



## Sheffield Wednesday Supporters' Trust (the "Trust")

### Board meeting held by video conference

on Wednesday 17 February 2021

### MINUTES

<b>Minute</b>		<b>Action</b>																											
	<p><b>Interim Directors</b></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 35%;">James Silverwood</td> <td style="width: 15%;">(JS)</td> <td style="width: 50%;">Chairman</td> </tr> <tr> <td>Christopher Macdonald</td> <td>(CM)</td> <td>Community Coordinator</td> </tr> <tr> <td>Gary Slinn</td> <td>(GS)</td> <td>Diversity &amp; Inclusion Coordinator</td> </tr> <tr> <td>Jenni Smith</td> <td>(JSm)</td> <td>Communications Coordinator</td> </tr> <tr> <td>John Dyson</td> <td>(JD)</td> <td>Membership Coordinator</td> </tr> <tr> <td>Matt Millward</td> <td>(MM)</td> <td>Treasurer</td> </tr> <tr> <td>Steve Walmsley</td> <td>(SW)</td> <td>FSA Liaison Coordinator</td> </tr> <tr> <td>Tom Scott</td> <td>(TS)</td> <td>Website &amp; Communications</td> </tr> </table> <p><b>In attendance</b></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 35%;">Paul Smith</td> <td style="width: 15%;">(PS)</td> <td style="width: 50%;">Secretary to the Trust Board</td> </tr> </table>	James Silverwood	(JS)	Chairman	Christopher Macdonald	(CM)	Community Coordinator	Gary Slinn	(GS)	Diversity & Inclusion Coordinator	Jenni Smith	(JSm)	Communications Coordinator	John Dyson	(JD)	Membership Coordinator	Matt Millward	(MM)	Treasurer	Steve Walmsley	(SW)	FSA Liaison Coordinator	Tom Scott	(TS)	Website & Communications	Paul Smith	(PS)	Secretary to the Trust Board	
James Silverwood	(JS)	Chairman																											
Christopher Macdonald	(CM)	Community Coordinator																											
Gary Slinn	(GS)	Diversity & Inclusion Coordinator																											
Jenni Smith	(JSm)	Communications Coordinator																											
John Dyson	(JD)	Membership Coordinator																											
Matt Millward	(MM)	Treasurer																											
Steve Walmsley	(SW)	FSA Liaison Coordinator																											
Tom Scott	(TS)	Website & Communications																											
Paul Smith	(PS)	Secretary to the Trust Board																											
	The meeting started at 19:00. All were present.																												
<b>2021-15</b>	<p><b>Apologies for absence</b></p> <p>There were no apologies for absence.</p> <p>It was noted that Michael Brown (MB) had resigned from the Board due to work commitments. The Directors thanked MB for his valued contribution to Trust.</p>																												
<b>2021-16</b>	<p><b>Minutes of previous meetings</b></p> <p>Papers 1, 2, 3 and 4, the Minutes of the Board Meetings held on 31 December 2020, 20 January 2021, 28 January 2021 and 13 February 2021, were approved subject to a few minor amendments received from JS. PS was asked to update the Minutes and arrange for them to be uploaded to the Trust's website.</p>	PS																											
<b>2021-17</b>	<p><b>AGM considerations</b></p> <p>Papers 5 (Action Plan), 6 (FSA Timeline), 7 (Election Policy) and 8 (Standing Orders) were discussed. It was noted that the AGM was required to be held 6 months after the financial year end i.e. by 30 September 2021.</p> <p>PS agreed to sit on the Election Management Group (EMG) and to contact the FSA regarding the appointment of an independent chair. The date of the AGM was discussed, with dates in July and September considered – it was agreed to set the date of the AGM at the next Board meeting.</p> <p>MM stated that his intention is to submit the year end accounts to the Independent Examiner in the first few days of April.</p>	PS  MM																											

**Minute**

**Action**

**2021-18 Chair’s Update**

The following items were discussed:

- a) New Interim Board Member – SW reported that Nick Hopewell, a litigation lawyer living in British Columbia, and who lived in Sheffield until the age of 22, has agreed to join the Interim Board.
- b) Trust Strategy – Paper 9, the Final version of the Trust’s Strategy, was noted.
- c) Club Engagement – SW repeated his feedback from the fan engagement panel meeting that had been hosted by SWFC (“the Club”) and had taken place on 13 February 2021. Refer to Minute 2021-14 for details.

SW reported that he had met with Deborah Dilworth and Ashley Brown from the FSA on the possible options for a way forward. The Interim Board discussed Paper 10, which outlined three options. It was agreed to offer the FSA mediation option to the Club. In this respect, JS, SW and PS were asked to arrange for an email to be sent to the Club.

