



DORSET & WILTS RUGBY FOOTBALL UNION LIMITED

A meeting of the Dorset & Wilts. RFU Council was held on Tuesday, 14th October 2025, from 7:00 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	Lead/Action
----	------	-------------

1. The meeting was held via Zoom.

2. Attendance, Inc. apologies: co-options and any introductions

Mike Moysey [MM]	Apol	Nigel Mattravers [NM]	Atte	Gerald Burden [GB]	Atte
Alison Hunter [AH]	Atte	Marcus Monier-Williams [MMW]	Apol	Alan Ottaway [AO]	Atte
John Constable [JC]	Atte	Michael Bamsey [MB]	Atte	Nicola Vaughan [NV]	Apol
Elena Notarbartolo [EN]	Apol	Ed Taylor [ET]	Atte	David Wookey [DW]	Atte
Duncan Souster [DS]	Atte	Chris Taylor [CT]	Apol	Sean Macey [SM]	Apol
Jane Hart [JH]	Atte	Jason Yarwood [JY]	Atte		

Ben Smith attended on behalf of Nicola Vaughan

NM remarked on the positive response that he had received so far this season.

3. Minutes:

To note the of the Council meeting held on the 9th of September 2025. To view Please [Click Here](#)

Noted

4. Reports

➤ Administration

Can you all review and update your section of the D&W Website, info to admin@dwrugby.co.uk.

Updates wanted for the pages below

[Page of Remembrance](#)

[Honours](#)

On going project

Budget updated – Revised version agreed

GB suggested that each Representative Rugby section should raise £2,500.00 by finding Sponsorship – Crowd Funding. MB to discuss the idea with the Team Managers.

GB asked about this year's funding from St Austell Brewery, JC confirmed that it should be available later in the season.

NM asked what needs to be done to receive the balance of the RFU funding, GB/BS reported that the CB needs to submit a report to NV outlining our planned expenditure for the coming season by the 31st of October 2025. GB stated that this was in hand.

'Club Support' recently held a meeting to consider its areas of activity within the current D&W 'business' plans for 2025-2026.

In order to overcome the planned overspend for the 2025-2026 year we have reviewed 'Club Support' spending and RFU income allocations. We propose reducing the level of funding allocated for club grant support by £12,000, which will halve the previously examined net deficit for the operating year. This will leave £4,000 available for allocation via the recommendation of the D&W Area Representatives under Dave Wookey (as D&W Area Co-Ordinator). The previously agreed budget of up to £5000 for allocations via direct club application is also retained (CB policy is to allocation up to 10 x £500 grants, although in special circumstance the value cap may be exceeded.)

Website

At the moment we have indicated on our website that the grant application process has been 'suspended'. This is only so we can directly manage applications and focus our limited funds on clubs that could really do with assistance.

Revised budget attached

The meeting agreed that any mileage claims from VP's/Council members who attend Representative Rugby matches, should come from the General Mileage Allowance.

Section Leads to work with GB to update their web pages.

Governance Section Webpages – GB to meet with JH

DW reported that the date relating to the AGM in the Governance webpage refers to July 2016. GB to review and update.

GB asked if the information shown on the Governance webpage, about the management of the CB should be relocated to the Admin section. The meeting agreed that it should be.

Walking Rugby page to be updated – DW to forward the update to GB

➤ **CB Engagement Team**

- 📅 VP Membership
See email chain attached – we need move forward on this issue.
Group members are GB – DW – JC – NM
Meeting date to be agreed

- 📅 Sponsorship
Draft Asset Register completed – Follow up meeting to be arranged

➤ **Area Representatives**

Previous Month activity:	East Dorset – Meeting being booked for 23 or 24 October
--------------------------	---

