

**MINUTES OF THE ANNUAL GENERAL MEETING OF
LANCASHIRE COUNTY RUGBY FOOTBALL UNION LTD**

HELD AT TYLDESLEY RUGBY UNION FOOTBALL CLUB TYLDESLEY

ON WEDNESDAY 25th JUNE 2024

Prior to the start of the meeting, Chris Smail & Ian Scott-Brown were chosen to be the Individual Members Representatives.

Apologies for Absence:

Margaret Chappell, Alison Stirk, Tim Stirk, Jim Hainsworth, Roger Berry, Dave Phillips, Ernie Neely, Chris Gaffey, Chris Smail, Jon Kitchen, Chris Barrett, Ken Potter, Peter Hughes BEM, Dave Clarke, Anne Clarke, David Herriman, Margaret Herriman.

The minutes of the previous AGM were on the website.

1. Annual Report.

This had been circulated and was available to view on the website. There were no comments or questions.

2. To consider the proposal to amend the Rules and Regulations of Lancashire County RFU.

All the changes were accepted. For full changes see Appendix 1.

3. Election of Officers.

a) President. Ian Spivey

Ian Spivey was invited to take over from Brian Hurst who handed over the Badge of Office. Mark Downs gave a testimonial to introduce Ian. Ian thanked everyone for the honour of becoming President and thanked Brian for her time in Office.

b) Senior Vice President. Robbie Jones

Ken Andrews proposed Robbie Jones and gave a testimonial introduction.

c) Honorary Treasurer. Paul Deakin

This was a Management Board Proposal and Paul would now be in post for three years.

d) Chairman. Dave Clarke is in post until 2026.

e) Honorary Secretary. Mark Downs is in post until 2027.

4. Election Of Directors.

a) Director of Safeguarding and Wellbeing.

Carol Baker Management Board Proposal

b) Director of Club and Community Rugby.

(This post was vacant due to the resignation of Malcolm Worsley. M. Downs thanked Malcom for his many years of service to the County.

3 candidates had been nominated for the post. A ballot was held by voting members in the room and was scrutinised by Ian Scott-Brown and Ken Andrews

Chris Gaffey	Proposed by Sedgley Park,	Seconded by Widnes.
Brian Hurst	Proposed by Littleborough,	Seconded by Trafford MV.
Catherine Jones	Proposed by Aspull,	Seconded by Bolton.

Chris Gaffey was duly elected as the Director of Club & Community Rugby for a period of 2 years.

c) One Director without Portfolio.

2 candidates had been nominated for the post. A ballot was held by voting members in the room and was scrutinised by Ian Scott-Brown and Ken Andrews

Arthur Crabtree	Proposed by Didsbury ToCH,	Seconded by Old Bedians.
Tommy Hughes	Management Board Proposal.	

Arthur Crabtree was duly elected as a Director without Portfolio for a period of 2 years.

d) Appointment of Independent Examiners.

Paul Deakin has nominated ERC and Stephen Briers Seconded the Proposal so ERC appointed.

5. Election of:-

I. Assistant Honorary Secretary

Brian Stott proposed by Mark Downs

II. Assistant Honorary Treasurer

Stephen Briers proposed by Paul Deakin

III. Vice Presidents:

Stephen Godrey – Previously elected

6. Nominations for Sub committees.

Nomination of three members to the Disciplinary Committee.

John Rawson.

Steve Blackburn.

Tommy Hughes.

Proposed by Gill Burns MBE, Seconded by Mark Downs.

Nomination of Chairman and three members of the Cup and Competitions Committee.

Chairman Dave Clarke.

Secretary Brian Hurst.

Tommy Hughes.

Howard Hughes.

Proposed by Carol Baker, Seconded by Kate Bennetta.

Nomination of four members to the Club and Community Rugby Committee.

Kate Bennetta.

Josh Jones.

Ade Jebb.

Phil Anderson.

Proposed by Catherine Jones, Seconded by Carol Baker.

Nomination of two members to the Financial and Finance Committee.

Chris Smail.

Stephen Briers.

Proposed by Paul Deakin, Seconded by Tommy Hughes.

Nomination of two representatives to the Lancashire Colts Cup Committee.

Mark Downs.

Ian Spivey.

