



BWFC Supporters' Trust

MEETING NOTES

Subject: Board Meeting
Venue: Toughsheet Stadium & Zoom
Meeting Date: 09 10 2024 @ 7.00pm
Present: Robin Fletcher (RF) – Acting Secretary & Chair
Paul Wood (PW)
Mike Smith (MS)
Shane Stopforth (SS)
Sue Higson (SH)
Ian Pegg (IP)
Alan Houghton (AH)
Terence Rigby (TR)
Martin Parnell (MP) (Via Zoom)

Apologies: Maggie Tetlow (MT)

1. Approval of the Previous Minutes

- a) The Meeting was held on the 25th July 2024 and not the 22nd of April 2024.
- b) Item 3 (a) should read £7,000 not £700.

2. Matters Arising

- a) RF read a letter submitted by IB resigning from the Trust with immediate effect to focus on his health and family.
- b) Those in attendance placed on record their thanks and appreciation for the significant role IB has played since the Trust's inception in 2016
- c) RF reported that the Trust Annual Reports sent by post (as was requested by the FCA) have been lost in transit. A further copy was signed by TR and witnessed by RF to be re-sent. RF also reported that he has agreed the AR30 form can be submitted by e mail.
- d) Changes in signatories are required on the Trust bank account, a process which has taken an excessive amount of time. The new signatories (MT, MP, RF) should be in place in the next few weeks.
- e) Spending limits by number of signatories to be discussed at a future meeting.
- f) The Trust has a separate account to support its CIC status which is currently inactive. RF proposed a question to Board members as to whether this account should remain open or be closed considering its inactivity. The Board agreed it should remain open.
- g) Model rules – following a review undertaken by MP, SH & RF, a proposal to adopt the simpler model rules as updated by the FCA (2022) and a written Constitution, will be put to AGM attendees / members to vote.

3. Financial Report



The following points represent a summary of the key items discussed:

- a) RF restated that, broadly, the Trust generated £10K income in 2023/4, and incurred expenditure of £11K, albeit this does include a one off payment to purchase the Fan Zone Cabin and is offset by revenue raised at events.
- b) Board members agreed to carry out a close scrutiny of outgoing expenditure, and in particular IT and Social Media costs. IP offered to check how these services are executed by the DSA
- c) Any discussions or requests to provide sponsorship to Club events – e.g. player of the season, should be supported by generating interest from other sponsors to partner in sponsorship activity. A motion will be put to the members at the next AGM as to whether sponsor the Supporter of the Season Award.

4. Status on non-subscribing Trust Members and representation of the wider fan base.

- a) A discussion took place as to the extent the Trust can represent those fans, who are neither a member nor a subscribing member of the Trust. The Club have officially announced the Trust is the vehicle for the fans to communicate with the Club either at the monthly informal meetings or the quarterly Structured Dialogue Meetings.
- b) The Trust needs the £10/year from the membership in order to maintain a basic sustainable operation. Any Subscribing Member is encouraged to join the Trust Consult forum and raise matters of interest or concern.
- c) The Trust would relay any relevant matter from the wider fan base with the Club

5. Subscription, sponsorship & Fund Raising Events

- a) RF reported the e mail from Terence encouraging members to reinstate their annual £10 subscription had led to an increase of circa 60 doing so. Terence to follow up with a further email of thanks. The message of thanks will be featured in the next Trust programme notes.
- b) MT will be asked to approach Bolton At Home to seek their very much appreciated Sponsorship. IP advised he had a meeting with BAH this Friday regarding the Youth Advisory Group and would use the opportunity to ask for their continued support.
- c) SH agreed to approach Acquila to gauge their interest in offering sponsorship.
- d) A discussion as to whether the Affiliates should make a financial contribution to the running cost of the Trust. IP explained that DSA members pay their subscriptions into the Trust; 50% passed on to the DSA and 50% retained by the Trust. It was also recognised that many of the affiliates are already subscribing members of the Trust. MP made the point some of the affiliate groups are only a few in numbers and have no funds. MP said he would approach London Whites and RF would contact the other group

6. Youth Advisory Board

- a) IP & AH will continue this work in light of IB's resignation
- b) IP has contacted the Head Teacher at St Josephs in Horwich, who will support with securing a venue, date and time for the first meeting – target date mid-November.
- c) Scope of the Board was discussed – initially attendees will meet and get used to working together. It was suggested the working party should meet at the ground, with the potential of including a relatable member from BWITC; & Sharon if possible

7. Any other business

- a) **Family events** on matchdays led by the Trust should be considered, to include provision for foodbanks, links to cost of living events, beat the goalie competitions etc
- b) The **Loyalty survey** previously sent to Neil Hart for approval has not progressed. An update to be sought with Phil Mason on Friday Oct 11th
- c) **BWFC ambassadors** – SH to prepare an update for meeting with Phil Mason on Friday. 8 applicants from the phase 1 campaign, with a further 3 from the 2nd phase



- d) **Podcasts** – this suggestion to be ‘parked’ for the time being
- e) **1923 medal** – AH updated to confirm that Simon Marland remains in charge of the display. The family of David Jack have confirmed they would still hope the medal could end up in the Football Museum, and David acknowledged in a Hall of Fame. Discussion held amongst Board members about how to create a Heritage project at the Ground. To be discussed at the meeting with the Club.
- f) **Memorabilia** – RF to collect Trust memorabilia from IB; & Trust to assess next steps once all items can be catalogued.
- g) **Transport, parking & Horwich Parkway** – RF reported he has a meeting upcoming with GMP and Bolton Council on a range of issues. IP has been in contact with the Rail ombudsman, who have confirmed they are not directly responsible for safety. RF continues to engage with the Chair of SAG at Bolton Council to get traction on the issues raised and to ensure participation in discussions/supporter input. SH confirmed she has scope to E Mail Andy Burnham’s office directly to generate discussion on issues that continue
- h) **IT** – RF continues to engage with Bryan on IT back up / contingency. SS to hold a USB back up in a secure safe as contingency if ever needed.
- i) **Memorial wall** – an idea has been proposed to create a memorial wall at the Ground. PW to discuss with Steve Hague at BWRG, on a potential joint initiative
- j) **Trust e mail distribution** – SS queried if other providers could be used to reduce spend on mass e mail distribution. MS confirmed current provider is Mailchimp and they are the cheapest and most secure
- k) **Trust cabin** – Board members recognised there is more work to be done with the Cabin – both in terms of using it better to generate new membership sign ups, running football cards and other initiatives; and to ensure Board members share responsibility for opening / closing the cabin on matchdays. This is more important now since IB resigned
- l) **Membership / Supporter representation** – Board members recognised a broader discussion is required at the next informal Trust meeting to consider a number of pertinent questions:
 - a. Who is the Trust here to represent? - all supporters, members, affiliates?
 - b. How do we more actively engage Affiliates and are they in a position to generate their own new members, contribute to Trust costs, sponsor events?
 - c. MP agreed to contact all Affiliates for ideas re generating membership

8. Next meeting date

8th of January 2024