	<p>West Dorset – Awaiting Date</p> <p>North Wiltshire- Awaiting Date</p> <p>South Wiltshire – Meeting held 15 Sep Zoom 5 clubs attended – Next on 1 Dec @ 6.30 - Zoom</p>
Other matters:	<ul style="list-style-type: none"> Amesbury – Because of a lack of players the women's team folded for this season only.
Club development requirements:	<ul style="list-style-type: none"> Clubs were reminded by Club Developer about RFU grants and Reps for D&W Grants. Melksham requested a Grant but could not decide what for against the Girls post WRWC. Chris engaging with them and Alan RFU Club Developers offering one to ones with clubs, Reminded that there is a need to work with the Area Reps
Problem issues:	<ul style="list-style-type: none"> Player registration data – see Governance report, this affect all clubs and area reps are requested to remind clubs of regulatory requirements Engagement with club – S Wilts not being engaged with by Trowbridge – citing too many meetings and getting nothing out, N Wilts struggling to engage many club, E Dorset not getting replies from club apart from 3, W Dorset, no comments
Other items for discussion	<ul style="list-style-type: none"> How can we get clubs to engage with their Reps? All are sending information out to clubs, using possibly different PoCs than CB Admin use, but little comes back the other way. Area Reps encouraged to do Club Visits and report back when time and life permits, if other Council members engage with clubs, can they encourage contact? – See part of Duncans report to me in <i>Red</i> below
Full report from S Wilts - Duncan	<p>Overview</p> <p>Since taking on the South Wiltshire Huddle, I have hosted one online meeting with representatives from across the area. The session was well attended and conducted in a positive, open spirit, with clubs sharing constructive updates and challenges.</p> <p>Through a mix of targeted emails and general communication, I am hopefully gradually building awareness, trust, and participation in the Huddle. There is still some way to go in demonstrating sustained value, but early signs are encouraging.</p> <p><i>My belief is that the Huddle's success will depend on becoming more than just a meeting. It should serve as an ongoing support network that provides clubs with information that truly matters, delivered in timely, clear, and actionable ways that make life easier for busy volunteers.</i></p> <p>My ambition is to develop meetings that club members actively <i>want</i> to attend — because they leave with something useful, practical, and relevant to their club's growth and sustainability.</p> <hr/> <p>Summary of Key Themes Across South Wiltshire Clubs</p> <p>The meeting reflected a generally positive but mixed picture of club health and capacity across the region.</p> <ul style="list-style-type: none"> Player Retention & Recruitment: Senior men's teams remain active but face ongoing churn.

	<p>Several clubs report strong youth sections providing future depth. Recruitment efforts are underway at most clubs to attract both players and volunteers.</p> <ul style="list-style-type: none"> • Women's Rugby: There are signs of renewed activity, with women's teams forming at both Pewsey RFC and Salisbury RFC. However, this growth has to some degree come at the cost to another club. This may also be stretching the existing player pool too thin across the region. Amesbury RFC, forced to withdraw from league competition while focusing on rebuilding their women's section. The collective challenge now is sustainability, ensuring that each club can field and support a viable squad long term. • Walking Rugby: Continues to thrive across South Wiltshire. Salisbury and Amesbury report particularly strong numbers and community engagement. Some smaller clubs are signposting players to neighbouring teams where local capacity is lacking. Establishing resources to run a new section has been a challenge. • Facilities & Infrastructure: Facilities remain a recurring challenge. Themes include: <ul style="list-style-type: none"> ◦ Clubs seeking lease security to unlock funding. ◦ Need for upgraded floodlighting and replacement equipment (e.g. posts). ◦ Limited changing and catering facilities, particularly for women and youth sections. Clubs are exploring funding routes via RFU, Sport England, and local councils. • Governance & Compliance: Clubs were reminded to keep GMS data current, particularly committee roles and player registrations, and to submit club accounts by the December deadline. This remains a focus area for maintaining eligibility for CB and RFU grants. • Community & Social Impact: There's a strong sense of community-driven effort, with clubs adapting creatively to facility constraints and balancing competitive rugby with inclusive formats such as Walking Rugby and family-oriented events. <hr/> <p>Outlook</p> <ul style="list-style-type: none"> • Overall, club sentiment at the start of the season is cautiously optimistic but with acceptance of challenges ahead.
--	--

Huddle dates wanted

DW to update the report regarding the comments about Clubs at Risk.

DW reported that clubs in both the East Dorset and North Wiltshire areas are not engaging with the Area Representatives.

ET asked about the appointment of the new Club Developer for Dorset – BS stated that they should be in post by Christmas.

➤ Governance

📌 Discipline

24 cases so far this season – to view the Case List – Please [Click here](#)

Including

Five cases of Match Official Abuse

Matches Abandoned

One for Serious Injury to a Fairford player

Two at Age Grade (One for a Somerset RFU Club – One for a D&W Club).

NM reported that MMW is concerned about the status of Match Official Abuse. The question which needs to be answered is how we can stop this behaviour.

JH stated that there were concerns about the standard of the referee's available, regarding the need for referees to be stronger and put their authority on the match from the start.

