Girls Representative
- Age Grade Representative

The Council can invite others to attend Council meetings to report on set subject or topics. The working year shall start at the end of the AGM and finish at the start of the following AGM, for the Council, the Executive Committee and all Subgroups empowered to undertake business on behalf of the union. The Council reserve the right to suspend Standing Orders, at any time if the need arises.

### **Huddles**

Huddles are meeting with clubs hosted by Council Representatives either virtually on Zoom or in person when appropriate. They will be organised quarterly or when information dissemination requires. Clubs are to be encouraged to arrange the attendance of a variety of members to get a wide range of input and views. The meetings will be driven by clubs needs and information from Dorset & Wilts RFU and the RFU staff. RFU staff should be invited and attend wherever possible. Notes will be provided on all huddles to support the sharing of information between clubs.

### **Club Visits**

Club visits are carried out by Council Representatives to observe club operations. This is driven by the clubs, discipline, club development and concerns over club finance and facilities. The purpose of club visits is to explore clubs operation and support their development. It is important to develop trust between Constituent Body and clubs and dispel the theory that visits are carried out when they have done something wrong. The intention is to support and develop. A report of all visits will be submitted using the form at Appendix B.

### **Council Meetings**

To meet at least Four times during each financial year [between 1 July and 30 June].

- August.
- November.
- February.
- May. (To include the Executive Committee members).

Limited to one physical meeting per year prior to the AGM.

### **Council Reporting**

With the Council meeting every 3 months, following each meeting a draft copy of the minutes with all reports attached will be forwarded to all council members within 14 days by the General Secretary for their observations. Council members will have seven days for comment or correction.

The council will report into the Executive Committee when requested using the form at Appendix A.

Any matters arising will be managed by circulation (i.e., e-mail or conference call). All Council minutes are to be posted on the D&WRFU website, upon final approval.

The Executive Committee is to submit its written report with all Subgroup reports attached, 7 days before Council meeting dates to all members for consideration.

If any Council member wishes to raise a question regarding the submitted report, they are to reply to the report's author by return, copying in all other members into their request.

## **Dorset & Wilts RFU Council Report**

Date:	
Reportee:	Jon Monaghan
Previous Quarter activity:	East Dorset West Dorset

	North Wiltshire Mid Wiltshire South Wiltshire
Clubs at risk:	
Club development requirements:	
Problem issues: (from more than one Huddle)	
Other items for discussion (e.g. Items from Management Board Reports) Minutes to be sent to the Council at least a week prior to a meeting.	

## Dorset & Wilts RFU

### Club visit notes and club feedback



Club –	Date –
<p><b>Reason / rationale for visit</b> General visit or planned review of projects, discipline or safeguarding issues.</p> <p><b>Ongoing club development projects to report on</b> Any projects which need to be checking on for a planned review or done during a general visit to identify good practice and progress or identify risks to the project.</p> <p><b>Any Identified problems prior to the visit</b> Problems with hitting planned milestones for projects or identified concerns raised e.g. Club reps or the clubs themselves. Consideration should be given to discipline and safeguarding in particular.</p>	
<p><b>Notes</b> Brief summary of progress or problems. Feeling around the club. Evidence relating to projects or club development needs.</p>	

# Dorset & Wilts RFU

## Club Huddle notes and club feedback



CB Huddle Officer completing the report .....

<b>Huddle Area –</b>	<b>Date –</b>
<b>Attendees / Clubs</b>	
<b>Agenda Items:</b> 1. 2. 3. 4. 5. 6.	
<b>Notes</b> Brief summary of progress or problems. Feeling around the clubs.	
<b>Actions</b>	
<b>Date of next meeting</b>	

### Outstanding Recruitment

Playing Section lead.

Senior Competitions Subgroup Secretary.

CB RugbySafe Manager.

Membership Secretary.

CB Volunteer Coordinator for Wiltshire.