Proposed by Gill Burns MBE, Seconded by Ian Harrison.

Nomination of two representatives to the Schools' Committee.

Paul Deakin.

Bob Wilkinson.

Proposed by Mark Downs, Seconded by Robbie Jones.

Nomination of two representatives to the Age Grade (7-16) Committee.

Christine Spivey.

Alan Whalley.

Proposed by Carol Baker, Seconded by Kate Bennetta.

Nomination of two representatives to the Womens & Girls Committee.

James Wright.

Justine Thatcher.

Proposed by Kate Bennetta, Seconded by Carol Baker.

7. Correspondence.

There was none appertaining to this meeting.

8. Any Other Business.

None.

Meeting closed at 19.40pm

Attendees

B Hurst	President
R Jones	Vice President
I Spivey	Vice President
S. Godrey	Vice President
P E Hughes BEM	Past President
K Andrews	Past President
S R Blackburn	Past President
G A Burns MBE	Past President
B H Stott	Past President
M Downs	Hon Secretary
P Deakin	Hon Treasurer
H Hughes	Director of Rugby Development
K Bennetta	Director
J T Hughes	Director
S Warner	Aldwnians RUFC
A Marsland	Broughton Park FC
A Lawton	Bury RUFC
A Crabtree	Didsbury Toc H RFC
I Bailey	Didsbury Toc H RFC
D Edmondson	Eccles RFC
T McClure	Firwood Waterloo RFC
S Doherty	Fleetwood RUFC
Sir W B Beaumont	Fylde RUFC
D Todd	Heaton Moor RUFC
JT Hughes	Leigh RUFC
P Barnett	Liverpool Referees Society
C Llyod	Liverpool Collegiate RUFC
I Harrison	Liverpool St Helens FC

M Hull	Manchester & District Referess
P Barnett	Mossley Hill RUFC
G Malhotra	North Manchester RUFC
R Heptonstall	Oldham RUFC
B Stevenson	Ormskirk RUFC
A Jebb	Preston Grasshoppers RFC
SR Blackburn	Rochdale RUFC
I Bridle	Trafford MV RUFC
R Culver	Trafford MV RUFC
H Hughes	Tyldesley RUFC
A Perry	Vale of Lune RFC
G Perks	Warrington RUFC
M Griffiths	Widnes RUFC
K Bennetta	Women & Girls
R Jones	Schools
I Spivey	Mini & Junior
CA Baker	Safeguarding
C Spivey	Safeguarding
I Scott-Brown	Individual Members Reps

Individual Members

V Blackburn
C Jones
J Jones
L Johnson
A Thompson

Appendix 1.

Proposed Rule Changes that were accepted at the Annual General Meeting

Remove

~~7. The Rugby Development Committee~~

~~7.1. Committee~~

~~7.1.1. The Director of Rugby Development (Chair)~~

~~7.1.2. CB Coaching Coordinator (Secretary)~~

~~7.1.3. Safeguarding Director~~

~~7.1.4. Director of Volunteering~~

~~7.2. The Rugby Development Committee will meet as and when necessary~~

~~7.3. Duties~~

~~7.3.1. To report to the CB Board of Directors~~

~~7.3.2. To plan, agree, monitor and co-ordinate a strategy for rugby development and the delivery of rugby in the County.~~

~~7.3.3. To prepare and manage the CB Plan~~

~~7.3.4. To receive reports from the four sub-committees of the Rugby Development Committee on the implementation of the Plan against budget.~~

~~7.3.5. Coordinate the reports into a strategic plan~~

~~Rugby Development Sub-Committees~~

~~7.4. Team Lancashire (Representative Rugby)~~

~~7.4.1. Senior Men~~

~~7.4.2. Senior Women~~

~~7.4.3. Under 20 Men~~

~~7.4.4. U15 to U18 Boys~~

~~7.4.5. U16 to U18 Girls~~

~~7.5. Chair and members to be appointed by the Director of Rugby Development~~

~~7.5.1. To lead, manage and deliver County Representative Rugby at all levels~~

~~7.5.2. To provide the structure to develop a Lancashire playing standard~~

~~7.5.3. To identify and develop players to the standards required for the transition from youth to the senior representative game~~

