

Englands Management Committee
Minutes of AGM held at Englands Pavilion, Poulton on 20th February 2020, 7pm

Present:

Nick Sanford (Chair)	NS
Fredrik Folkestad	FF
David Dunn	DD
Wayne Tinson	WT
Brian Cooper	BC
David Knight	DK
Chris Davies	CD
Caroline Allanson (minutes secretary)	CA

In attendance:

Roger Davies
Phil Heneghan

- 1. Welcome from the Chair** - NS welcomed all to the meeting. Going forward Chair will be taken by Chair of PFAC but detail of agenda will be responsibility of EMC Secretary. It was noted that usually there would be no "Any Other Business" on agenda for an AGM but it was agreed that there should be some flexibility in the case of EMC. **Action: NS to contact Paul Burnip concerning events on Englands.**
- 2. Apologies for absence** – there were none
- 3. Review and agree EMC charter** – the following amendments to the draft document were agreed: item 3 - addition of Parish Council Poulton, 1 member in attendance, non-voting; Poulton Village Sports Club now to read "Poulton Sport and Recreation"; item 4 – the liaison officer will be a committee member; item 4 – the right of the EMC to include additional agenda items will stand; item 5 – the EMC will meet twice a year for AGM and one committee meeting, meetings will be held on the third Thursday; item 6 – accounts to also be sent to the Clerk to the Parish Council; item 7 – notification of events on Englands (requiring a TENS) will be posted on the village website. **Actions: CA to update Charter and circulate for signing. CD to send contact details for village website editor to DD. DD/WT to provide chart of rates for hiring pavilion to NS. DD to confirm to PFAC the date of the Cricket Club AGM in order for date of next EMC meeting to be arranged.**
- 4. Approve member appointments and define Treasurer and Secretary roles** – DD will act as EMC Secretary until successor is found. CA will be minutes secretary for EMC meetings and AGM. The role of Treasurer will continue to be filled by Steve Willard although it is unlikely he will be able to attend meetings.
- 5. Review latest accounts (Cricket and Football Clubs)** – DD circulated the accounts for 2016/17, 2017/18 and 2018/19. DD confirmed there are separate accounts for the Cricket Club and the Sports Committee. DK queried the cost of expenditure on security, current provider is CIA Fire and Security, DD and WT will look into other providers in attempt to reduce cost. In the past the White Ball has raised significant funds however as it requires a great deal of organisation and is quite risky in terms of ensuring attendee numbers, the Cricket Club are looking to organise other events that will not only involve the Cricket Club

but also include the village at large. WT confirmed that heading of *Ground Facilities* relates to expenses incurred in relation to the Pavilion (materials only as labour is provided at no cost by DD and WT). *Ground maintenance* is not specific to the Cricket Club, examples of spend would be: weeding and spraying. Variation over the 3 years in expenditure on oil is down to timing of ordering. **Action: DD/WT to provide list of rates/hiring charges. WT to pass details of request to use Englands for parking at wedding in 2021 to NS.**

6. **2020/21 proposed budget and fundraising activities** – budget figures were not available. NS would like to see budget/forward projections. There was a question about reserves. DD explained the Cricket Club is an exemplar of a well-run Club and as such is very well supported by the ECB, giving access to a pot of funding for various projects. **Action: DD to work up budget figures and email to NS.**
7. **Review submission to Charity Commission (Cricket Club)** – Cricket Club submission to Charity Commission is overdue, as income is <£10,000 accounts do not need to be submitted however Trustee details must be confirmed on a timely basis the risk is that the Charity Commission will assume Charity is no longer operating and could be removed from the register. DD is aware and is in the process of updating all details on the Charity Commission site. **Action: PFAC to be informed when this is completed.**
8. **Review EMC financial structure** – that there are separate accounts has already been confirmed. **Action: going forward copy of closing bank statements to be attached to the accounts**
9. **AOB** – BC explained that the Football Club is facing some challenges. There have been only 6 matches played since the cricket season ended. Football Club currently plays in the Cirencester League, this league may be disbanded and then Club will have to decide to move to either Swindon or Stroud League. DD commented on the hard work and effort BC puts into the Football Club. There was discussion of the Cricket Club event to be held in June 2020, there is agreement in principle from PFAC Trustees. The plan is for a weekend event to include a Race Night on the Friday, Country and Western line dancing on the Saturday and a Cricket match on the Sunday. Including the village is high on the Cricket Club agenda. There will be a minibus/shuttle service. CD confirmed there would be no village fete this year, DD has already arranged Cricket Festival, CD suggested linking a lower key village event to the June event. There was discussion about provision of defibrillator at the pavilion. As discussed in August the Cricket Club still need WIFI. There is a pothole in Church Lane, NS confirmed that as part of the agreement with the Shackells in relation to their building works any deterioration due to heavy traffic will be covered by them. **Action: CA to circulate licensing/planning confirmation re number/constitution of TENS. DD to advertise June event in Church newsletter and on village website. ALL to consider options/come up with ideas for linking a village event, in lieu of the fete, to the June Cricket Club event. WT will make repair to pothole for the interim. CD will take issue of parking on the corners of Church Lane back to the Parish Council.**
10. Date of next EMC Committee meeting - **TBC once date of Cricket Club AGM is known.**