Rerun recruitment adverts – Targeted Groups on GMS

**GB**

### Leadership in Union

Both Donovan Lynaghan and Julie Boddington wishes to be considered – **Cost** - £600 plus VAT for the first CB candidate with a 50% reduction for further CB candidates enrolled.

To enrol candidates, confirm their details to the CB Relationship Manager by 23rd November 2021.

It was agreed that D&W would defer selection this year, to get a better idea of what is on offer.

### 5. Representative Rugby

Date:	22 Nov 21
Reportee:	Michael Bamsey
Previous month's activity:	N/A
Current Budget update:	Nil spend against all four teams as at today
Proposed Activity (including estimated cost)	<ul style="list-style-type: none"><li>• U18 – plans are in place however I am yet to discover the detail, December report should have this as it firms up.</li><li>• U20 – Season draw has taken place.</li><li>• Women's XV – No activity</li><li>• Men's XV – No activity</li></ul>



<p>Other items for discussion (please attach paper with estimated discussion time allocation)</p>	<p><u>U18</u> Team manager and coaches in place, plan being finalised this month for the season ahead. Plan will be in December report.</p> <p><u>U20</u> <b>No success</b> in recruiting <u>anyone</u> to drive this programme as yet. Draw complete &amp; season plan in place including a friendly against Berkshire <b>23 Jan 22</b>. <u>Concern</u>.</p> <p><u>Senior Women</u> Two coaches in place, no Team manager as yet. Draw TBC.</p> <p><u>Senior Men</u> Team manager and coaches are in place, some discussion required with County competition managers to understand our draw if we are indeed in Division One. Draw yet to take place.</p> <p><b>Questions</b></p> <ul style="list-style-type: none"> <li>• How are the budgets controlled, will I see every invoice to approve before spend is agreed?</li> <li>• Has any spend been authorised yet against this seasons budget?</li> </ul>
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GB reported that he had received a call from Brett, regarding how coaches are currently been appointed.

GB reported that Babcock Engineering have agreed to support the D&W with the purchase of equipment. We need to compile a list of equipment needed. RJ

GB reported that RJ and him had visited Michael Hope to purchase, all his old D&W stock. There is a new D&W clothing shop on the website.

## 6. Woman's and Girls Rugby

No Report received

CB reported the Woman's Girls review report is near completion and will be available by the next meeting. **CB/BB**

## 7. Community Rugby

Date:	17 <sup>th</sup> November 2021
Reportee:	Sean Macey
Previous month's activity:	<p><u>Dorset &amp; Wilts Cup Competitions</u></p> <p>1<sup>st</sup> XV Cup: 1 match played to date in accordance with schedule. Semi finals all due to be played 05/02/22.</p> <p>1<sup>st</sup> XV Vase: All quarter final games resulted in HWO's. Semi Finals due to be played 05/02/22.</p> <p>1<sup>st</sup> XV Plate: Remaining semi final place to be determined by a league/cup double header between Colerne/Pewsey Vale on 27/11/22. Semi finals due to be played 05/02/22.</p> <p>2<sup>nd</sup> XV Cup: Chippenham II and Wimborne II into semi finals. Remaining QTR finals scheduled for 05/02/22</p> <p>2<sup>nd</sup> XV Shield: Competition due to start 04/12/21</p>

	<p>3<sup>rd</sup> XV Cup: game scheduled for 13/11/21 between Swanage &amp; Wareham III/Trowbridge III now being played 04/12/21 due to league fixtures taking precedence.</p> <p>So far 6 walk overs, therefore £300 of £2200 taken in deposits for match completion to be retained. Question wider issues regarding validity of competition in current format – teams aren't prepared to travel for cup games?</p> <p><u>Dorset &amp; Wilts Leagues</u></p> <p>3 teams highlighted as being in danger of being expunged from the leagues; Sherborne II, Salisbury III and Wimborne III. Wimborne have received a warning from SW Rugby indicating failure to fulfil another game will result in their removal.</p> <p>SW Rugby had an unadvertised amnesty (now over) regarding the issuing of fines resulting from failure to complete matchcards by the 23:59 Monday deadline. Other fines eg. Not communicating the score by 17:30 or failure to advise SW Rugby of game cancellations by 15:30 still incurred a penalty. League Secretaries have been encouraged to keep reminding clubs of these deadlines and protocols to avoid fines being issued. This has also been a message that John Constable has been delivering at the various huddles.</p> <p><u>Tribute TOTM/Sponsorship</u></p> <p>2 Tribute Team of the Month awards have been presented; Sherborne in September and Devizes in October. The winning team are awarded a slab of Tribute. In the New Year we will take delivery of Tribute stash for the clubs consisting of (at least) water bottles, water carriers and practise balls. The CB will also receive £2k.</p>
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GB asked if he could have some text, about the club achievements to go with the TOTM photos.  
SM reported on the planned Game-On project.