JH stated that the GRFU have developed an Orange Card for touch line behaviour.

It was agreed that the CB needs to support the Referee's more and especially the YMO's

Data, GMS & Registrations





Both falling together for this Council meeting as the prime concern is once again data accuracy and cleansing. Primarily at this time of year we look at Playing members of clubs and look across the board at accuracy of data and retention of people on club GMS that are no longer playing or associated with the club.

I attach a time stamped shot of players as of 3 October showing a large number of players in all three categories not renewed registration for the season. Club should be reminded that players not returning should be deregister if adults and all removed (including parents for AG) from club GMS. This does not affect their status elsewhere within the RFU. This is for data protection compliance as well as accuracy of player data. It is my intention late October to write to all data officers in our clubs to ensure this is carried out. I hope that RFU regional staff will be doing the same. If clubs don't know what to do then training is available as per previous reports.

Secondly, and this has been passed to the CB RugbySafe Officer is that we have found in many clubs the required emergency contact data which is to be completed by the senior player or Age Grade Parent is being falsified by insertion of dummy data on senior players. This gives rise to the concern that registration renewals are NOT being carried out by the players but by the club registrars. This is a breach of regulation and must stop. Registrars are permitted to assist players in registering but while they are with them and completing the emergency contact and medical information accurately and with their permission. The use of N/A or TBC is not helpful in the case of needing to contact in the case of emergency.

As we move through the season, I will be checking this data and then looking at other legacy data in clubs to push towards all clubs cleansing their data and if that means visiting (in person or virtually) and helping clubs I will be doing that.

A letter to be forwarded to all clubs regarding the management of data and the risks clubs could incur if not done correctly.

-  Safeguarding – No report filed
-  GPDR – No report filed
-  Inclusion & Diversity – No report filed
-  Anti-Doping & Illicit Drugs – Nothing to report

NM asked about how the D&W could help clubs manage this issue – there appears to be no supporting material available from the RFU.

GB reported that there is lots of information available online (poster etc).

The consensus was that this is more a club topic than a D&W issue, if approach the D&W should highlight areas of support available.

🚦 RugbySafe – No report filed

NM reported that he has received excellent reports about the work put in by Robin Nathan

🚦 Festivals – No report filed

➤ **Club Support**

🚦 Clubs at Risk

There has been reporting on a number of 'at risk' clubs recently. At the moment the clubs concerned haven't reported anything further. Some chatter about one club has been passed through to the RFU and we ask anyone who hears news or has issues to report please do so via our Secretary.

🚦 Facilities & Equipment

🚦 Grant priorities

As many will know, notwithstanding the recommendation above to reduce budget, we allow clubs to bid for funds to help them. These are always considered on merit. Previous awards to a club and the financial health of a club may be factors taken into account when prioritising awards. To help guide clubs and area representatives when looking at requests for grant support we considered how to allocate what by any definition is very small sums of money. We are still mindful of RFU priorities and feedback from clubs on a daily basis. We direct those looking at any club proposals to focus on core club activities where the operating of the club can be supported. Thus Changing Room help (especially to improve them for women and girls rugby); floodlighting (especially to help meet unexpected demands for training/ coaching players, or for eg non-contact forms that help retain club members that may otherwise fall out the game or allow clubs to provide a step into rugby for new recruits wanting to sample rugby) and recruitment of volunteers and players (any forms of new activity for new audiences, or to maintain the playing strength of a club within an existing set up that is currently under numbers pressure).

It was agreed that any existing or new grant application would be considered on merit, subject to the T&Cs of the D&W application procedure.

🚦 Training

Our application to RFU for sessions under their Club Support (Business Operations) Workshops was successful and we have been allocated 'Social Media': Timeslot – Between Mid-October and Mid-December. Neighbouring CBs have been allocated Sponsorship and Events Management, with the hope that invitations will be extended to neighbouring CBs should clubs wish to join in with these sessions. Likewise we intend to extend our neighbours the offer to attend our 'Social Media' session.

🚦 Volunteers

Age Grade Competition Co-ordinator – Appointed

Under 20's – Team Manager and Head Coach wanted

➤ **Director of Rugby**

🚦 Representative Rugby – Senior Mens – Senior Women's – No report filed

Under 18's boys programme to start next month.

Under 18's boys to be re-branded (County Rugby) now.