~~7.6. Player development Sub-Committee~~

~~7.6.1. District Squads~~

~~7.6.2. Developing Player Programme~~

~~7.6.3. Academy Liaison~~

~~7.6.4. Summer Camps~~

~~7.6.5. New Rules of Play and other player development initiatives from the RFU~~

Replace with

7. Rugby Development Committee

7.1 Comprises:

7.1.1. Director of Rugby Development

7.1.2. Director of Safeguarding & Welfare

7.1.3. A representative from

7.1.4. Senior Men

7.1.5. Senior Women

7.1.6. Under 20's

7.1.7. Under 18 Boys

7.1.8. Under 18 Girls

7.1.9 The Committee can co-opt members at the discretion of the Director of Rugby Development

7.2 Purpose

7.2.1. The Committee is to act as a liaison between the County & the Clubs to promote representative rugby.

7.3 Season Objectives

7.3.1. The Lancashire County RFU Board will agree with the Director of Rugby Development aims & objectives for the new season.

7.4. Reporting

7.4.1. The Committee shall report to the Board on a regular basis as agreed at the start of the season.

7.4.2. The report will be based on the Season Objectives & any matters arising from the interaction with clubs.

Remove

~~12.5.1 Membership: Chairman and members to be appointed by the CB Board of Directors~~

~~12.5.2 Duties:~~

- ~~• To lead, manage and deliver integrated County programmes to develop players at sub-county and club level~~
- ~~• To work with Team Lancashire to set core skills levels for junior age grade rugby~~
- ~~• To develop young players to the standards required for the transition from the youth to the adult game~~
- ~~• To lead and advise clubs on player recruitment and retention~~

~~12.6 Coaching and Refereeing Sub-Committee (Development Centre, Coaching Group, Referee Liaison)~~

~~12.6.1 Membership: Chairman and members to be appointed by the CB Board of Directors~~

~~12.6.2 Duties:~~

- ~~• To develop and monitor the administration of an integrated coaching programme to improve the standard of coaching in the County~~
- ~~• To create and monitor a database of club, school and college coaches in the County~~
- ~~• To increase the number and quality of coaches in the County~~
- ~~• To develop coach mentor, assessor and tutor programmes to ensure quality delivery of coach education and development at club and County level~~
- ~~• To recommend appointment of coaches, managers, selectors and staffing for County and sub-County Representative Squads~~
- ~~• To identify and support coaches who have the potential to become County coaches~~

- ~~To work with Referee Societies to promote referee recruitment, retention, training and development~~
- ~~To manage and develop activities within the County Rugby Development Centre~~

~~12.7 Competition Sub-Committee~~

~~12.7.1 Membership: Chairman and members to be appointed by the CB Board of Directors~~

~~12.7.2 Duties:~~

- ~~To monitor the effectiveness of competition at various levels of the game~~
- ~~To monitor the effectiveness of club competitions and leagues~~
- ~~To propose new competitions which cater for the development and retention of players~~
- ~~To liaise with the Cup and Competitions Organising Committee and other appropriate county committees over the introduction of proposed new competitions~~
- ~~To provide opportunities for players to test and measure their skills at a level above normal club rugby~~

Remove

~~15. The Finance & Funding Committee~~

~~15 Comprises: The Treasurer (elected under Article 41), the Assistant Treasurer and the Marketing Manager and two elected members who shall be nominated at the annual general meeting for election at the first general meeting thereafter.~~

~~15.14 The Finance and Funding Committee shall have the power to appoint its own Chairman.~~

~~15.15 The Finance and Funding Committee shall meet a minimum of four times a year.~~

~~15.16 Duties:~~

~~15.16.1 To report to the Board;~~

~~15.16.2 To prepare the annual budget and system of budgetary control;~~

~~15.16.3 To monitor, review and control all expenditure;~~

~~15.16.4 To market, promote and seek sponsorship and fund raising opportunities for the County.~~

~~15.16.5 To make recommendations on policy on all aspects for funding the game;~~

~~15.16.6 Make recommendations on policy for distribution of International Tickets;~~

~~15.16.7 To distribute funds to the various County Union committees;~~

~~15.16.8 To review financial stability of member clubs and make recommendations on grant and lottery applications etc. as necessary.~~