SM

### Age Grade

Date:	22 November 2021
Reportee:	Nick Elbourne (NE) - Age Grade Rugby Lead
Previous month's activity:	Focus has continued to be on getting games played. There are still a number of postponements taking place due to Covid and other factors. Clubs are in general (with a little encouragement in some cases) being flexible about rearranging rather than cancelling and we are continuing to avoid many walkovers. There have been an encouraging number of reports of games being played in a good spirit with examples of good sportsmanship and clubs working together to get Rugby played. However this is not universal and two games (one at Under 18 and one at Under 15)

	<p>have been abandoned due mainly to player indiscipline. These have been reported to Discipline.</p> <p>NE attended an RFU run Zoom meeting of Age Grade Competition Organisers across the South West and London &amp; South East.</p> <p>An Under 18 Trial / Development Day took place at Dauntseys School on Sunday 7 November and a training session is due to be taking place on Monday 29 November at Salisbury RFC. The resignation of Richard Bourne who has been a stalwart of D&amp;W Age Grade Representative Rugby for many years is regretted.</p> <p>The ERDPP programme has been continuing under the operational control of Bath Rugby. There has not been an RPPG meeting within this reporting period but one is scheduled for Tuesday 30 November after which I will circulate an update to the MB.</p> <p>Girls Rugby is still running independently at the moment with a programme of Clusters and Super Clusters organised by Brett Bader (BB). This seems to be working well at the moment.</p>
<p>Current Budget update:</p>	<p>It has taken some time for the membership of the competitions to settle but most teams now participating should be able to go the distance and the data for invoicing has been sent to the Hon Treasurer. Even if further clubs do withdraw now they will have had sufficient opportunities to play already to justify paying the fee.</p> <p>Detailed spending projections for Under 18 Age Grade Representative Rugby prepared by Richard Bourne were forwarded to the Hon Treasurer. Subsequent events may have overtaken these but the SW Invoice for £390 does need to be paid with some urgency.</p>
<p>Proposed Activity (including estimated cost)</p>	<p>Competitions to continue. Invoices to go out, please and regular reports on who has paid would be very helpful. Beulah trophies to be ordered ahead of possible price increase. (Estimate £180 but quotation will be secured ahead of order)</p> <p>From the meeting between Chris Burton, Gerald Burden and NE at Blandford, NE had the impression that Under 17 / 18 was coming under the Age Grade remit but it subsequently appears to have reverted to the Adult Representative Rugby Lead. Clarity would be helpful as the Under 18 programme is already underway with two training sessions and two SW trial fixtures scheduled between now and early January. Sadly this has contributed to losing the services of RB but the remainder of the Age Grade team are happy to do (or not do) as required to ensure these programmes work for the players and benefit the Clubs.</p> <p>Bath Rugby communication has hit an unplanned pause and is being followed up. NE and JP still discussing holding the Midi Festivals, which form the second part of the Under 12 and Under 13 Waterfall Competitions, at the Rec as happened very</p>

	<p>successfully for Under 12 in 2019. May also incorporate Under 15 girls and an Under 8 Wooden Spoon Festival.</p> <p>NE still trying initiate discussions with BB on how best to integrate the Gils programme within Age Grade Rugby.</p>
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## 8. RFU Council Representative

