

**OXFORDSHIRE RUGBY FOOTBALL UNION**

**Minutes of meeting held at Holiday Inn, Peartree on Tuesday 12th June 2018 at 7.30pm.   
(Chaired by Chris Skaife)**

Present: Chris Skaife, Karen East, Doug Bosley, Pete Bramley, Gina Overton, Dave Larham, Simon Matthews  
Apologies: Rob Walsh Vincent Murphy,   
*Minutes taken by: Karen East*

*Meeting starts 19.30*

1. Approval of Minutes

The minutes of 18th April 2018 were approved. (There was NO May 2018 meeting)

2. Matters Arising

Event went well for Value the Volunteer. Mitsubishi kit still to be distributed, it will be given out at the County AGM.

Rugby Safe – all went well.

Succession planning. Need to look at sub committees further.

Simon Matthews to have post directed to him for accounts. Simon is nominated accountant and treasurer.

3. PFR

Karen will recirculate the dropbox link to everyone – please can everyone check it and update / take off / add new activity. This needs to be finalized by middle July. First draft by 1st July.

PFR – 26th June? Evening? – Book from 5pm.   
Need rugby development officer, need to block book the pitch and put it the cost in the PFR.

Chris engaging with Gavin Williams for payment for PFR.

4. Succession – President / Finance Handover / RFU Representative

Finance sub committee needs refreshing – Simon Matthews, Kevin Robinson

The county invited Jenny Bosley to take on the role of President, she accepted. This is a two year term.

Rob Walsh – official start as RFU representative is 1st August.

Simon will speak to Paul re the Chair of Governance role on the board.

Jenny Bosley – Chair of Discipline.

5. Volunteer Recognition Update

County have purchased tickets for volunteers. CB purchased 10 tickets for each international game to give as volunteers.

We must have terms of reference and publish the list of whom the tickets go to.

Karen will add list to Dropbox for people to add volunteer names to.

6. Handbook  
  
Handbook to have club details only.

County to have county emails – Karen to arrange. This will also give us onedrive. There is a consequential cost for this.

Fixtures to be removed from the handbook.

Fixtures – refer people to RFU and club websites

Back page – volunteer colours.

7. AGM

10th July AGM date.

Chris to update presentation.

Add space to agenda Presentations.

Decanter (Waterford) from RFU engraved as long service awards. With thanks from the Oxfordshire RFU – Colin Baldwin, Vincent Murphy – Karen to order.

Ties / Scarves – Volunteer ties Chris Stone, Tony Cooke, Danny Crump,

8. AOB  
  
Leadership Academy – thanks to Dave for taking this on for now. Names to be submitted for this.

County priorities – can everyone think of top priorities for next season. Look at RFU strategic plan.

Presidents shield – Need to look at Criteria for getting the shield. Notable achievements. Guidelines unclear. Karen and Gina will come up with a terms of reference. People need to confirm who receives the award.

Changes in Oxfordshire , we want to get some people to talk on camera video on the changes in Oxfordshire to use in social media / website. Gina will reach out to a few contacts.

Container – should ORFU purchase a container? Gina to investigate.

RDO – Banbury are receiving part funding for a new set lights, Bicester have almost entirely new Exec in place, Didcot are having some changes on their Executive, RDO are meeting Faringdon next week, Grove have lost all their girls to Gosford due to cluster agreement, Henley have an ongoing disciplinary, Oxford are trying to establish a womens section, Harlequins – AGP ongoing, Wallingford – needs some help, mentoring and reassurance might be good, Witney – looking at extending clubhouse, at design stage.

*Meeting closes at 9.25pm. Next meeting AGM – 10th July – Holiday Inn (7.30pm)*