GB & AH expressed concerns about making payments in to a private bank account. These were around getting access to the funds if the account holder should pass away, and the risk the account holder is at with HMRC because these funds would be counted as income and therefore subject to income tax.

- No ties will be issue to the Under 17's boys – it is now only a development programme,
- 🚩 Community Rugby – No report filed
- 🚩 Walking Rugby
- 🚩 Women's Rugby
- 🚩 Age Grade
- U12 and U13 Waterfalls

The Dorset U12 waterfall was successfully delivered at Dorchester RFC on 12th October. The U13 Dorset waterfalls will be delivered by Oakmedians RFC on 19th October.

The Wiltshire U12 and U13 waterfalls did not go ahead, due to a misunderstanding with the host club being expected the host and run it with support. Three U12 teams attended the Dorset waterfall and the U13's made local arrangements.

The joint D&W's U13 waterfall in 2026 will be held at Dorchester RFC on 22nd March. We are still looking for a Wiltshire club for the joint D&W's U12 waterfall planned for March 01st 2026.

Competition Team Recruitment

The vacancy was advertised and a successful candidate he's been appointed.

🚩 PDGFP

Two assessment evenings were successfully delivered at each PDGFP centre.

D&W'S North centre at Warminster RFC has 32 girls in the programme

D&W'S South centre at Dorchester RFC has 26 girls in the programme, with 8 callbacks planned

Six girls have been selected to join the PDG U18's.

To-date not all of the PDGFP U16 Girls have been registered with D&W's, this being addressed.

🚩 Under 18's Girls

November – February Season

Welcome

The Dorset & Wilts RFU U18 Girls County Programme is dedicated to developing young female rugby players, building skills, confidence, and teamwork in a supportive environment.

Programme Schedule – November & December

Nov 2 Assessment

Nov 16 Squad Development

Nov 24 (Mon) Introduction to Refereeing

Dec 1 (Mon) Training

Dec 7 Train/Game – Oxon Away

Programme Schedule – January & February

Jan 5 (Mon) Female Health Session

Jan 12 (Mon) Training

Jan 18 Train/Game – Berks Home

Feb 9 (Mon) Train

Feb 15 Train/Game – Bucks Away

Key Information

Nominations will be requested from clubs on Sunday 12 October and the closing date will be Sunday 26th October.

- Assessment day will focus on

- Game Awareness
- Athleticism
- Mindset
- Execution of skills

- All players must complete the RFU Headcase e-learning course.

- Successful athletes will be required to sign the County U18 Girls Player Agreement 25/26.

Contact Information

For more information, please contact the Dorset & Wilts RFU Programme Manager.




Contact : dwgirlsrugby@gmail.com Kate Berry – Team Manager or Caz Durston Dorset & Wilts. RFU Women & Girls Lead.



➤ **RFU Council Representative**

Previous month's activity:	<p>Attended full RFU Council meeting plus one online session.</p> <p>I have circulated some notes from the council meeting to our clubs and also Council, along with a financial overview document supplied by the CFO and information around up-and-coming Competitions workshops. These are designed to try to get from various areas of the game what changes or improvements could be considered. They are not intended as the chance to open up old 'gripes' like league sizes.</p> <p>(Interestingly a small project is underway at the lower end of the league pyramid with smaller leagues enabling more flexibility around changing game dates- so far the early result are looking promising with more games be 'completed' rather than conceded.)</p> <p>Also attended Adult Competitions Management Sub-committee and Club & CB Development Sub committee meetings.</p> <p>Also been overseeing the first round of the new RFU National Cup for teams at Counties 1 and below. Sad to report that out of the 19 games scheduled involving D&W teams only 4 were played and 11 of our teams conceded fixtures. Ongoing review will be undertaken later in the season on this.</p> <p>Completed as best as possible the sponsorship sheet as part of the review in this area- waiting for details of next meeting.</p> <p>Regards County Championship- the discussions that were started by Hampshire around alternative format will now be developed further across the whole County- waiting for news on next meeting. In the meantime the expression of interest for being involved in this seasons Competition at Senior Men, Ladies and U20's has come out to the CB.</p>
Current Budget update:	n/a
Proposed Activity (including estimated cost)	<p>Have next Adult Competitions SC meeting later in the week plus attending a number of sessions in the w/c 20th October looking at the Competition offer across all aspects of the game (Adult Male, Female, Age Grade and social/Merit table rugby.</p> <p>Next full RFU Council meeting Monday 24th November.</p> <p>Continue to attend various online meetings, webinars and the like that details are sent around on in numerous notes- Community Game update etc.</p> <p>Also hoping to attend any Area Rep meetings to help support the Area reps but also to get a feel for any questions coming from the clubs and where possible to provide feedback/answers etc.</p> <p>Also happy to attend any clubs identified as needing a visit to help support them with any issues they may have- just need to know what clubs would benefit from a visit.</p>
Other items for discussion (please attach paper with estimated discussion time allocation)	<p>Concern over lack of referees- I fear we have lost some because of the constant abuse they get and we need to remind all clubs they need to make sure Referees are respected but also welcomed and looked after pre & post match.</p>