Date:	22 <sup>nd</sup> Nov 2021
Reportee:	John Constable- RFU Rep
Previous month's activity:	<p>RFU Council meeting last Friday- once the usual source of notes- the Middlesex notes are out, I will circulate. The Annual RFU report is likely to be out this week, again once released, I can share some commentary. For this season, it has been great to have Capacity crowds for the 3 Autumn games and whilst this means that some areas will be ahead of budget, there is caution over what might happen around the 6 Nations games- with Covid going up in areas and other Countries will restrictions be in place on crowd size. Also, to give an example of problems that have been overcome, hospitality for the Tonga game was circa. 8000 covers- thankfully enough staff were recruited to cover this, but last Saturday for the South Africa game the total covers was over 14,000. If enough staff hadn't been sourced this would have resulted in a reduced stadium capacity.</p> <p>On the playing front the Future Competition Structure review is progressing through the implementation stage with hopefully this week the invitation going out to clubs to give an expression of interest for entering lower XV's. This wont impact really on D&amp;W since our leagues cater for these teams, apart from Bournemouth 2. Once the invite is sent out, I will contact Bournemouth to make sure they are aware and action.</p> <p>I, like others, are aware of the number of games in the Adult male being cancelled and teams pulling out of the leagues. This is a national issue post-covid and whilst no clubs have folded, teams have. We will need to monitor and be flexible, I think we do tend to lead the way on this looking to get games played but clubs must play there part as well. Maybe past track records don't help.</p> <p>The Women's game is developing swiftly and the attendance figures for the Red Roses game have exceeded expectations, as has the TV audience.</p> <p>Project Touchstone- this is the GMS data cleanse, affiliation etc. Work on this is still progressing and it helps to have as accurate data as possible. As we know GMs has a huge amount of inaccurate, legacy data that needs to be removed so clubs will be encouraged to continue to work on this.</p> <p>D&amp;I- please look at the section on England rugby and there is a D&amp;I toolkit for clubs and CB's to use within the site.</p> <p>The RFU AGM will again be a hybrid meeting so that clubs can join in without the need to attend in person. Date TBA.</p> <p>Lastly, I feel I must mention again that I think it is important for me to be attending the Board meetings to listen to the debate, feed in info where I can but also to be able to pick up any questions or issues raised that need feeding up the line. This is</p>

	virtually impossible to do just from brief minutes. I would ask again that the structure be tweaked to cover this. There was also mention in the last board meeting minutes about having more Council meetings but at the last Council meeting this was not raised or debated- has this been taken any further forward. Having the meetings via Zoom should enable the extra meetings to take place with no real impact on costs.
Current Budget update:	
Proposed Activity (including estimated cost)	Question- are there any club visits planned over the coming weeks or clubs that need a visit- happy to tag along on Saturday afternoons.

RJ asked about increasing the number of Council meeting, both CB and GB thought this was to be included in the Club Representatives review. **CB/RJ**

**9. Any Other Business:** (if time permits)

**All**

Outstanding items for the Handbook/Website

Referee details and any updates

Club details for the following

1. Bournemouth RFC
2. Bradford-on-Avon RFC
3. Bridport RFC
4. Cricklade RFC
5. Dorchester RFC
6. East Dorset Dockers RFC
7. Lytchett Minster RFC
8. Poole RFC
9. Swindon RFC
10. Swindon College Old Boys RFC
11. Warminster RFC
12. Wimborne RFC

RJ reported that he will be attending a meeting with Bath Academy next Tuesday (30<sup>th</sup> of November 2021) regarding DDP updates – Playing Programme Alinement – CB Under 17's/18's – PDG – Funding from the CB's – Coach Development.

RJ asked about RFU Regulation 5 and how the CB was responding with the clubs. AH requested club accounts for this year before the introduction of the new reporting format. RJ stated that the Eastern Counties RFU had developed a system of reporting. RJ to contact ECRFU for details.

**Gerald Burden Gen Sec**