

**EBUFC**  
**Committee Meeting**  
**March 11 2024 - The Grange, 7.30pm**



	<p><b>Present</b></p> <p>Antony Owen (AO), Lucy Payne (LP), Rachel Shaw (RS), Richard McVeigh, (RM), Kerri Baylis (KB)</p>	
	<p><b>Apologies</b></p> <p>Jon Anderson, Marie Norris &amp; Clare D’arcy</p>	
1.	<p><b>Matters arising</b></p> <p>AO &amp; LP have shared any changes to IH for website – ALL others to please check content for any discrepancies or areas which need updating/adding to.</p> <p>No takers on submitting the application for a grant from Howdens Kitchens.</p>	<b>ALL</b>
2.	<p><b>Chairperson (AO)</b></p> <p><u><b>Ladies team</b></u></p> <p>Advice has been sought from NFA – information of Manager ‘being stepped down’ needs to be shared &amp; Manager removed from communication groups.</p> <p>Contact with CE regarding Wittlich activities needs to be actioned &amp; responsibility passed back to Wittlich committee.</p> <p>AO confirmed the Ladies have sufficient kit &amp; equipment to play. Other items need to be retrieved from CE.</p> <p>RS advised the Welfare team had spoken with players who were grateful for the committee involvement, positive feedback.</p> <p>RS suggested better access to Welfare team, higher profile – safeguarding poster/contacts need updating and replacing at grounds.</p> <p>RS suggested escalation process for members if unhappy, exit survey.</p> <p>AO advised annual survey needs to be conducted with Managers &amp; Members. Starting with mini soccer.</p> <p>Introductions - KB shared when new in the role attended training sessions/games to meet Managers and Players/Parent.</p> <p>Suggestion of the website being accessed via an App, easier route to Welfare Team. Is this possible/cost?</p>	<p><b>AO</b></p> <p><b>RM/AO</b></p> <p><b>Committee</b></p> <p><b>MN/RS</b></p> <p><b>Committee</b></p> <p><b>IH</b></p>
3.	<p><b>Secretary (acting A0)</b></p>	

	<p>League meetings coming up – affiliation dates nearing.</p> <p>Registration Process - EBUFC to begin preparing now for next season – AO/LP reviewing external registration companies to help with the process, video call to discuss the platforms/fees. Any chosen system will need trialling. Call to include JA/AO/LP.</p>	<b>AO/LP/JA</b>
4.	<p><b>Treasurer (LP)</b></p> <p>LP shared financial position, balance good, however with monies ringfenced to spend could be left with a deficit, approximate costs:</p> <p>Presentation day – £5000  Pitch maintenance - £10000  Wittlich - £2000  Pioneer - £8000  Dugouts - £8000  The Grange Pitch - £6000  Pitch maintenance - £9000  Tournament - £2600 monies in</p> <p>The Easter draw at The Swan w/e 22/3/24 – message to all groups to push sales...!  Laura has done an amazing job, thank you to Laura!</p>	<b>ALL</b>
5.	<p><b>Club Welfare (MN/RS)</b></p> <p>KB reported on behalf of MN – the following qualifications that need renewing/starting.</p> <p><i>Ian Adcock - Safeguarding 14/3/24, DBS 07/04/24</i></p> <p><i>Heather Abbott – Safeguarding Children not held at present</i></p> <p><i>Christopher Davies - Safeguarding Children expired</i></p> <p><i>Dave Overson – Safeguarding Children 28/3/24</i></p> <p><i>Steve Higgs – First Aid 11/6/24</i></p> <p><i>Daniel Duggan – Club requires DBS</i></p> <p><i>Jason Lloyd - Safeguarding 28/04/24</i></p> <p><i>Lee Saving - Safeguarding Children 22/3/24</i></p>	<b>ALL NAMED OVER</b>

<p><b>6.</b></p>	<p><b>Tournament (RM)</b></p> <p>RM gave an update on the tournament.</p> <p>Medals received.</p> <p>Free Photographer on-site – Player arm bands required to identify non photo permission granted &amp; given to appropriate coaches for passing on to players.</p> <p>First Aid/St John’s on board.</p> <p>Results – will be collated by Sarah H &amp; Melanie.</p> <p>Butchers allowing use of BBQ for free – just charge for gas cylinders.</p> <p>Slush Truck – 10% of takings donated.</p> <p>RM to release a google form for volunteers to cover the event: -</p> <p>Car Park entry – Lucy &amp; Laura (cash/machines)</p> <p>4 x Car parking marshals - hoping Managers will help in this area</p> <p>4 x refreshments – food handlers - money handlers – <i>individual/s cooking need a Food Hygiene Certificate</i></p> <p>Cake Stall – Rae volunteered</p> <p>Parking – volunteers allowed to park in the scout car park. Discussion regarding the numbers cars which can be parked at ground &amp; back up space. RM has this in hand.</p> <p>EBUFC locals messaged to encourage walking to the ground to reduce vehicles.</p> <p>Tournament programme – will be an App – scan code to see timetable/pitch allocation.</p> <p>Sound system – potentially available.</p> <p>RM as son team has a cup final game. Will not be there on Saturday PM</p>	<p><b>WELFARE TEAM</b></p> <p><b>RM/WELFARE</b></p> <p><b>RM</b></p> <p><b>Via community group</b></p>
<p><b>7.</b></p>	<p><b>Pitch &amp; Grounds Maintenance (AO)</b></p> <p>AO advised ongoing rain has caused delay with tea hut renovation.</p> <p>RM shared U15s Parent is a Plumber who has volunteered to fix piping.</p> <p>Discussion regarding line marking.</p>	
<p><b>12.</b></p>	<p><b>A.O.B.</b></p> <p>LP – FA First Aid Course limited &amp; suggested additional training to be run by the club, using The Grange or if St John’s, in the village. RS to investigate further with availability/prices. Contact at St Johns known.</p>	<p><b>RS/LP</b></p>
<p><b>MEETING CLOSED 8.55PM – THANKS TO EVERYONE WHO ATTENDED</b></p>		

**SEASON 2023-24 MEETING DATES**

***Monday 8 April - Committee & Managers/Assistants/Coaches***

***Monday 13 May – Committee***

***TUESDAY 10 JUNE – AGM - ALL***

***Monday 8 July - Committee***

***Monday 12 August Committee & Managers/Assistants/Coaches***