



## OXFORDSHIRE RUGBY FOOTBALL UNION

### Minutes of meeting held at Holiday Inn, on Tuesday 12<sup>th</sup> March 2019 at 7.30pm.

Present: Chris Skaife, Karen East, Doug Bosley, Jenny Bosley, Rob Walsh, Pete Bramley  
Apologises: Dave Larham, Gina Overton

Club guests: Keith Upton &

*Minutes taken by: Karen East*

*Meeting starts 19.30*

#### 1. Approval of Minutes

The minutes of 12<sup>th</sup> February 2019 were approved.

#### 2. Matters Arising

Team day confirmed for 5<sup>th</sup> April at Chipping Norton RFC.

#### 3. Chairman's Update

The clubs meeting was deferred due to the clubs survey. Results will be shared at the clubs meeting which will now take place in May / June.

Chris White and Chris Krabbe are holding their County women's rugby workshop today. Rob and Chris popped in to this.

On the 5<sup>th</sup> we will consider further how we get more engagements including expanding further out at the clubs meeting.

Need to look at potential for a women's county cup, need to have the right number and standard of teams. Two pools of 4 would be ideal.

CS will seek advice from Gavin Williams to find out how he wants us to present funding to the RFU.

#### 4. CB Questionnaire and CB Planning Conference Update (RW)

Conference was great. Regional local conference about game development. Our club survey went down well, we had great returns. Oxford survey is coming across as being in the 21<sup>st</sup> century. RW will circulate notes, there will be another conference later this year.

The results of the survey will be looked at on 5<sup>th</sup> April. Injury came out high, Bicester have a team insurance which equates to approx. £1,500 per team. Marsh insurers offered this deal through the RFU.

CB leaders conference is 1/2 June at Twickenham. 3 people to attend (Pete, Chris, Gina).

#### 5. Representative Teams Workforce Update (DB)

20s are going well.

Doug & Jenny are encouraging the w&g to work with county more re bookings etc.

#### 6. Away day

5<sup>th</sup> April away day for the board at Chipping Norton RFC. 9.30am – 4pm.

Agenda suggestions:

Club survey review

Competitions / age grade rugby overview (PB - need information from Kevin)

Strategic priorities including financial (3-5 year plans)

Succession planning and sub committees for the board

Financial review and overview (key funding activities)

Girls / boys rugby growth

Aspirations / visions for ORFU – how do want to be seen?

Affiliated clubs and clubs membership

Communications and culture (clubs, board)

There will be a separate meeting for budget setting following this team day.

#### 7. AOB

Workshop suggestions: Collaboration amongst clubs / club networking, early Sept have a chairman's workshop etc.

Finance (KE) – accountants KBDR in place for the county with immediate effect.

Annual accounts required for clubs meeting – add to clubs meeting agenda

Kevin R farewell dinner – 7<sup>th</sup> June – The Bell, Hampton Poyle, Karen arranging

DL and Jay Bowers doing a great job supporting Bicester at the moment through challenging times. Whitelands AGP is not considered safe from referee point of view so this may not be a suitable alternative pitch for Bicester.

PB County cup scheduled for Maundy Thursday – 18<sup>th</sup> April, Simon’s last game as a referee. The board will give Simon a value the volunteer tie.

PB there is a limit at £500 grant for festival trophies.

Henley festival 7<sup>th</sup> April u14s – minutes silence in honour of the Wallingford lad who sadly passed away. Jenny and Doug will attend at Banbury, Pete will attend Henley.

O2 touch, PB will meet with Mark Roberts.

Safeguarding / wellbeing, county need to look at bringing mental illness training in, workshops. Littlemore requested a grant of £500 for community grant, this will be considered at the April board meeting. Chris to discuss with DL.

Quins catering, DL, JB, CS and Quins need to meet to discuss. Potential for outside caterers.

PB to arrange competitions sub committee meeting ahead of season.

*Meeting closes at 9pm.*

*Next meeting 5<sup>th</sup> April 2019 – all day CNRFC*

*There will be a clubs meeting on 14<sup>th</sup> May – 7.30pm (Holiday Inn).*

### **Summary of Actions**

| <b>Action</b>   | <b>Who</b>   |
|---|--------------|
| Write to Tim Lawson   | Chris Skaife |
| Write formal letter to Nick Cole requesting ticketing funds transfer to main ORFU account | Chris Skaife |
| Send headcase leaflets to KE  | Gina Overton |
| Distribute headcase leaflets to all clubs   | Karen East   |
| Circulate National Survey results to ORFU   | Jason Bowers |
| Confirm Bisham Abbey places for March   | Karen East   |
| Look further in to the women’s side to see what is happening                              | Doug Bosley  |
| Advise DB of the women’s budget   | Chris Skaife |
| Ask RFU365 if the board can have access to see who has booked the pitch slots             | Dave Larham  |
| Let KE know if you book pitches for AGP on county account yourself                        | ALL          |
| Arrange April team day at Chipping Norton and share dates to collate availability.        | Karen East   |
| Check volunteer event date and advise GO  | Karen East   |

|  |                           |
|--|---------------------------|
| and James Knox                                     |                           |
| Chase up volunteer nominations                     | Karen East                |
| Order more ties for club reps                      | Rob Walsh                 |
| Set up Quickbooks accounts subscription for county | Karen East                |
| Order badges and brooches for county stash         | Gina Overton              |
| Finalise and get survey out                        | Gina Overton / Karen East |
| Register interest for leaders conference to KE     | ALL                       |
| Send council update to KE for clubs meeting        | Rob Walsh                 |
| Pay referees society grant                         | Karen East                |