JS / SW / PS

- d) Asset of Community Value (ACV) Update – JS thanked JD for organising a successful members’ event that took place on 4 February. It was noted that turnout was >50% and that the subsequent vote was in favour of proceeding with the ACV application.

JS reported that he has had conversations with Mike McCarthy (BBC Radio Sheffield) and Nancy Frostick (The Athletic) regarding potential interviews – the Interim Board agreed for JS to go ahead with these. JS also reported that Lisa Firth is willing to assist with the application process through the Council.

JS

The Interim Board discussed the actions needed to build a broader base of support for the ACV application. In this respect, the following potential stakeholders were noted:

- The new leader of the Council is the Councillor for Hillsborough
- Charities such as S6 Foodbank and MIND – CM was asked to obtain impact statements, for sharing on social media, and letters of support for the application
- Steve Chu (Director of AgeUK Sheffield) – JSm to contact
- Martin Ware – JSm to contact
- Pete McKee – SW to contact
- Richard Timms (Sheffield FC) – TS to contact
- Nancy Fielder (Editor at The Star) – SW to contact via Chris Holt

CM  
JSm  
JSm  
SW  
TS  
SW

It was noted that the general feeling on Owlstalk was in favour of making the application.

Regarding politicians, JS is to contact the MP for Stocksbridge & Penistone, CM is to contact the MP for Sheffield Hallam and Sheffield South East, TS is to contact the MP for Hillsborough and JSm is to contact the MP for Rother Valley. JSm was asked to draft a template letter for sending to MPs and Councillors.

JSm

In addition, it was agreed that the Club should be informed as a matter of courtesy. JS and SW agreed to draft an appropriate email to the Club.

JS / SW

- e) FSA Liaison Update – SW reported that he had spoken with a solicitor at the FSA regarding season ticket refunds.

Regarding 19/20 refunds, it was noted that because the Club has offered a refund and individuals have taken up the offer, a contract has been formed. As such, the Club could be in breach of contract by not getting the refunds done. It was noted that the cost of a breach of contract claim would be c.£750 to c.£1,000.

Regarding 20/21 season tickets, a copy of the terms & conditions is required – if the T&Cs state that if matches are not playable because of decisions of other agencies, then there is no refund payable.

Minute	Action
<p>JSm stated that data on the scale of refunds issued, a mandate from members and some certainty on financial backing should be established before action is taken on this. It was agreed to discuss the approach regarding season ticket refunds further at the next Board meeting.</p>	
<p><b>2021-19 Finance – 31 January 2021 Report</b></p>	
<p>Paper 11, the Finance Report, was noted. MM reported that the cash balance is c.£3,800.</p>	
<p><b>2021-20 Membership Update</b></p>	
<p>JD stated that the Trust now has 562 members. New badges have been ordered. Zoom (at an extra cost of £34) will be used for the Round Table event.</p>	
<p><b>2021-21 Communications Update</b></p>	
<p>JSm reported that communications have been very reactive over the last couple of months. It was noted that there is now an established process of engagement with members, who get to receive communications first before being released wider. JSm agreed to review the BAU communications plan.</p>	JSm
<p>It was noted that the following on Twitter has now reached 3,000.</p>	
<p><b>2021-22 Diversity and Inclusion Update</b></p>	
<p>GS reported that he added the FURD Board meeting and stated that one individual, who is a member of Sheffield and Hallam FA's Board, may be a potential Advisory Panel member.</p>	
<p>GS also reported that he had made some good ties with Hillsborough Hornets and are keen on working with the Trust. GS and JSm are to liaise regarding potential social media for supporting the Hornets.</p>	GS / JSm
<p><b>2021-23 Community Update</b></p>	
<p>Paper 12, a note regarding ideas from MIND Sheffield, was noted.</p>	
<p>Regarding murals, CM reported that he had been looking at potential locations around Hillsborough, including Hillsborough Primary School, and had been in touch with a street artist regarding the work.</p>	
<p><b>2021-24 Any Other Urgent Business</b></p>	
<p>MM is to obtain a few quotes for Directors and Officers insurance. In addition, SW is to check with the FSA on any protections that exist for Community Benefits Societies generally.</p>	MM SW
<p>Regarding the Advisory Panel, JS is to send an email to panel members to ask for a short biography and photos for inclusion on the Trust's website.</p>	JS
<p><b>2021-25 Plan for Next Meeting</b></p>	
<p>It was agreed to hold the next Board Meeting on Thursday 4 March 2021 at 7pm.</p>	
<p>The meeting closed at 21:20.</p>	