

MINUTES OF PRE-SEASON FINANCE MEETING

12TH JUNE 2019.

Present: Cass Castello, Dave Whiting, Isobel Greaves

Invited to contribute re costings league season 19/20: Ian Greaves.

ITEM NO	ITEM	OWNER	ACTION
1	<p>Registration funding update: CC confirms most monies now accounted for. A sum of £60.00-£70.00 pounds cannot be reconciled relating to Wolves registrations.</p> <p>IsG confirmed the tightening up of the process for next season should relieve us of this situation arising again.</p>	CC	<p>CC will update his existing table and provide copies to committee.</p> <p>CC to confirm monies to be placed in Development fund for budget lines.</p>
2	<p>Update on account balance as of 31st of May to be confirmed</p> <p>CC confirmed all outstanding fines have been paid.</p> <p>Cass indicated he was preparing the AGM financial statement in such a way that a comparison can be made.</p>	CC	<p>Will forward to IssyG prior to AGM</p> <p>CC</p>
3	<p>IssyG provided an outline of known expenditure for season 19/20 based on activity between 31st May and arrangements in place for pre and post season events.</p>	CC	<p>To carry forward to 19/20 Cashbook.</p> <p>Chair to add to budget lines when agreed.</p>
4	<p>DW confirmed process for return of deposits, and increased surety amounts for the three teams who if returning will need to up the deposit.</p> <p>IG stated that as Hartpury UOG and Warriors B have indicated they will return to the Cup competition, they should be submitting an entry form at beginning of season, therefore we should retain their entry deposit.</p> <p>Hartpury deposit will need to be worked out based on the level of fines incurred against them now only participating in the Cup</p>	Ian G	<p>Action CC</p> <p>Action Ian G to send out invoices along with league entry forms.</p> <p>Action Chair to carry forward into new budget line</p>

	<p>DW advised that the new increased penalty for nonattendance at the AGM would apply to next year's AGM and not this year.</p> <p>Ian G confirmed the following teams had indicated they will return to the league:</p> <ul style="list-style-type: none"> • Eagles • Hawks • Pumas • Cyclones • Sharks. • Mavericks • Spartans (to be confirmed whether new team or expanded existing team) <p>Still to declare:</p> <ul style="list-style-type: none"> • Kings • Warriors <p>Entering Cup Competition:</p> <ol style="list-style-type: none"> 1. Hartpury 2. Warriors B 3. UOG <p>Ian G stated that the format of competitions was on Agenda for AGM however if all the above do as they have indicated league should function in the same way as this season.</p> <p>Potential New Team: Worcester Bears. Propose to play on a Wednesday evening 20.15 from same court as Cyclones.</p> <p>Issy G said Bears invited to AGM, league entry form sent out and directed to Website for information etc.</p> <p>Team aware need to be approved by teams at AGM.</p> <p>Yet to confirm if they will attend AGM or provide new entry form.</p>	<p>Issy G to provide list of deposits to CC for action post AGM</p> <p>Issy G to write to teams who may face an increase outline how much they will need to submit with league entry and the return policy</p> <p>Ian G to prepare league entry forms and invoices post AGM closing date 10th July</p> <p>Issy G to follow up 15th/16th</p> <p>Ian G to follow up post AGM for budget setting purposes</p> <p>Ian G as above</p>
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	<p>IssyG stated she had contacted Richard Stokes and Joe Grainger; Richard has agreed to attend the 3rd of September and 21st January sessions costs known.</p> <p>Joe will confirm Glos College as venue, costs not clear</p> <p>Issy stated she had contacted Dave Finch re assessments asking for potential costs per assessment and realistic number of assessments per month in addition to officiating.</p>		
5	<p>Set recommended budget lines based on close of account amount and known expenditure – Not able to do so at this meeting data not available.</p> <p>Post AGM finance meeting to be set to prepare budget lines for presentation to committee at meeting 1</p>	CC	<p>Chair</p> <p>Dates for both meetings to be set and added to the Webpage</p>
6	<p>The format and timetable of the AGM was set out for approval</p> <p>Paperwork pack for each AGM nominate representative approved.</p> <p>Management of amendment to the league rules voting process agreed.</p> <p>Issy G advised that she had prepared role suggestions for Honorary Posts they can be amended and agreed by incoming committee and postholders.</p> <p>Several positions will support each other as required The Chair role should revert to a lead role and an active support role for other positions when required.</p> <p>IG stated she had circulated the menu for the 19th, catering for 20 new cost £140 (original estimate £120).</p> <p>Allergies amongst members attending identified, comms between individual, venue and Issy taken place to ensure all will be well.</p> <p>Communication retained.</p>	Issy G	<p>Issy G to circulate and communicate with necessary parties.</p> <p>Action Issy G/CC</p> <p>Incoming Committee</p> <p>CC to bring Cash for payment on the night</p>

	A discussion re the Constitution took place.		DW will monitor process in relation to Constitution.
7	Issy G thanks the officers for their additional time as Finance committee this season having met 4 times in addition to the GBL committee meetings.		
AOB	<p>Issy G stated it was disappointing that twice now opportunity to use PC fund has not been possible due to late notification of events where we could have supported a up and coming junior player.</p> <p>Ian G suggested searching on BE web for local events.</p> <p>Issy G stated a protocol and process for agreeing funding and eligibility, selection will need to be drawn up</p> <p>Re eligible youths we should start process at start of season through the youth development programme</p>	AS	<p>Chair to discussed with Andy Steckbeck post AGM</p> <p>Issy G Actions to be added to Action Plan</p>