



Board Meeting (virtual)

MINUTES

8pm – 16 April 2024

Present: Ian Bennett (IB), Paul Smith (PS), Peter Bradbury (PB), David Lee (DL), Phiroze Mackenzie (PM), Neil Seepujak (NS), Tom Scott (TS)

Apologies: Richard Marsh (RM)

Minute		Action
1.0	<p>Minutes of previous meetings</p> <p>The Minutes from the Board meeting held on 12 March 2024 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 stated that his updates would be covered during later agenda items.</p>	
4.0	<p>Secretary's update</p> <p>NS stated that the Conflicts Register is correct in respect of his other roles. PM reported that he is a director of a limited company, Kenwood Developments Ltd (Companies House number 09334736); PS is to add this to the Conflicts Register.</p> <p>The Director Training Log was noted. PB was congratulated on completing the FSA assessment and the Kick It Out online modules.</p> <p>The Action Plan for the 2024 AGM was noted. PS reported that Peter Tarbitten (PT, Hull City Supporters Trust) had agreed to act as independent chair of the Election Management Group (EMG). In the absence of any replies from Trust members, IB agreed to sit on the EMG alongside PS and PT. It was also agreed to hold the AGM via Zoom. In addition, it was noted that the accounts will be provided to Kirsty Hirst by the end of the week to ensure that the accounts are ready in time for inclusion in the AGM papers.</p> <p>Regarding recruitment to the Board, PM stated that he has mentioned the vacancies on the Trust's Board to members of the Umbrella Working Group.</p>	PS

<p>5.0</p>	<p>FSA update</p> <p>The following items were discussed:</p> <p><i>Umbrella fans group:</i> it was noted that the Government had recently announced that it will launch legislation to introduce an Independent Football Regulator, as has been expected. PM reported that the Umbrella Working Group had discussed the related Football Governance Bill.</p> <p>PM stated that a manifesto has been drafted by the Working Group for discussion by the Umbrella fans group at the next scheduled meeting on 1 May 2024 at Sheffield Hallam University, again to be chaired by Dave Rose, deputy CEO of the FSA. It was noted that the working name of the Umbrella fans group is The Wednesday Fans Alliance (WFA).</p> <p>PM also mentioned that a press release is expected to be drafted to provide information about the WFA and that an Open Forum may be arranged (via the WFA) at some future point.</p> <p>It was agreed that the Trust is to fund the hire of the venue for WFA meetings.</p> <p><i>Financial planning group:</i> PS stated that the group met on 8 April 2024 to discuss the Club's 31 July 2023 statutory accounts and a draft high level risk assessment. It was noted that the next steps are to flesh out the activities regarding the main risks identified and develop a 'play book' for each 'high risk' scenario.</p> <p><i>Safety Advisory Group (SAG):</i> it was noted that the next SAG meeting is scheduled for 18 April 2024 and that DL would attend to represent the Trust.</p>	
<p>6.0</p>	<p>Communications update</p> <p>The following items were discussed:</p> <p><i>Social media – recruitment for content:</i> PS is to include the description of the Board roles in the Election Pack to assist with recruitment for the annual vacancies at the Annual General Meeting.</p> <p><i>Website:</i> TS reported that the domain renewal has been done. TS is to check whether the member log-in area of the website has been developed and is ready for release.</p> <p><i>WhatsApp Channel:</i> NS presented a few slides regarding a proposal to set up a WhatsApp Channel for the Trust. It was noted that this has some advantages over other social media (e.g. privacy, hyperlinks, posting of varied content, sign up via phone number, free to use, low maintenance effort). It was agreed for NS to set this up and for this to be advertised via the Trust's website and social media channels.</p>	<p>PS</p> <p>TS</p> <p>NS</p>

7.0	<p>Community update</p> <p>The following items were discussed:</p> <p>Home match day stall: DL and IB reported that the first match day stall was held on 13 April 2024 v Stoke City and feedback was generally very positive, with fans appreciating the giveaways (i.e. scarves / posters) and willing to sign up to the Trust as Associates. DL reported that many fans were willing to chat generally, including asking questions about the Trust. It was noted that there will be no scarves available to give away for the next home match for 27 April 2024 v West Brom.</p> <p>‘Evening With...’ event: IB reported that John Green will organise the evening at the Victoria Hotel, with a limit of 100 people.</p> <p>SWFC ‘Legends’ event: DL reported that several members had responded to the invitation to enter a draw to attend this event on 10 May 2024 and that he will do the draw on 26 April 2024. PB is to send the list of respondents to DL.</p> <p>Open meeting: it was agreed that the Trust would be prepared to hold an Open meeting in the event that this doesn’t happen via the WFA.</p>	PB
8.0	<p>Treasurer’s update</p> <p>PB provided the following updates regarding March 2024:</p> <ul style="list-style-type: none"> • Income was £49; costs were £1,030. • Cash balances totalled £10,108 at month end. • Net deficit for the year was £1,091. • There were 489 members at month end with one new member during the month. <p>PB stated that 118 individuals (who had stopped paying the annual fee of £10) were sent an email about being treated as members (as per guidance from the FSA). It was noted that only 8 individuals had rejected the offer.</p> <p>It was noted that over 100 forms had been completed on 13 April 2024 (at the home match day stall) regarding fans joining the Trust as Associates.</p> <p>An updated version of the 2024-25 budget was noted and agreed. PB stated that he will bring the budget figures into the monthly reporting.</p>	
9.0	<p>AOB</p> <p>A short discussion took place regarding the Club’s Engagement Panel (EP) and whether the Trust would be invited back on to it. PS reported that he had sent an email to Philip Rushforth on 7 April 2024 asking whether the EP had reviewed its position regarding the Trust’s participation in the EP. PS stated that no reply had been received to date. PM is to consider raising this at the next WFA meeting.</p>	PM

	<p>PS also reported that he had sent an email to Philip Rushforth on 17 January 2024 and again on 7 April 2024 asking whether the Club would be interested in working with supporters and fan groups on an overall strategy for season ticket sales for future seasons, with the Trust offering to collate feedback from the wider fanbase for consideration by the EP and the Club. PS stated that no reply had been received to date.</p>	
10.0	<p>Next meeting</p> <p>It was agreed to hold the next meeting via Zoom on Tuesday 7 May 2024 at 8pm.</p> <p>The meeting closed at 10:20pm.</p>	