



OXFORDSHIRE RUGBY FOOTBALL UNION LIMITED

Executive Board Meeting – 14th April 2020

7pm – Virtual Zoom

Executive Board Meeting

Attendees:

Karen East, Rob Walsh, Doug Bosley, Jenny Bosley, Pete Bramley, Gina Overton, Andy Tacon, Jane and Paul Weaver

Guest: Jason Bowers

Apologies: Phillippe Perisegaele, Dave Larham (Furloughed RFU)

Chairman: *Pete Bramley*

Action	Responsible	Status
Identify those clubs which qualify for business rates relief and contact the treasurers directly to make sure the clubs are aware.	KE / AT	
Suggest to clubs that AGM is brought forward to June	PB	ongoing
Speak to Vincent Murphy to ensure VPs know what is happening with VP Association and discuss whether there are any funds in VP account that should be transferred to ORFU.	RW	ongoing
Book meetings with each budget holders and discuss budgets before next board meeting	ALL	Invites sent
Announce PB as next President to clubs	KE	Notice sent
Arrange virtual clubs meeting before end April	KE	Invite sent
Volunteer event, stash to be sent to RW and certificates to KE (KE will post certificates out)	GO to arrange sending to RW / KE KE to post certificates when	(Held until Covid restrictions lifted)

	they arrive	
Volunteer event – publish list of volunteers achieving recognition this season	KE	
Representatives to reach out to clubs allocated (see minute detail) to see if they are aware of Covid19 help available and or need any support and report back to board if they are looking for assistance. By end April – asap (initial) but ongoing	ALL	
Get Honours badges and scarves from storage	RW	Held until Covid restrictions lifted
Source potential sales lead to sell sponsorship packages	PB	ongoing
Send information for interim newsletter update to KE to send out.	GO	ongoing
Send Patrons pin badges to KE	GO	Held until Covid restrictions lifted
Promote sponsorship packages and Patrons when speaking to people	ALL	ongoing
Discuss with board before ordering any kit on-going with immediate effect, as may have direct impact to sponsorship packages. KE to advise W&G and Gordon McMeekan.	ALL KE	ongoing
Provide update on the mental health talks for clubs meeting	RW	ongoing
Contact life members with regards to AGM once date sent (query GDPR must include opt out on email). Rob Walsh to send latest list of life members to KE.	KE/ RW	ongoing

1. Welcome from the Chair

Pete Bramley welcomed the board and Jason Bowers to the meeting.

2. Approval of Minutes from March 2020 Meeting and Matters arising.

The minutes from the March 2020 were approved.

RW advised that Colin Baldwin and RW are going to have a face-to-face meeting to sort out what's happening the money within the VP account (which is not held by ORFU)

3. Questions for Jason Bowers / Update from Jason Bowers

Current situation RFU and Area Development Team has been reduced from 30 to 4 staff (Gavin Williams, Jason Bowers, Tim Holmes, Hannah Edwards). Some staff are furloughed until 31st May at the moment. Primary role is to support member clubs, CBs and access link to grants and to try and pick up day-to-day club issues that might arise. Various ways of support, a ticket can be logged by the RFU and an appropriate member of staff will pick the enquiries up (this can be logged via the RFU website – club support centre), virtual support through CBs. Jason Bowers is the Oxfordshire RFU CB representative. Thursday evening (weekly) JB will be having a call with KE/PB for an ORFU catch up.

Finance: 1st pot of funding is via central government (rate relief, hospitality grant based on rateable values), webinar this week to take clubs through how to access government money. 2nd pot of funding is Sport England, which is based on emergency grants. 3rd pot of funding is CB funding (grants), 4th pot of funding is RFU loan up to 10k - this window is only open for 3 weeks (this has to be paid back unlike the grants).

Henley RFC has applied for the loan from the RFU. They have not asked the CB for a grant however. JB and the CB will make contact with Henley RFC to ensure they are aware of the grants available.

Jason Bowers left the meeting

4. Community Game / Championship update

Jenny Bosley advised that from a league perspective the RFU have determined league positions down to level 8. Below that it is being sorted out by BBO committee and SW division, it is in progress.

5. LRP overview and next steps

Over the last few weeks PB, AT and KE have gone over the LRP. Slots will be available for specific budget holders to discuss needs to have, nice to have etc. to come up with a solution. After those sessions the whole discussion will then come back to the board to ratify as a group. Board meeting solely on LRP will be held.

We do not have a budget from Philippe at the moment.

6. Hardship Fund

Jason Bowers covered what is available generally at the beginning of the meeting. The board can check via HMRC and see what the rateable value of clubs is to ascertain if any meet the credentials for grants available. The total fund available from the CB is 29k. **AP. KE / AT to identify those clubs and contact the treasurers directly to make sure the clubs are aware.**

GO raised that some parents may have concerns about the subs they have paid to clubs and want reimbursements. AT raised that corporate sponsors may be the bigger worry.

7. President Role

Pete Bramley is going to continue taking the President Role in addition to the Chair role as there are no conflicts of interest. **AP. KE to announce to clubs**

8. Virtual Clubs Meeting

General clubs meeting – open virtual discussion, informal – arrange meeting before end April. **AP. KE to arrange meeting**

July AGM – will be virtual if cannot do face-to-face.

Action. KE to arrange – we will use GMS for up to date contacts as usual.

9. Volunteer Recognition

GO has spoken to Dave Stubley. Stock is being held off. **Action. RW to send GO address, stock will go to RW and put it in storage. KE to send GO address and certificates to be sent to KE, KE will post.**

Volunteer event will be rolled over to next season due to Covid 19. Publish list on website and certificates will be posted. **Action. KE to publish.**

10.AOB

RW – suggested that Execs adopt a club; each board member takes a connection. The contacts then get reached out to by telephone to see if need anything.

Action. Representatives to contact clubs to reach out to see if need help

DB/JB - Harwell / Didcot / Quins / Grove

GO - Wallingford / Abingdon / Henley

RW - Littlemore / Wheatley / Oxford / Chinnor

Jane & Paul - Chipping Norton / Banbury

Pete - Bicester / GAB

Andy - Witney / Faringdon

GO –queried whether to run questionnaire again, perhaps discuss later in year once season started again (December time) as time so uncertain.

Jane / Paul - Waiting on confirmation from Kevin for the Age Grade calendar. Then we will know dates available for competitions / festivals.

Meeting ends 20:20