



Report on the Bath City FC Board Meeting Wednesday 20 December 2017

Present

Directors: Nick Blofeld, Paul Williams, Jon Bickley, Martin Powell, David James, Shane Morgan

Financial Adviser: Chris Coles

Observers: Bob Chester, Carole Banwell

Apologies: Andrew Pierce, Sally Harris, John Reynolds

Previous Board Meeting Minutes were reviewed and agreed.

All Action Points were also reviewed and updated. These included:

- Setting up a meeting to discuss Bath & Bristol Regional Capital's report on the club's social impact strategy and potential fund raising routes in the future.
- Suggested new candidates to join the Community Working Group (WG) to help Sally Harris.
- The Foodbank has been re-instated and there is a fundraising site since 21 December.
- Simon McTaggart's advertising campaign progress was discussed, a photographer is lined up, one family confirmed and two other families needed, Jon Bickley is following-up leads.
- Royds Withy King, Nick Blofeld and Paul Williams set up a meeting with them on Thursday 21 December.
- Ed Tann and Paul Williams met, but have yet to agree an SLA (Service Level Agreement), and Andrew McPhee will also meet with Paul.
- Health & Safety policy – Bristol Rovers and Bath Rugby policies (for events) have been obtained and need to be converted to suit the Club – Shane Morgan is leading this. The matchday policy already in place.
- Housekeeping – 12 December's deep clean was carried out on the kitchen by an external contractor, and Shane has created kitchen cleaning and temperature checklists which now need to be followed.
- A car parking contractor is going to see if they believe there is a weekday revenue opportunity for the club.
- Development Agreement, Nick to speak to another experienced lawyer about joining the Re Dev't WG. A re-development meeting was set for Friday 22 December.

- Paul has met with Somerset FA regarding potential funding for 3G pitch. If it will only be used for limited hours - there is no funding, but some could be available if it is open to everyone (although it would need replacing sooner). Sutton Utd and Maidenhead Utd had not yet been visited.
- Visions & Values – Simon McTaggart and small group meeting Thursday 21 December, and an update will come back to the Board.
- Pitch/groundwork help – supporters were contacted, and Andrew Pierce has met with two matchday volunteers and they have already assisted on the pitch. The College has also been approached about students helping from their horticulture course, but no response yet (Carole Banwell to chase this up in January).
- Players' GPS – we are able to use the system, but the price is high so shelved until next season (at least).
- The coffee machine in the bars is on notice.

1. Community Update - Foundation

Good progress has been made in helping make the Foundation both operationally better and improving its relationship with the Club. A new Chair will be in place soon, and some of the Trustees will also now change. A huge amount of work has gone into this, especially from Simon Tapscott and Steve Skinner, and their contribution was acknowledged and appreciated. A new SLA will also now be put in place during January.

2. Football & Finance Update

(a) Football

Player movements, budgets and any issues were discussed. And Jerry was asked to attend the January Board to report on player contracts and movements ahead of next season. The playing budget for 2018/19 season also to be set asap.

(b) Finance

Match returns for recent games and attendance figures were reviewed, league games are slightly up on last year. All remaining home fixtures are on Saturdays which is helpful for crowds.

The revenue shortfalls were also discussed, and any key financial issues.

The audit has been completed. All directors are required to sign a declaration of directorships and a budget to December 2018 to be set, Moore Stephens will then be happy to sign off the accounts.

3. Commercial, Marketing & Operations Updates

(a) Commercial Activities

A quick overview from Bob Chester on all of these, including progress on the Anniversary Event – 130 tickets budgeted, 20 players have signed up. The tickets are printed and were sponsored, there is also a sponsor for the event.

More money has been received into the pledge and work on the next sponsors draw will start after Christmas. Players' presentation evening – Bob will talk to Jerry and Paul for suitable dates, and come up with a suggested format. A corporate end of season five-a-side competition is also being considered.

(b) Marketing

It has been decided that Wi-Fi throughout the venue was not worth the investment. However there may be a more cost effective route via a BT contact. There is also money available for community grants from the Community Empowerment Fund that has to be spent by March, the Club/Foundation could apply for funding for equipment and coaches for the schools programme.

(c) Other Items

We now have a contract for car parking with a local company bringing in revenue, but the Cash for Clothes container has gone – they had some problems.

4. Re-Development Update

The Tulip Research Company's debrief on the community listening/engagement event was discussed. An edited summary to be sent to all attendees and invite them to future events (Nick and Sally to arrange).

Creatrix have been appointed by Greenacre/Adapt as their planning PR consultants, and they will now prepare a Questions & Answers document, which will be reviewed then circulated to the Board.

(a) Alternative Ground Options

Although we don't want to move during the re-development, in case we need to (for H&S, Operational or Financial reasons), we need to look at viable alternatives. Paul Williams and Shane Morgan are leading this work. Whatever is proposed should be balanced with what the supporters would want. Two seasons could be affected – 2019/20 and 2020/21. If we were able to stay at Twerton Park during the re-development Portakabins would be needed, with work being done on 1 side at a time. However there could be a Health & Safety issue, plus the amount of space needed for the builders could be an issue.

(b) Development Agreement

The club met with Clarke Willmott to discuss the first draft, but it needed some more work. A final draft will be ready by Christmas to be sent to Greenacre/Adapt.

(c) Re Dev't Working Group

Some changes may be needed here as some people can't attend meetings or have the time to really contribute very much. The WGs all need the right people who can contribute and be proactive. A Re Dev't WG meeting will be held on Thursday 21 December.

(d) 3G Pitch

Work is continuing on evaluating the pros and cons of this. The estimated revenue could be c£75k-£100k per annum, with 20 hours per week usage already determined, from the 35 hours per week the pitch could be available.

A local company is also providing an estimate for installation and maintenance costs. There are cost savings in not having a grass pitch, plus ancillary income from the bars.

Sutton Utd will be visited in January to discuss non-football revenues and a feasibility report to be ready by the end of January. Health implications to be looked into (both negative and positive). Where the money will come from to pay for a 3G pitch to be considered.

5. Working Groups & Organisational Structure Updates

Martin Powell to be advised of any updates.

6. Visions & Values Update

Meeting to be held on Thursday 21 December.

7. Any Other Business

(a) Martin raised the subject of an AGM. The Society elections are due in June and as there could be new Board members elected, the Club AGM should be held before that (an AGM should have been held by now).

(b) Supporter feedback – Martin reported that there are concerns regarding the number of loan signings. The FA Trophy defeat at Hendon was a big disappointment and the fans were upset.

(c) The University have appointed a new Commercial Director who will take up the role in February. Nick knows him and will introduce him to David James and we will invite him to a game.

8. Date of Next Meeting

Wednesday 17 January at 7pm in Charlie's.