



ROVERS TRUST (RT)

Minutes of the Board Meeting held on 28th March 2018
 at 19:15 hrs at Elmfield, Shuttleworth Mead Business Park Suite 2K,
 Ribble Court, Padiham, Burnley BB12 7NG.

PRESENT:

Mr John Murray	Chair (JM)
Mr Oliver Jones	Vice Chair (OJ)
Mr Michael Doherty	Policy and Legal Officer (MD)
Mr Peter Dickinson	Treasurer (PD)
Mrs Pauline Milligan	Secretary (PM) (Minutes)

Min No	Item	Action By
18.012	<p>Chair's Welcome</p> <p>The Chair welcomed everyone to the meeting and thanked PD for the use of the room.</p>	
18.013	<p>Apologies for Absence</p> <p>Apologies had been received from Mr David Metcalfe, Pro Tem Membership Support (DM), Mr Michael Ellison, Membership Officer (ME), Mr Tariq Ahmed, Information Technology (IT) Officer (TA) and Mr David Riding, Board Member (DR).</p>	
18.014	<p>Declarations of Interest</p> <p>No declarations of interest were made.</p>	
18.015	<p>Minutes of the Meeting held on 25th January 2018</p> <p>The minutes of the meeting held on 25th January 2018 were accepted as an accurate record.</p>	
18.016 18.016.1	<p>Matters Arising/ Action Matrix</p> <p>The minutes and Action Matrix were reviewed and updated.</p> <p><u>Minute 17.045 Chair's Update</u> MD reported that the Asset of Community Value (ACV) on Ewood Park would stand until mid-2019.</p> <p>JM added that he had contacted Councillor Phil Riley, Blackburn with Darwen Borough Council, who had confirmed that there was no covenant on Ewood Park.</p> <p>MD explained the difference between a covenant and an ACV. He added that there was a covenant on Brockhall, which was held by the Land Registry. There was no official shelf life on a covenant, unless specifically stipulated.</p>	

<p>18.018.2</p>	<p>Members discussed the publication of BRFC's accounts. It was noted that an analysis of BRFC's accounts had been published by someone on BRFC's website.</p> <p>ACTION: OJ agreed to check if the publisher would be willing to share the analysis published on BRFC and if he would be willing to join the RT.</p> <p>PD reported that he had paid WEC £167.94 for hosting the RT's website.</p> <p>The bank account currently stood at £4,065.65.</p> <p>The PayPal account currently stood at £7,223.26</p> <p>Financial Accountants</p> <p>PD reported that he was still searching for more affordable Accountants.</p> <p>The RT currently paid £930 for a 6-month period for its Accountants. PD stated that the cost should be half of that figure, as it amounted to £465 per quarter.</p> <p>He confirmed that the RT still owed the Accountants £1,860 for period April 17 – January 18.</p> <p>There was no other outstanding debt.</p>	<p>OJ</p>
<p>18.019</p>	<p>Draft Terms of Reference</p> <p>PM introduced the draft Terms of Reference (ToR) for discussion and approval.</p> <p>JM requested that members review section 5 (page 2). Members considered the content, discussed the RT's Constitution and membership of the Board.</p> <p>The Constitution stated that the Board should consist of 12 Board Members. The Terms of Office for elected Board Members was 2 years.</p> <p>It was noted that there were currently 3 vacancies for elected Board Members. In addition, there should be up to 6 Co-opted Board Members.</p> <p>Following discussion, it was agreed that the membership section should be reworded.</p> <p>The framework should be that the Board should consist of:</p> <ul style="list-style-type: none"> • Up to 6 elected members; • Up to 6 co-opted members; • Those in attendance. <p>ACTION: PM to amend section 5 of the ToR in line with discussions and re-circulate to members for sign off prior to publication of the ToR on the RT website:</p> <ul style="list-style-type: none"> • Add the Terms of Office of elected Members; • Add the above agreed framework. 	<p>PM</p>

<p>18.020</p> <p>18.020.1</p>	<p>Annual General Meeting (AGM)</p> <p>The 7th June 2018 was suggested as a provisional date for the AGM. There was a possibility of holding the AGM at Queen Elizabeth's Grammar School, Blackburn.</p> <p>JM suggested that there could be an entry fee of £10 for non-members, which could be taken as their membership fee to join the Trust.</p> <p>ACTION: JM requested that he, PM and ME work together on arrangements for the AGM.</p> <p>Board Nominations</p> <p>JM stated that the nominations for the Board elections should take place 8 weeks prior to the AGM.</p> <p>It was agreed that 3 nominations should be sought.</p> <p>MD requested that the RT invite nominations from minority groups for election to the Board.</p> <p>ACTION: JM and ME to work on a newsletter to be circulated on the 12th April 2018, with a notice of the AGM and a call for nominations.</p>	<p>JM/ME/PM</p> <p>JM/ME</p>
<p>18.021</p>	<p>Rovers' Play</p> <p>JM reported that work was ongoing to try and raise money to put the play on and pay the author.</p> <p>The author and DM were producing a prospectus, which would be sent to 20 prominent local people, who it was hoped would sponsor the play.</p> <p>JM reported that there were plans to meet again at the end of April and there would be an opportunity to sponsor the printing of the promotion pamphlet. He added that, if there was no sponsorship, it was likely that the play would not take place.</p> <p>OJ requested that the Board agree any outlay of costs for the play in advance.</p> <p>JM said that a request for images, etc. for the promotion material from Rovers' fans would be included in the newsletter being produced, as there was a need to gather material that was not copyrighted by the club.</p> <p>JM concluded that he had asked for a Heads of Agreement with the author and would share it with MD.</p> <p>ACTION: JM to share Heads of Agreement with MD once received.</p>	<p>JM</p>
<p>18.022</p>	<p>Membership Strategy</p> <p>It was agreed to defer this item in the absence of the Membership Officer.</p>	
<p>18.023</p>	<p>Single National Supporter Organisation</p> <p>MD presented the document and informed members that there was a meeting planned with Deborah Dilworth, Supporters Direct, where there would a discussion on ACV's, training grounds and letters from MPs to</p>	

	<p>the Sports Minister. This formed part of the Supporters Direct campaign to improve governance in football.</p> <p>MD confirmed that a letter had been drafted which was due to be signed off by Kate Hollern, MP for Blackburn, in support. It was also likely that Graham Jones, MP for Hyndburn and Jake Berry, MP for Darwen and Rossendale would be contacted as Supporters Direct had approached supporters of 'clubs in crisis' to request that they obtain letters of support from their MPs in the campaign to improve governance.</p> <p>Following discussion, OJ and JM agreed that MD, on behalf of the RT, could take whatever action he deemed necessary to support the request from Supporters Direct.</p>	
18.024	<p>Any Other Business</p> <p><u>Social Media Output</u> OJ enquired if anyone was able to take up RT social media output to raise the RT's profile.</p> <p>ACTION: JM agreed to link OJ with LD from the LSG.</p>	JM
18.025	<p>Date and Time of Next Meeting</p> <p>The next meeting was scheduled for Thursday 3rd May 2018 at 19:15 hrs at Elmfield, Shuttleworth Mead Business Park Suite 2K, Ribble Court, Padiham, Burnley BB12 7NG.</p> <p>The Chair thanked everyone for their attendance and the meeting closed.</p>	

Signed: 3rd May 2018

Chair:

John Murray

John Murray