A green deer on a brick wall

Description automatically generated **Hertfordshire Rugby Football Union** A green deer on a brick wall

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**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 Sparks

**Minutes for the General Committee Meeting held at Welwyn RFC, on Monday 16th September 2024 at 19:30**

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| **Attendees** | **Representing** |
| Simon Embleton | Chairman Herts CB |
| Brent May | Treasurer Herts CB |
| Andy Barford | Secretary Herts CB |
| Adrian Sparks | President Herts CB |
| Ross Hopcroft | Vice President Herts CB |
| Colin Ashwood | Director of Club Development Herts CB |
| Laura-Jo Pearce | Director of Women’s Game Development Herts CB |
| Jeff Boxer | Safeguarding Manager Herts CB |
| Terence Hathaway | Independent Director Herts CB |
| Steve Waller | Director of Marketing Herts CB |
| Benjie Furrer | Director of Communications |
| David Williams | Past President |
| Steve Dunkley | Bishop’s Stortford RFC |
| Diane Wyatt | Datchworth RFC |
| Rory Everall | St Albans RFC |
| Robert Young | Verulamians |
| Total attendees 39 including the above – apologies list of attendees has been misplaced | |

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| **No.** | **Agenda Item** | **Action** |
|  | **Apologies for Absence**   |  |  | | --- | --- | | James Ovenden |  | | Andrew Menzies |  | | Collette Kirk |  | | David Roberts | RFU Council Rep Herts CB | | David Toon | Director of Game Development Herts CB | | Eamon McNally |  | | Georgie Standen | Herts RFU Administrator | | Heather Elliott |  | | Ian Bell |  | | Ian Cumming |  | | James Wright |  | | Jamie Green | Director of Rugby (Male Playing and Male Youth Development) Herts CB | | John Gregory |  | | John Vain |  | | Jonathan Westcott |  | | Kenneth Carroll |  | | Kevin Brind |  | | Martin Kirk |  | | Maxine Gillings |  | | Mike Newton |  | | Nick Lloyd |  | | Phil Aspinall | Age Grade Director Herts CB | | Phil Nightingale |  | | Rick McConnell |  | | Rob McClement |  | | Stephen Bowman |  | | Trevor Hawkins |  | | Colin Haslam |  | | Clyve Hancock |  | | Chris Wallis |  | | Mark Elliott |  | | Warren Sullivan |  | | Peter Brady |  | | None |
|  | **To consider and approve the Minutes of the General Committee Meeting held on Monday 16th September 2024**  Proposed: Steve Dunkley  Seconded: David Williams  **Approved** | None |
|  | **Matters Arising from the Minutes of Monday 16th September 2024**  None | None |
|  | **Treasurers Report – including budget**  Fall in cash balance  Planned changes to financial accounting policies – that have been approved by the board.  Target is to get the last financial accounts filed and completed by end of November 2024.  Management Information (MI) improvements, different reporting formats have been reviewed.  2024-25 budget has been approved by the board.  Forecasting a loss of £17.2k for this season.  Budget has been set at £7k lower than last season. | None |
|  | **Business Plan 2024-2025**  Abridged reports from Terence in the minutes  Grant Hathaway looking to improve the coaching in Herts | Included with minutes when sent out. |
|  | **Club Needs and Club Development Schedule – Sally Russo, Club Developer RFU**  Sally Russo will spend more time in Herts every 1.5 months (clubs, garden centres etc) making herself accessible to everybody for discussions – these sessions will be bookable.  Lessons from workshops need to be shared with everybody at your club. |  |
|  | **Director Reports**  ***Safeguarding***  Neurodiversity training sessions have been completed  New tours protocols are in place now.   * Age Grade tours to be sent to Jeff ([safeguarding@hertsrugby.co.uk](mailto:safeguarding@hertsrugby.co.uk)) * Senior Tours to Andy ([secretary@hertsrugby.co.uk](mailto:secretary@hertsrugby.co.uk))   ***Communications***  Obituaries page on website is now available  ***Game Development***  Pushing clubs to enter the Herts Cup competitions |  |
|  | **Lower XVs Entering the London & South-East Leagues**  Middlesex having to hold a revote on Lower XV’s entering RFU leagues.  Vote is due to be taken by mid-October. |  |
|  | **Referee and Club Events**  Two referee courses in October  5th October – Verulamians hosting a Pride event |  |
|  | **Any Other Business** Girls pitch up and play at Royston – aimed at U11’s & U12’s  Venue and date for Christmas lunch to be agreed | Secretary to ensure that all CB Updates from RFU are out to all involved |
|  | **Date of next meeting**  Monday 16th December 2024 at Welwyn RFC |  |

**Andy Barford**

*Hon Secretary to Hertfordshire R.F.U.*