
Wrexham Supporters Society Limited - Minutes of Board Meeting

Held on: Monday 21st October 2013, commencing at 19.30

Venue: The Wrexham Lager Club, Union Road, Wrexham

Present: Peter Jones (PJ), Alan Fox (AF), Geoff Scott (GS), Peter Howell (PH), Tom Stanford (TS), Dave Jones (DJ), Huw Davies (HD), Spencer Harris (SH),

Apologies: Mark Williams (MW), Jenny Cantwell (JC), Gavin Jones (GJ), Keith Roberts (KR), Anita Robinson (AR), Terry Stott (TeS), Robin Wiggs (RW), John Mills (JM),

Chair: Peter Jones

1. Matters arising and approval of minutes of Board meeting of 7th October 2013

- The Financial governance policy was mentioned in the Treasurers Report- see later
- The insurance policy did cover volunteers if they signed the volunteers agreement
- The Financial actions were carried over
- GS/PH were meeting the supporters federation later this week
- ARs piece for the website was carried over
- AF will examine the Disciplinary policy in due course
- AF was awaiting a response from KR re the hospitality policy.

Given that this policy should be implemented forthwith it was proposed by PH and seconded by DJ that the policy be adopted -which was agreed unanimously.

- It was suggested that KR checked the WST pigeon hole at the Club for cheques etc.
- The Club shop opening had taken place and the meeting thanked DJ for his efforts
- The question of Targets was an agenda item

Proposed by TS & seconded by DJ the minutes were unanimously accepted by those who been present

2. Sub Groups and Officers Reports

Chair (PJ)-

- PJ mentioned that he had been contacted by JC who was considering her position on the Board. He was awaiting confirmation of her intentions.
- Re Calon FM - the course had started. PJ had attended and it was progressing well.
- The Year Book was now on sale.

Treasurers Report – (KR)

KR reported in absence that:

Balance Sheet - provides details of the balances currently held by the Trust with working capital standing at £215,370.

KR was due to meet with MW to reconcile the intra company account between the Trust and Wrexham AFC during week commencing 28th October 2013. Once this reconciliation is completed an updated Income and Expenditure statement will be presented to the Board.

The membership group had been provided with details to address issues of Unallocated Payments

KR recommended that anyone on In Touch shown as SO pending be contacted.

All o/s cheques had now been banked.

The question of members who had cancelled monthly payments was discussed.

KR proposed the following Financial Governance policy

It is proposed that The Board will approve the level of expenditure that can be approved by the individuals holding certain positions on the Trust Board.

Position	Expenditure Limit	
Membership	£100,000	Excludes investment / transfers to Wrexham AFC as agreed at Trust AGM
Trust Board	£50,000	
Chairman	£200	
Vice Chairman	£200	To be approved by WST Treasurer prior to expenditure is incurred
Heads of Sub Groups	£200	To be approved by WST Treasurer prior to expenditure is incurred

In the event that expenditure is required urgently then the Chairman can approve payments up to the Trust Board Level but a detailed case for approval should be submitted to the next Board Meeting for approval by the Trust Board.

The Board wished for clarification as to the “membership” expenditure.

Football Club Report (SH/GJ/MW/JM)

- The supply of kit contract was being reviewed for next season. Adidas being of good quality but they will not supply a bespoke kit. Umbro will do so and provide options for fans to decide upon.
- The FC Board had met again with Andy Slinger. Another meeting was planned for mid-November and then the plans would come to this Board for discussion.
- SH had met to discuss unlocking WAG funding re media support, digital media, and community projects.
- SH explained the Annual Business Calendar introduced at the Club to inform key decision making throughout the year and to influence meeting agenda and also assist with succession planning which would also benefit this Board

Commercial, fundraising etc (GS/PH/DJ)

- GS confirmed a WFC race night arranged for 15 November at the Turf
- The possible reunion dinner for the 2003 promotion winning side was not going ahead
- Xmas raffle prizes were discussed. Tickets would be priced at £2
Proposed by GS and seconded by PH, it was unanimously agreed that a car could be purchased up to a maximum price of £6k. The holiday prize to a value of £1k was also agreed.
- The Eagles Meadow shop would be open from 5th December
- A spectacular fundraising idea was being arranged namely a sponsored parachute jump with someone from each Board. PH will do it.
- At the next Federation meeting on 24/10/13, targets would be discussed. They needed a “wish list” from the Club
- The question of a WST Xmas party possibly on 14/12/13 at the Bamford Suite was again discussed.

