

# Surrey County Football Association Limited

## General Meeting

Minutes of the General Meeting held on Monday 15<sup>th</sup> January 2018 at County Office commencing at 7.30pm.

### Present

#### County Members:

Derek Alldridge MBE, Sue Aspinwall, Lawrie Baker, Colin Barnett, Soye Briggs, Brian Carroll, Alan Clarke, Bryan Cole, Steve Cottingham, Bryan Croucher, Nick Drew, Brian Fish, Richard Garner, Brian Gilley, Gordon Harrison, Dermot Hennessy, Alan Higgins, Barrie Hogan, Alan Holmes, Richard Ireson, Mike Jermey, Michael Lawrence, Dave Letley, Ray Lewis, Tony Loveridge, Les Pharo, Brian Reader, Ray Register, Vic Rolland

Youth Forum – Emma Clarke, Gabriella Cliffe, Oli Moore

Anne-Marie Cliffe, Andrew Dickinson, Mike Gilham, Ashley Gumbrell, Caroline McRoyall, Kris Westbrook

#### Clubs:

AFC Brooklands (Jeremy Taylor), Merstham FC, Mole Valley Girls FC

#### Leagues & Competitions:

Morden & District Sunday League (Jeff Martin), South Surrey Youth FL (Vincent Wells), Surrey County Intermediate League Western (Derek Stovold)

#### Guest:

Simon Howell, Taylorcocks (Auditors)

### Apologies

#### County Members:

Brian Adams, Peter Ashdown, Lee Bessent, Kate Budd, Ray Cotton, Bob Dick, Tim Lawrence, Pam Lomax, Roy Lomax, Bruce McLaren, Tony Newman, Hanna Newton, Sheila Pink, Malcolm Randall, Mike Reilly, John Tasker, John Waddelow, Colin White, Rod Wood, Bob Woods, John Young

#### Clubs:

Bourne Blades, Byfleet Village, Chiddingfold, Egham Hawks, Egham Town, Epsom & Ewell, Farncombe Youth, Fulham FC Foundation Ladies, Virginia Water

#### Leagues:

Southern Area Christian Football League, Surrey & Hants Border League

## 1. Apologies

The County President, Ray Lewis, chaired the meeting, introduced himself and welcomed those present. Caroline McRoyall read the apologies as above.

Ray advised that Andrew Dickinson and Kris Westbrook will act as tellers should they be required.

## 2. To receive and consider the accounts for the year ended 1<sup>st</sup> July 2016 to 30<sup>th</sup> June 2017 and the reports of the charity trustees and auditors

Nick Drew reported that this was Surrey FA's first year as a registered charity and the accounts had been produced to comply with the Charities Act as well as the Companies Act. The accounts were divided into an overview by the Trustees / management team and the financial performance. The major change is that restricted and unrestricted funds are presented on the accounts. As a charity, costs are shown when the money is paid rather than when services occur. The substantial profit from the sale of Connaught House has been utilised in order to fund Meadowbank. The underlying accounts show that income and expenditure have balanced.

Jeff Martin highlighted the disciplinary costs and fees figure of £198,408 (page 18, item 4) being 63% of the total figure for income from other trading activities, adding that this income could not be relied on to keep Surrey FA afloat. Nick advised that this figure changes year on year and is monitored. The move to Meadowbank will result in increased dependency on fixed income rather than uncontrollable items such as discipline income.

Jeff Martin continued that discipline income had declined by approximately £25,000 in 5 years and this will continue due to the decline in adult 11 v 11 teams. Nick hoped that this decline was due to other reasons such as better behaviour and would encourage that. Ray Lewis reported that the Sin Bin trial was a move forward and could also affect this income. Les Pharo advised that there was a risk register and this was a known risk. Jeff commented that he was worried about an increase in affiliation fees.

Brian Reader queried if any funds would be put aside as designated funds. Simon Howell, Taylorcocks (Auditors) advised that the Trustees could make a decision regarding this; however, there were no plans at the present time to do so.

Ray proposed that the Accounts be approved and all agreed.

Nick referred to the financial statements for the Benevolent Fund. No queries were raised and it was proposed that these be approved which all agreed.

### **3. Strategy Update Presentation 1<sup>st</sup> July 2017 to 31<sup>st</sup> December 2017**

Caroline McRoyall presented a strategy update for the period 1<sup>st</sup> July to 31<sup>st</sup> December 2017. This included Strategy KPI figures on participation and diversity levels, outlining performance in relation to targets. Caroline then introduced Andrew Dickinson, Operations Manager.

