

Hykeham Tigers JFC
Committee Meeting Minutes
15/10/2007 – 20:00 – Lincoln Green Pub

1. Attendees / Apologies

The below all attended. No apologies were received.

Martin Wagstaff (Chairman)
Mike Moore (Secretary / U10A)
Adrian Doughty (Treasurer)
Sean Gilbert (Kit Manager / U9A)
Nigel Arnold (Catering Manager / U10A)
Matt Moore (U7)
Mark Williams (U7)
Steve Lamming (U8)
Jonny Wilson (U9A)
Mark Houlton (U9B)
Mark Nott (U10B)
Roger Cooke (U10B)
Mark Rossington (U11)
Phil Barratt (U11)
Roger Page (U11)
Tim Churchill (U12)
Paul Lockwood (U12)

2. Minutes of Last meeting

The minutes of the meeting held on 09/09/2007 were read out. The following matters were arising.

- Sean reported that a sample of training tops for managers and coaches would be available in time for the next meeting.
ACTION – Arrange samples for next meeting – SEAN GILBERT
- Sean reported that he was still awaiting team photos from most of the teams. These need to be sent to him A.S.A.P. so he can send a Thank You letter off to the sponsors with a photo.
ACTION – Send photos to Sean – MANAGERS
ACTION – Send Thank You letters to sponsors – SEAN GILBERT
- Although repair work had been carried out on PITCH A, a new pitch has been marked out to replace this adjacent to PITCH B as the old pitch is no longer usable.
- Mark Houlton reported that he has had the banner printed as requested and is due to pick it up in the next week.
ACTION – Arrange delivery of banner – MARK HOULTON

- Steve reported that the U8 and U7 have started indoor training at RP School. Mark Rossington asked if indoor training could be arranged for other teams but it was agreed that U9 – U12 teams would try training on the playground under the new lights. Mark Nott is trying to arrange floodlights from the RAF to light the field on training nights.

ACTION – Arrange floodlights if possible – MARK NOTT

3. Correspondence

- The grant offer has come through for £8969. It was decided that this would be accepted and a claim for £1800 be put in immediately.

ACTION – Accept grant and complete claim – MIKE MOORE

- Mike has held a telephone conversation with Chris Bleaden who cuts the grass and marks the lines as the lines were not being marked straight. Chris said he would continue to not mark them straight unless the club paid him £50 per pitch per mark. As this was clearly an unreasonable request, it was decided that a line marker would be purchased and teams on a roaster basis would mark out the lines. Sean suggested waiting to purchase this, as a grant may be available. (Discussed in 5. Kit Managers Update)
- Mark Nott received a leaflet regarding a tournament in Blackpool. It was decided this would be up to individual teams as to whether or not to enter as it would probably mean a stay over.

4. Treasurers Report

Adrian reported the following state of the club accounts:

- Cash In Bank: £1980.58
- Cash In Cheque: £526.08 (To be paid out)
- Cash In Hand: £346.34

It was agreed that the following invoices would be paid.

- £750 Mid Lincs Youth League (Fees)
- £23.45 L&R Metcalfe (Kit)
- £36 FA CRB Unit (3 X CRB Checks)
- £20 Lincolnshire FA (Child Protection Workshop)

Adrian also requested that the standing order mandate be changed so that the reference includes the child's first and last name.

ACTION – Amend standing order mandate – MIKE MOORE

5. Update from Kit Manager / Catering Manager

Sean reported on the following matters:

- The boots were for sale from L&R Metcalfe at the prices on the website up to size 4. If anybody wanted any of these, they were to talk to Sean to seek advice on how payment is to be taken.
- The £400 voucher received from the football foundation had been spent on equipment. This had all arrived and was distributed to managers apart from first aid kits, which had not yet arrived. Tim asked what managers should do about re-filling first aid kits. Adrian suggested they should ask him first but it would usually be a case of buying the stuff themselves and claiming on expenses.
- Sean reported that a grant was available after he made contact following a recommendation by Matt at the last meeting. Up to £2,000 would be likely if the forms could be sent on time.
ACTION – Apply for grant – SEAN GILBERT

Nigel reported on the following matters:

- The catering was going extremely well making well over £100 in the first month of the season.
 - Milk for tea was still a problem. Mark Rossington said he would be able to get small long life pots of milk.
ACTION – Purchase Milk – MARK ROSSINGTON
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6. Team Reports

- Matt reported that the U7 had their first win last week. Numbers were also up and looking okay to split into 2 age groups next season.
- Steve reported that the U8 were top of the table and unbeaten. He now needs to look to recruit a B manager for next season as he has 18 children already.
- Jonny reported that the U9A were also top of the table and had scored 6 past Spilsby who were previously unbeaten. He was extremely pleased with how the team were progressing.
- Mark Houlton reported that the 9B had their first win against the U8 last week. The children continue to enjoy themselves.
- Mike reported that the 10A now had 12 signed on. All the children were getting the same game time every week and developing well as a team.

