



Board Meeting (virtual)

MINUTES

7:30pm – 28 December 2023

Present: Ian Bennett (IB), Paul Smith (PS), Peter Bradbury (PB), Richard Marsh (RM), David Lee (DL), Phiroze Mackenzie (PM)

Apologies: Neil Seepujak (NS), Tom Scott (TS)

Minute		Action
1.0	<p>Minutes of previous meetings</p> <p>The Minutes from the Board meeting held on 27 November 2023 were approved. PS is to send the Minutes to TS for loading to the website.</p>	PS
2.0	<p>Action log</p> <p>The Action log was noted and that all 'in progress' and 'outstanding' actions were to be covered by later agenda items.</p>	
3.0	<p>Chair's update</p> <p>IB thanked all members of the Board for volunteering their time and effort over the past year, with notable work regarding the José Semedo mural (TS), engagement with the Safety Advisory Group (RM), steps towards the formation of an Umbrella Fans Group (PS / PM), the formation of a Financial Planning Group (PS), planning for home match days stalls (DL), communications (NS, TS and PS) and general management of the Trust's operations and finances (PS / PB). PS thanked IB for representing the Trust via his appearances on Talk TV.</p> <p>A brief discussion took place regarding the Trust providing more regular updates on social media, noting that TS has been looking to recruit someone to fill a 'social media content creator' role.</p> <p>Regarding the outstanding bank mandate, IB sent an email to PS during the meeting with a signed version of it attached. <i>Post meeting note: it turns out that the email did not include the attachment; as such, IB still needs to provide this.</i></p> <p>PB questioned whether the Trust would be accepted back into the Club's Engagement Panel in February 2024, following the 12-month period that the Panel cited would be a pre-cursor to a review of the position. It was agreed to discuss this further at the Board meeting in February 2024, acknowledging that further steps are likely to have been taken regarding the formation of the Umbrella Fans Group.</p>	IB

	<p>IB stated that the Club's credit worthiness is a possible reason that the Early Bird season tickets were not advertised as planned in early / mid-December.</p>	
4.0	<p>Secretary's update</p> <p>The Conflicts Register was noted. IB and PM were reminded about the completion of the Conflicts of Interest Questionnaire. PS is to remind TS. In addition, it was noted that both PS and PB had additional roles to declare, which are to be added to the Conflicts Register.</p> <p>The Director Training Log was noted. It was noted that the next training sessions are in February 2024. PS asked all Directors to provide any dates that they have booked.</p>	<p>IB / PM PS</p> <p>PS / PB</p>
5.0	<p>FSA update</p> <p>The following items were discussed:</p> <p><i>Umbrella fans group:</i> the Notes from the call held with Jane Hughes (JH, EFL Network Manager from the FSA), a few Trust Members and Clive Betts MP (CB) on 7 December 2023 were considered.</p> <p>PM stated that CB had provided some commentary regarding the legislation to introduce an Independent Regulator for English Football and that it is likely to require the Club to engage with fans in a way that is different to what is currently in place; it was noted that SWFC fan groups can look to get organised whilst the legislation is in the process of coming out. In addition, PM stated that JH was willing to independently chair an initial meeting of the proposed umbrella fans group towards the end of January 2024.</p> <p>PM stated that the Trust's sub-committee had considered a discussion document regarding some realistic goals of an umbrella fans group (e.g. better corporate governance at the Club, ensuring the Club meets the requirements of the upcoming regulations and that the Club accepts the umbrella fans group as the recognised fan engagement vehicle) and that this is currently being converted into a briefing document that can be circulated to other fan groups in advance of an initial meeting.</p> <p>Following a question from IB, PM was asked to contact the FSA to check whether the umbrella fans group should be registered as a separate entity that is affiliated with the FSA.</p> <p><i>Emergency Financial Planning sub-committee:</i> PS stated that he met with James Silverwood (JS) and some other Trust members on 13 December 2023 for an introductory discussion; it was noted that Jess Grundy from the FSA was also in attendance.</p> <p>PS reported that JS has asked the members of the sub-committee to consider what two activities should be taken as priorities for the sub-committee to work on. It was noted that the sub-committee is looking to meet again in January 2024.</p>	<p>PM</p>

	<p>Safety Advisory Group (SAG): RM reported that he attended the SAG meeting on 7 December 2023 and that the City Council representatives created a positive environment for the meeting. The following points were noted from the meeting:</p> <ul style="list-style-type: none"> • The Sports Ground Safety Authority had conducted reviews during the matches against Southampton, Rotherham and Leicester this season, and it was noted that there were 40 fewer stewards at the Leicester match than at the Peterborough league match last season. • The Club's Stadium Manager was challenged on a number of items regarding matchday safety issues. • The Club's General Manager, Alistair Wilson (AW), has been helpful regarding the incident reporting number and more generally AW was receptive to listening to issues raised by the Trust. • 50 turnstile operators left the Club in the summer, noting that the Club is the only football club in Yorkshire to employ its own stewards and that new stewards are typically located on the South Stand. <p>RM stated that he shared the results of the Trust's recent member survey with the Club and that AW has confirmed that an update from the SAG meeting (as per the note drafted by RM) can be provided to Trust members and other supporters groups.</p> <p>RM suggested that the Trust could look to fund some training (e.g. neurodiversity) for stewards. RM was asked to draft a proposal, including potential costs, for consideration by the Board.</p> <p>It was noted that the next SAG meeting is scheduled for March 2024.</p>	RM
6.0	<p>Communications update</p> <p>Update to Members / Associates: PS proposed that the next monthly email should be drafted for issuing in January 2024, to cover updates regarding the umbrella fans group, the financial planning group and the SAG. PS is to liaise with TS and NS in this respect.</p>	PS
7.0	<p>Community update</p> <p>Home match day stalls: a short discussion took place regarding items to give away; PM suggested balloons, and the list of items previously drafted by PB was noted and PS provided a reminder that there is a budget of £1,000 for this. It was noted that DL and IB will source the 'freebies' before deciding which home match to hold the first stall, noting that the match against Hull City on 1 January 2024 is now not possible. PS was asked to draft a sign-up form for Associates.</p> <p>'Evening With...' event: IB stated that the venue hire for an event at The Railway can be for whenever the Trust wants it (except weekends). IB also stated that he has been in touch with a Management Company regarding a couple of ex- SWFC players, plus 'feelers' with others.</p>	DL / IB PS

<p>8.0</p>	<p>Treasurer's update</p> <p>PB provided the following updates regarding November 2023:</p> <ul style="list-style-type: none"> • Income was £217; costs were £123. • Cash balances totalled £10,656 at month end. • There were 508 members at month end, with 13 new members and 9 leavers. <p>PB reported that the Independent Examiner no longer wants to carry out the year end accounts examination and, as such, the Trust needs to find a replacement (who is a qualified accountant). IB stated that he has a contact who should be able to do the year end accounts examination.</p>	<p>IB</p>
<p>9.0</p>	<p>Diversity & Inclusion update</p> <p>Regarding the principles of being an inclusive Club, RM stated that he managed to contact Tom Finn (TF) and that RM is now to arrange a meeting with TF, DL and himself so that TF can provide some guidance on how the principles of being an inclusive football club should be formed and how this can be taken forward with the Club.</p>	<p>RM</p>
<p>10.0</p>	<p>Next meeting</p> <p>It was agreed to hold the next meeting via Zoom on Wednesday 17 January 2024 at 7:30pm.</p> <p>The meeting closed at 8:45pm.</p>	