Andrew outlined changes to staffing highlighting the vacancy for a part-time Facilities Officer which is currently being advertised. He stated that Surrey FA is the first county FA to achieve Equality Standard Intermediate Level and the Equality Committee has changed its name to Inclusion Advisory Group with a new logo and have put together a Diversity Calendar for the season as well as introducing mini statements for clubs and leagues to adopt. Andrew outlined various activities that took place, Kick it out month of action, interfaith week and the rainbow laces campaign, highlighting future designated equality events and activities. Referring to safeguarding operating standards, he reported that a number of clubs had been visited and requested that club officials ensure that Whole Game System is regularly updated. A new Surrey FA website will be launched in February which will be mobile friendly and more informative; any suggestions for further improvements will be welcomed. Current marketing includes the e-zine going out to over 10,000 and social media has seen an increase. Andrew informed the meeting that advertising on the Meadowbank perimeter boards is available and anyone interested should contact him.

Jeff Martin queried the tie ups on the socks on one of the photographs shown in Andrew's presentation. He asked if we were endorsing this which is against FA rules. Caroline said we were not and hadn't spotted this in the photograph as the emphasis was on the rainbow laces but would review the photograph.

Ashley Gumbrell, Football Services Manager then gave a presentation regarding discipline matters. He advised that new independent members had been recruited and this recruitment was ongoing. He gave an overview of the number of investigations to date and a breakdown of types of cases as well as highlighting that nationally in the trail of sin bins dissent was down by 34%. Ashley advised we are recruiting for new volunteers to help with our County Cup finals and that there will be a compulsory induction course, he spoke about the County Cups experience such as match highlights and footage, programmes and refreshments. Surrey FA's social media profile has increased with live County Cup draws taking place at Specsavers, Meadowbank and Champion Timber; Ashley added that any suggestions for draw locations would be welcome.

Referring to the affiliation review, he reported that there had been 84 responses with common themes being the speed of Whole Game System / IT, value for money, benefits of affiliation and clear communications. The Affiliation Action Plan 2018/2019 will refer to ongoing feedback; a completion e-mail will be introduced and how fees are allocated will be presented.

Mike Gilham, Football Development Manager outlined projects undertaken by the football development team, including the launch of Surrey FA's CPD programme for coaches and number of courses delivered. He detailed the coverage of referees across the County and plans to deliver CPD events for referees as well as highlighting recent positive media coverage in the Independent on a mini soccer referees course. Mike gave a summary of the Special Schools League that had been established summarising the success of the league to date and future plans. He highlighted the involvement of the Youth Forum with Surrey FA, introducing members at the meeting to everyone. He announced the introduction of the Dorking Business League at Meadowbank, and the proposal to create an U21 League. Mike referred to the target to double participation for women and girls, SSE Wildcats and the female coaches club. In addition, the FA plans to invest £9m in facility development in order to aid growth.

Caroline then updated the meeting regarding Meadowbank, advising that the completion date would be 26<sup>th</sup> January and the move to the new office would be on 30<sup>th</sup> January. The office will be closed in the morning but will open at 1pm; ongoing external works will continue until 16<sup>th</sup> February. *[post meeting note: the move was delayed]*

Caroline referred to the strategy KPI figures, advising that there would be a new FA strategy for 2018–2021. Referring to a recent announcement by the FA, there would be an additional investment of £500m by the FA in grassroots football which would support women's football, clubs, coaches, schools and community pitches. She also indicated that there are a number of volunteer vacancies for anyone wishing to become more involved within the County including Board vacancies which will be advertised in March and those interested should contact Surrey FA.

A question was asked regarding parking spaces at Meadowbank. Caroline advised that these are for staff only and visitors should park in the public car park, even if attending meetings in the evening. On querying the number of disabled spaces, Caroline confirmed there is 1 designated disabled space, but should more be needed they would try to accommodate.

It was queried how many officials changing rooms there were at Meadowbank, a concern was raised regarding U18's and female usage. Caroline advised that this will be managed especially when under 18s were involved and if needed there are accessible toilets that could be used for changing.

#### **4. Any other relevant business as admitted by the Chairman**

There was no other business so Ray Lewis thanked all present for attending.

#### **5. Closure**

The meeting closed at 8.25pm.