- Mark Nott reported that U10B were awarded the match against Boston Mini Pilgrims discussed at the last meeting. They were knocked out in extra time in the second round of the cup. 3 players were not keeping up with fees. It was agreed that a credit could be issued to one who was injured however the other 2 would need to pay or would no longer be members of the club.
ACTION – Chase up players involved – MARK NOTT
- Mark Rossington reported that the results have been very close recently and was pleased with the progress. The team had gone out on penalties at the cup match.
- Tim reported that the U12 had undeservedly lost the last 3 matches. They were drawing 1-1 with top of the table until the last 5 minutes. He was also pleased with the progress.

7. Club Development

- The committee agreed by majority vote that the club would adopt the standard FA documents and codes of conduct.
ACTION – Make documents available on website – MIKE MOORE
- Mike reported that the application for chartered standard had been completed and is ready to send off as soon as we get photocopies of CRB checks, Level 1 certificates, First aid certificates and Child protection certificates.

Name	CRB Check	Level 1	First Aid	Child Protection
Martin Wagstaff	Received	N/a	N/a	N/a
Mary Moore	Received	N/a	N/a	Waiting Cert
Matt Moore	Waiting Cert	Waiting Cert	Waiting Cert	Waiting Cert
Mark Williams	Received	Future	Future	Future
Becky Williams	N/a (U18)	Future	Future	Future
Steve Lammings	Received	Future	Future	Future
Phil Lunn	TO COMPLETE	N/a	N/a	N/a
Sean Gilbert	Waiting Cert	Waiting Cert	Waiting Cert	Waiting Cert
Jonny Wilson	Waiting Cert	Waiting Cert	Waiting Cert	Waiting Cert
Mark Houlton	Waiting Cert	Future	Future	Future
Simon Tuffs	TO COMPLETE	N/a	N/a	N/a
Mike Moore	Received	Received	Received	Received
Nigel Arnold	Received	N/a	N/a	N/a
Mark Nott	Received	Waiting Cert	Waiting Cert	Waiting Cert
Roger Cooke	Waiting Cert	Waiting Cert	Waiting Cert	Waiting Cert
Mark Rossington	Received	N/a	N/a	N/a
Phil Barratt	Received	Future	Future	Future
Adrian Doughty	Received	Waiting Cert	Waiting Cert	Waiting Cert
Roger Page	Waiting Cert	Future	Future	Future
Tim Churchill	Received	Waiting Cert	Waiting Cert	Waiting Cert
Paul Lockwood	TO COMPLETE	N/a	N/a	N/a

- Mike reported that the website had been updates with a club directory as requested. Also profiles were now available for managers and coaches to fill in and these would be available with logins for the players in the next month. The site is proving extremely popular with an average of 80 distinct visitors per day and 120 per day at weekends.

8. Christmas Party

- It was brought to the committee's attention that St Peter & St Paul, which has been booked to the venue, could not take more than 200 people. It was decided that alternative venues should be investigated urgently. The original date of Friday 7th was still preferred however other evenings were an option and if nothing was available before Christmas, it could be arranged for after.

ACTION – Contact Bentley Hotel / Lincoln City – SEAN GILBERT

ACTION – Contact other venues – ALL

- Mark has volunteered to be a DJ for the evening. He has also agreed to print tickets for the raffle and oversee the prizes. It was agreed that an Ipod Nano would be 1st prize, A bike voucher would be 2nd and a game voucher 3rd. 2 of the new Harry Potter books, a Panda Bear, 2 Hammocks and a tin of chocolates have already been donated by James Dawson & Son Ltd with more expected soon.
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9. Summer Tournament

The tournament was discussed briefly and it was decided that a separate meeting would be held which Collin Lamming would be invited to, to share his experience in this area.

ACTION - Arrange meeting – MIKE MOORE

9. Any Other Business

- Mark Williams asked when the next referee's course was. Mike said the league is arranging one for January.
- Tim requested the ability to upload shared documents to the admin website. Mike said he would work on this over the next month.

ACTION – Amendments to website – MIKE MOORE

- It was suggested that the club purchase a shed for storage. This could be included in the grant Sean was investigating.

ACTION – Obtain permission from school – MIKE MOORE

9. Date of Next Meeting

It was decided that from next month, committee meeting would be held on the first Sunday of every month at the Lincoln green pub. The landlord was informed of this.

The meeting closed at 10:15pm.