~~15.16.9 To ensure member clubs submit accounts to the County and RFU.~~

~~15.16.10 To make recommendations to the Lancashire County Rugby Football Union Youth Trust Fund on the allocation and management of Trust funds.~~

~~15.16.11 To carry out an audit of member clubs on behalf of the RFU as required under the appropriate regulations.~~

Replace with

15. Finance & Funding Committee

15.1. Comprises:

- 15.1.2. The Treasurer
- 15.1.3. The Assistant Treasurer
- 15.1.4. Two elected members (who shall be nominated at the annual general meeting for election at the first general meeting thereafter)
- 15.1.5. The Committee can co-opt members at the discretion of the Treasurer
- 15.2. Purpose
 - 15.2.1. The Committee is to set the Annual Budget, monitor & control all expenditure.
- 15.3. Season Objectives
 - 15.3.1. The Lancashire County RFU Board will agree with the Treasurer aims & objectives for the new season.
- 15.4. Reporting
 - 15.4.1. The Committee shall report to the Board on a regular basis as agreed at the start of the season.
 - 15.4.2. The report will be based on the Season Objectives & any matters arising from the interaction with clubs.

Remove

~~16. The Club & Community Rugby Committee~~

~~16.1 — Comprises: The Director of Community Rugby (appointed under Rule 5.2), the Director of Volunteering (appointed under Rule 5.2), and four elected members who shall be nominated at the annual general meeting for election at the first general meeting thereafter.~~

~~16.2 — The Club and Community Rugby Committee shall meet a minimum of four times a year.~~

~~16.3 — Duties:~~

~~16.3.1 To report to the Board;~~

~~16.3.2 To manage and coordinate the actions needed to deliver the community rugby initiatives as described and outlined in the RFU Strategic Plan and County Union Development Plan;~~

~~16.3.3 To manage and coordinate the Volunteer Recruitment programme for clubs;~~

~~16.3.4 To manage and coordinate the County's Club development and accreditation programme;~~

~~16.3.5 To identify and to assist Clubs at Risk in the County Union.~~

Replace with

16. Club and Community Rugby Committee

16.1. Comprises:

16.1.1. The Director of Club & Community Rugby

16.1.2. The Director of Volunteering

16.1.3. Four elected members (who shall be nominated at the annual general meeting for election at the first general meeting thereafter)

16.1.4. The Committee can co-opt members at the discretion of the Director of Club & Community

16.2. Purpose

16.2.1. The Committee is to act as a liaison between the County & the Clubs to ensure the promotion of rugby in all areas of the County.

16.3. Season Objectives

16.3.1. The Lancashire County RFU Board will agree with the Club & Community Director aims & objectives for the new season.

16.4. Reporting

16.4.1. The Committee shall report to the Board on a regular basis as agreed at the start of the season.

16.4.2. The report will be based on the Season Objectives & any matters arising from the interaction with clubs.

Addition of Section 19.

19. Safeguarding and Welfare Committee

19.1 Comprises:

19.1.1. The Director of Safeguarding and Welfare, also known as CB County Safeguarding Manger – CBSM.

19.1.2. Deputies to support the Director of Safeguarding and Welfare, (who shall be nominated at the annual general meeting for election at the first general meeting thereafter) they will be known as Deputy CBSM

19.1.3 The Committee can co-opt members at the discretion of the Director of Safeguarding and Welfare to suit requirements and role.

19.2. Purpose

19.2.1. The Safeguarding Team is to act as a liaison between England Rugby / RFU, the County & Clubs, to ensure the implementation of all Safeguarding (Child protection) and welfare of all; Including Adults at Risk; in accordance with RFU Regulation 21.

19.2.2. To promote safeguarding of rugby in all areas of the County, in all areas of club, community and engagement.

19.3. Objectives

19.3.1. The Lancashire County RFU Board will agree with The Director of Safeguarding and Welfare, and support aims & objectives throughout the year not just seasonally during the rugby playing season.

19.4. Reporting

19.4.1. The Director of Safeguarding following discussion with deputies shall report to the Board on a regular basis as agreed at the start of the season.

19.4.2. The report will be based on the Incidents reportable or otherwise, trends, national statutory reporting, guidelines & any matters arising from the interaction with players clubs, committees and Club Safeguarding Officers.

