



## MINUTES OF BOARD MEETING

**Monday 18<sup>th</sup> September 2023**

**Present:** Nick Brodrick (NB) – chair, Rob Burkitt (RB), Robin Causley (RC), Bob Cole (BC), Rob Dickinson (RD), Michel Thomas (MT), Rick Williams (RW).

**Apologies:** Ali Bryant (AB), Sam Druiff (SD)

<b>23/68</b>	<p><b>Minutes of the meeting held on 14<sup>th</sup> August 2023</b> The minutes of the meeting were tabled and approved.</p> <p>Minute 23/64 (e) - NB confirmed that the first Step One men's walk had taken place on 1<sup>st</sup> September. He would contact Dom Bryant for an update.</p>	NB
<b>23/69</b>	<p><b>Relations with the Club</b> NB advised that he had contacted Dom Mee regarding reports of a lack of refreshments for away fans at the Chelmsford game and had been assured that a full service had been available.</p> <p>It was noted that while the team were doing well on the pitch, many fans were satisfied and not interested in wider issues. TUST may have to be patient in raising some of its concerns although RD pointed out that we should not hesitate to make constructive criticism where appropriate.</p>	
<b>23/70</b>	<p><b>Strategic Plan</b> RW introduced the existing Plan that was adopted in 2019 and proposed that a review would be timely. He explained that the five core objectives were written in the Trust's rules and any significant change to these would require amendments to the rules which should not be undertaken lightly.</p> <p>He proposed that the board review all the supporting statements and actions and he would draft a revised document to reflect any changes for approval at the next meeting. If there are substantial changes, the Plan could be presented to members at the AGM for approval.</p>	RW

	<p>After much discussion of the various issues the following points were agreed;</p> <ul style="list-style-type: none"> <li>• RW to draft an updated introduction</li> <li>• Emphasis of the Mission Statement to be revised.</li> <li>• Reference to the Strategy Team and its work needed, particularly with regard to sources of funding such as a Community Share Issue.</li> <li>• Attendances are holding up very well considering the circumstances</li> <li>• A preference for staying at Plainmoor should be stated and reference made to the Asset of Community Value registration.</li> <li>• TUST will scrutinise any proposals for a new stadium and consider support if the future of the Club is protected including rent guarantees.</li> <li>• Relocation within easy travel distance from Torquay / Torbay Council area would not be discounted.</li> <li>• Reference to the Fan-Led Review and resultant legislation needed.</li> <li>• Mention SW Supporters Trust Group</li> <li>• Fan ownership is not the preferred model at this time</li> <li>• Cross-reference Plan to FAQs</li> </ul> <p>In addition, it was agreed that BC should draft an additional FAQ to dispel the often quoted misconception that without Clarke Osborne’s involvement there would be no club.</p>	BC
<p><b>23/71</b></p> <p><b>a)</b></p>	<p><b>Finance report</b></p> <p><b>Annual accounts</b></p> <p>In AB’s absence RW presented the accounts for the year ended on 30<sup>th</sup> June 2023 which had been prepared by TUST’s accountant. These indicated income of £11,790 (up £2,431 since 2022), expenditure of £4,077 (down £204) and administration costs of £1,518 (down £783) giving a net surplus of £6,195.</p> <p>The balance sheet shows assets of £64,542, an increase of £6,238 for the year. There were 417 members at 30<sup>th</sup> June, an increase of 43 during the year.</p> <p>It was proposed by MT, seconded by BC and unanimously agreed that the accounts should be approved.</p> <p>RW advised that the £20,000 invested in a 3 month bond with the United Trust Bank would mature on 29<sup>th</sup> September. UTB had contacted him with the offer of favourable rates for reinvestment. It was agreed to reinvest the sum in a further UTB 3 month bond at a rate of 3.96%. RW to instruct.</p>	RW

<p><b>b)</b></p>	<p><b>TUST Community Fund</b> The accounts give a budget of up to £3,100 for 2023/24 community projects. £1,200 had already been committed to sponsoring TU Women’s Team. It was proposed that other organisations could be consulted about possible uses at the Flock of Gulls event.</p> <p>RW had prepared an application form for future grants and this was tabled and approved subject to adding a section about how TUST’s donation would be recognised and publicised.</p>	<p>RW</p>
<p><b>c)</b></p>	<p><b>Torbay Heritage Grant Fund</b> RC to investigate further and report back.</p>	<p>RC</p>
<p><b>23/72</b></p>	<p><b>Governance report</b></p> <p><b>a) AGM</b> A date of 30<sup>th</sup> November was agreed for the AGM and it was proposed to use Torquay Athletic Rugby Club as the venue again. MT &amp; BC to organise.</p> <p>It was agreed that there should be ten seats available on the board. With four current members having continuing terms there would be six vacancies.</p> <p>It was suggested that a representative from the Women’s Football Club could be a suitable addition to the board, possibly as a co-optee initially. RD to give this further consideration.</p> <p>RW outlined the procedure for notifying members of the AGM, inviting nominations and motions.</p> <p><b>b) Election Policy</b> RW advised that he had volunteered to act as the independent Returning Officer for the ECFC Supporters Trust’s forthcoming elections. Whilst there were significant differences in terms of the number of members, ownership of the club and expected candidates, this had enabled him to identify some areas where the TUST Election Policy could be improved.</p> <p>It was agreed to proceed on the current basis this year but review the Election Policy before next year.</p> <p><b>c) Membership administration</b> AB had prepared a guidance note for the sign-up process which would enable others to assist. She expressed concern about her ability to manage an influx of new members with her Treasurer duties and work commitments.</p> <p>It was suggested that we could seek a suitable person to act as Membership Secretary, either as a board member or in an honorary position.</p>	<p>MT/BC</p> <p>RD</p> <p>RW</p> <p>RW</p>

<p><b>23/73</b></p> <p><b>a)</b></p> <p><b>b)</b></p> <p><b>c)</b></p> <p><b>d)</b></p>	<p><b>Partner organisations</b></p> <p><b>Community Sports Trust (TUCST)</b> Nothing to report</p> <p><b>Women’s Team</b> A difficult start to the season as the team struggle to adapt to the higher league.</p> <p><b>Partners networking opportunity – Flock of Gulls</b> Invitations ready to go out the following day. Appropriate organisations have been identified. Each attendee to give a brief introduction of their group’s role, TUST to explain its remit and invite an informal discussion of how parties might work together for mutual benefit.</p> <p><b>SW Supporters Trust Group</b> Next meeting on Wednesday 27<sup>th</sup> September to be hosted by AFT. NB &amp; RD to attend. Suggested topic – do other trusts support and fund community outreach?</p>	
<p><b>23/74</b></p>	<p><b>Media &amp; PR</b> RB advised that the old TUST Facebook page can now be deleted.</p>	
<p><b>23/75</b></p> <p><b>a)</b></p> <p><b>b)</b></p>	<p><b>Any other business</b></p> <p>BC asked RB to delete two obsolete FAQs from the website.</p> <p>BC offered to document a history of TUST from the notes previously prepared by MT. RC also provided a folder of key documents from his time on the board. Draft to be presented to the board for approval when ready.</p>	<p>RB</p> <p>BC</p>

The date of the next meeting was fixed for Monday 16<sup>th</sup> October 2023 at 6.30pm.

Chairman’s signature.....Date .....