➤ **Invited Attendees**

-  **Referees** – No report filed
-  **Schools** – No report filed
-  **CBRM**

D&W CSU/SRM Overview (following meetings with CSU and SRMS) NV October25

- Agreed reporting line to CB via Gordon Harding and Jason Yarwood supporting, 2-way communication agreed to support growth of rugby across Age Grade Game in D&W.

- CSU calendar of activity as attached – activity planned for w/c as indicated on the calendar.
- Gordon and Club Developer to support efforts to grow the game with sharing events calendar with Youth Chairs to maximise opportunity for recruitment.
- Salisbury – Jason has raised £8000 of funding to support local school delivery (offer of 6 free sessions to 10 primary schools) with festival hosted at club, whilst establishing a link with STAR scheme.
- CSU activities include but not limited to;
- Mid-North Wilts event,
- Dorset & South Wilts events including girls U12/U14 at Trafalgar School, U18 girls at Bishops. Yr 7/8/9 T1 and Conditioned games in November. Yr 9/10/11 and colleges.
 - Links with Oaks, Swanage & Wareham and Bournemouth RFC who all support
- West Dorset
 - Rory Legg runs Yr7/8 boys at Weymouth RFC
 - Yr 9/10/11 and 6th form boys at Dorchester
 - Dorset 10s Yr7/8/9/10 & 6th Form
 - Spring 7s series for boys

Current volunteers supporting Schools activity.

- U18s Schools (Boys) Strand - Rich Dermain - Griffiths. (Bishop Wordsworth School Salisbury).
- U16s Schools (Boys)Strand Lead - Rory Legg (Budmouth School).
- Girls U12s - U18s Strand Lead - Mark Lerpiniere (Trafalgar School).
- Scott Ferguson - U12s - U16s Mid/ North Wilts Festivals organiser (Kingsbury Green School).
- Tom Farmer - U12s - U16s girls festival organiser (Malmesbury School).
- Justin Derby - smaller Schools rugby festival organiser (Corsham School)
- Dave Tomlinson - U16s East Dorset boys league organiser (but likely to be moving across to media lead).
- Frazer Wilford - Independent Schools voice & T1 rugby developer (Leweston School).
- Nick Allso - T1 Rugby strand Lead (United Learning & RFU SRM for Poole, Bournemouth Christchurch)
- James Karmiski - College's voice. (Salisbury College)
- Alex Priest - Role tbc (QE School)

Nick Allso – SRM – Bournemouth and Poole Area (United Learning based)

Connecting with Oaks, Poole and Lytchett rugby clubs.

Supporting Jan Edwards to deliver the 10s series, Love Rugby Girl's events and the T1 Rugby series at Lytchett and Melksham.

Current schools include Cornerstone Poole – developing rugby programme; 2 others have robust rugby programmes. Strong relationship with Poole RFC, who support with delivery, run camps at the club for local schools. Primary schools focus; St Josephs Catholic, Oakdale Jnr and Pokesdown.

5. AOB:

BS reported there is a plan to launch a new programme call RFU Surgery – more details to follow.

NM reported that there is a planned meeting (CB Engagement Dinners) on the 13th of November 2025. GB stated that he had not received any information regarding this event. NM to email GB details.

NM asked about how the details of planned Webinars, BS stated that the information is circulated to all clubs via email. NM asked if this information goes to all Council members.

AH asked if the Huddle Leads could remind all clubs about the need to submit their annual accounts.

AH reminded the meeting that they need to submit any expense claims on time (by the last weekend of the month), this includes club invoices, otherwise the payment will not be made until the following month.

JC asked if it was possible to have an update on the D&W Competitions payment.

JC reminded the meeting about the upcoming Competitions Webinars.

Gerald Burden - Gen Sec