   **Hertfordshire Rugby Football Union** 

**Hertfordshire Rugby Football Union’s Purpose is**

**“To help our clubs and schools provide and grow enjoyable, fully inclusive, opportunities in rugby in Hertfordshire”**

**President:  Adrian Spark**s

**Agenda for the Executive Committee Meeting on Monday 9th September 1014 at 19:30 = held at Cheshunt RFC**

**Attendees  -** Adrian Sparks, Simon Embleton, Brent May, Ross Hopcroft, Andy Barford, Colin Ashwood, David Toon, Adam Cottingham, Steve Waller, Laura-Jo Pearce, Benji Furrer, Jamie Green, Phil Aspinall

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| **#** | **Items** | **Actions** |
|  | **Apologies for Absence**  Terence Hathaway, Jeff Boxer & David Roberts |  |
|  | **Declaration of Conflict of Interest**  No Conflict |  |
|  | **Approval of the Minutes of the Meeting on Monday 10th June 2024**  proposed by Brent May and seconded by Ross Hopcroft, approved by all attendees. |  |
|  | **Matters Arising from the Minutes of Monday 10th June 2024** - None |  |
|  | **Business Plan 2024-2025**  Discussed | Andy to circulate updated business plan to all members of the executive committee |
|  | **Treasurer’s Report**  The report circulated has one page for each cost centre/board/exec member.  The budget has been approved the Board.  Forecast loss of £17.2k for the financial year.  Changes in accounting policies have been approved by the board.  All exec board members are to focus expenditure rather than revenue.  We need to ensure that we are always getting “value for money”.  All cost centre holders will be asked to forecast spend for each month (i.e. % of total budget per month = 100%\_ | Andy to circulate the approved budget for 2024/25 season  All executive members to complete the forecast by end of September (all 17 budget centres) |
|  | **Director Reports**  **Safeguarding**  Jeff submitted a report that was read by Simon.  Proposed by Simon Embleton, seconded by Laura-Jo Pearce approved by all.  **Game Development**  Presidents Cup will be removed from this year. Presidents Tankard will be the premier County competition.  Letchworth, Harpenden, Tring and Hertford are the clubs that need to be persuaded to enter the Cup competition.  Invite to be sent out to all clubs that are eligible.  Final will be : Thursday before Easter (tbc)  **Ladies & Girls**  Laura-Jo has produced a tracker where they have been able to review girls who are eligible and suitable to play for Herts.  **Club Development**  RFU invite for watching England training has been made available.  **Secretary**  CB Bar tickets are available for Autumn internationals, please contact Andy of you would like any (we have 10 per game).  **Game Development**  Pride event on 5th October at Verulamians. Herts teams are being formed to participate.  Request to fund t-shirts for players taking part (approx. £400)  **Age Grade**  Report from Phil | David Toon to remove League Secretary comments from report.  Ross Hopcroft to reach to all Level 5 clubs to encourage to enter.  David Toon to send invite out.  David Toon to look at costs before approval  Phil Aspinall to send out list of Age Grade club that have not registered U17’s |
|  | **Communication/Club Liaison**  Anybody to share any info from around the county to keep Board and Exec committees in the loop. |  |
|  | **Sponsorship**  No additional companies  **International Tickets**  There are usually spare tickets for most international games. |  |
|  | **Lower XV’s**  Middlesex having a vote in October. |  |
|  | **RFU Funding**  Less than previous years  Funding request has been submitted for £300 to the RFU for Coaches Courses (Introduction to Refereeing)  £1.5k for returning students  £6k for coaching |  |
|  | **Preparation for the AGM and General Committee Meeting Monday 16th September 2024**  To be held at Welwyn RFC |  |
|  | **Any Other Business**  Presidential charities to the next two years will be :-  School of Hard Knocks  Injured Players Charity |  |
|  | **Date of the Next Meeting**  **Monday 7th October 2024 (Teams on-line)** |  |