Membership report (DJ JC/TS/HD)

- HD/TS/KR assisted by DJ had met twice since the last Board meeting to address the continuing problems with the administration of membership.
- All outstanding membership cards were now sent. Some 320 had been posted last week.
- We have identified all those who renewal date has passed and Keith has refined this list removing all those who are paying monthly and do not require a renewal notice.
- Most membership e mails were effectively answered by sending out cards.

- Reference was made to Keith's report and those who had cancelled their pay pal/SO would not be eligible for next seasons early bird offer.
- It was agreed that we had to keep the 12 month expiry date for now and needed better quality cards.

Community (TeS/TS)

- The first Autism Friendly match had gone well with good feedback
- The 3000th member would be announced at the Tamworth match but was still to be confirmed.
- PJ had met with Coleg Cambria and met with a very positive response re future partnerships.

Volunteers (AR)

Carried over in ARs absence

Media

- Our reply to the inaccurate critical letter published in the Non-League paper had also been published albeit heavily edited
- RW was unable to attend but had updated the Board on recent communications activities

Secretary's Report (AF)

- AF confirmed that 5 board members would be attending the Supporters Direct course for Board Member development in Manchester (Britannia Hotel) on Sunday 27th October
- AF had attended the latest NW Regional SD meeting hosted by 1874 Northwich on 18th October and led by Jacqui Forster of SD. There was a presentation by the Coop about Credit Unions and possible relationships with Trusts. They were cooperatives which promote ethical banking and financial advice and were a good alternative to those tempted by loan sharks and pay day loan companies etc. AF said it was something which we might explore. He will obtain a copy of the presentation.
- The SD meeting also discussed Assets of Community Value and the right to bid. Trusts in England were using this power (to have their ground registered as an asset) in increasing numbers. The latest being Blackburn. Although the Act had not been implemented in Wales it was felt that it should be and, although we could enlist the help of SD, it was agreed that PJ would write to Lesley Griffiths AM requesting an update.
- Our partial Rule amendment had finally been approved by the FCA. AF will arrange for the amended Rules to be uploaded on the public website. DJ to draft a short article for the website.
- AF will draft a rota for the director of the day host to start after Christmas. Any unavailable dates to AF

3. Community Shares

- Shropshire Reds had raised £7000 for community shares
- DJ mentioned a company called Carbon Leapfrog which SD had been working with to provide community run clubs with income (and electricity) over a period of time by installing Solar Panels at their stadia. Whilst this was considered to be an interesting scheme the timing was questioned coming soon after the investment in the club shop. DJ will provide SH with details.

4. 150TH Anniversary

- The Grant funding application had been submitted the result should be known by the end of November.
- The playwright Peter Read was writing another WFC themed play based on the LDV Trophy win in 2005.

5. Targets and Planning

- SH presented his PowerPoint re "Transforming the Way we Work" originally presented in May 2012 and now posted on the Project Board. The meeting discussed the Process and Governance Tools including a charter for each group with e.g. objectives, in scope, out of scope, key activities, KPIs etc.
- He reiterated that this Board was not a group of fans meeting but a Board of directors who he felt met too often (albeit there were originally weekly meetings). He had suggested monthly Board meetings

with groups meeting between them with Action Logs proposals and reports posted and read before the main meeting. We needed to release time to do things.

- SH will e mail the ABC document to PJ
- The meeting was broadly in agreement with the need to revisit how we worked as suggested
- PJ confirmed that currently the groups were:

Fundraising etc – GS/AR/PH DJ/PJ
 Communications- RW/PJ
 Membership- DJ/HD/JC
 Community TeS/TS
 The Football Club Board –SH/JM/MW/GJ
 Volunteers- AR

Each group needed aims and objectives. SH will post an example “Charter”.

AOB

- GS suggested a Xmas night out for this Board which was agreed. GS to arrange

Date of next Board meeting is Monday 4th November 2013

There being no further business the meeting closed at 2225

No	Action	Who
1	To clarify the draft financial governance policy	KR
2	To finalise o/s financial actions	KR/MW/JC
3	-do-	KR/MW
4	-do-	KR/MW/Membership Group
5	-do-	KR/MW/ Membership Group
6	To meet with the Supporters Federation and provide Supporters Groups with fundraising targets	GS/PH
7	To provide JM with piece for website re easy fundraising	AR
8	To implement the hospitality policy forthwith	ALL
9	To provide an electronic version of the Club ABC to PJ	SH
10	To consider the suitability of the Disciplinary Policy	AF
11	To draft a further rota for Board members to host the director of the day scheme	AF
12	To send out renewal emails and letters	Membership Group
13	To write to Lesley Griffiths re the Right to Bid in the Localism Act 2011	PJ
14	To post amended Rules on WST website	AF
15	To draft article on community shares for under 16s for the WST website	DJ
16	To arrange a Board Xmas “do”	GS