



NC United Football Club
Tolkien Way
Wellington
Telford.
TF1 2GF

NC United FC – Club Meeting

Date: June 11, 2023

Time 18:00 – 19:30pm

Meeting Minutes

Chairperson: Mark Neate

Secretary: Scott Marshall

Treasurer: Mark Duce

Trustees: Mark Neate, Scott Marshall

Location: Club Pavilion, Wellington

Next meeting: 6th August 2023.

Attendees (Based on 23/24 Season)

<i>Sunday League</i>	<i>MJPL</i>	<i>Salop Leisure</i>
Dan Swales (Rookies) Chris Smith (u8s United) Alan Thornton (u8s Whites) Ant Carroll (u8s Blues) Ash (u8s Silvers) Jamie Hunt (u9s United) Ruben Giambalvo (u9s Blues) Neil Owen (u10s United) Matt Bates (u10s Blues) Chris Jones (u11 Blues) Neil Owen (u11s United) Karl Jones (u12s United) Matt Armstrong (u13s Blues) Richard Vickers (u13s Whites) Mark Neate (u14s United) Simon Waterhouse (u15s United) Ian Harper (u16s United) John Davies (u16s Blues) Steve Jones (u13s Girls)	Jack Cresswell (u10s) Stuart Davies (u11s) Rob Spink (u13s) Lee Waterson (u14s) Carl Askew (u15s) Steve Meredith (u16s) Scott Marshall (u17s) Mark Neate (u18s)	Mark Hawkes-Faulkner (u18s Blues)

Apologies

Ian Doody (u10s United)

Liam Pearson (u12s Blues)

Paul Guha (u15s Blues)

Ryan Slater (u17s Blues)

Chris Milne (u18s Whites)



Agenda

- **Chairman Report**
 - **Secretary Report**
 - **Treasurer Report**
 - **Welfare Report**
 - **Social Secretary Report**
 - **AOB**
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Meeting Minutes

Secretary opened the meeting and set out the agenda and discussion points. Secretary called for a motion from the floor to accept previous club minutes. Two coaches accepted on behalf of the group.

Agenda Item	Actions
<p>Chairman Report (MN)</p> <p>MN opened the general club meeting after the Annual General Meeting.</p> <ul style="list-style-type: none">• Pitch Representative: MN announced to the group that the following Coaches would be club representative for co-ordinating equipment and general use of the pitches at Broadoaks, Donnington. Representatives are responsible for ensuring equipment is available and if needed, shared amongst those Coaches using the facilities on matchday.<ul style="list-style-type: none">○ 5v5: Alan Thornton○ 7v7: Matt Bates○ 9v9: Chris Jones○ 11v11 Jnr: TBD○ 11v11 Snr: Simon Waterhouse• End of Season Awards Ceremony: MN received a lot of positive feedback on the ceremony specifically venue, timings, trophies etc. We recognise there is room for improvement, and we will be issuing a feedback survey for parent groups ahead of next year's event.• Winter Training: Coaches were asked to provide details of current training venue and times for both Winter and Summer training. A timetable has been provided for Broadoaks, Donnington for Summer training but sessions timings will be considered for Winter training however, there is no guarantee.	<p>Survey link to be provided for parent distribution.</p>



Agenda Item	Actions
<ul style="list-style-type: none">• Donnington Bonfire: No dates have been published for this year's event but once known it will be shared for awareness so Coaches can arrange reverse fixtures if needed.• Social / Club Activity Volunteers: MN expressed disappointment in the support from Coaches, excluding regulars, when it comes to club events and social activities. MN highlighted that the club is in continued growth so there is an increased need to have more Coaches / Volunteers to support these events.	

Agenda Item	Actions
<p>Secretary Report (SM)</p> <ul style="list-style-type: none">• Season Start Dates: SM announced the following start dates for each respective season the club participates:<ul style="list-style-type: none">○ MJPL: 9th Sept '23.○ TYJFL: 10th Sept '23○ Futsal: 1st July registrations. 8-week program○ Salop Leisure: TBD○ Shropshire Women's: TBD• Fixtures: The TYJFL is planning to issue fixtures with 10-12-week advanced notice for the forthcoming season.• Appointed Match Officials: SM announced that Clubs had the opportunity to Opt-in for appointed match officials however, the consensus was to Opt-out so for the forthcoming season, appointed match officials will apply from u13s and above.• Coaches Qualifications: SM reminded the group to check their qualifications on the EFA Club Portal to ensure all qualifications are listed and valid.• New Kits (Sundays): Coaches from the Sunday leagues were asked to review the new kit replacements on display in the clubhouse and provide a preferred vote directly to SM.	<p>All – provide feedback to SM on kit choice.</p>



Agenda Item	Actions
<p>Treasurer Report (MD)</p> <ul style="list-style-type: none">• Player Subscription Fees: MD announced that we will not be using the MatchDay app for player subscription payments for the forthcoming season. Meetings took place with the vendor of “TeamFee” however, processing charges were deemed too high so it was decided, that as a club, we will revert to the spreadsheet method of accounting for player subscriptions. It was also suggested that the number of payment options will be reduced. This will be confirmed in due course.	

Agenda Item	Actions
<p>Welfare Report (JD)</p> <ul style="list-style-type: none">• DBS: JD announced that all DBS applications are up-to-date and provided a reminder that all applications should be supported with <u>3</u> forms of evidence.• Safeguarding Certifications: Coaches have been provided with a discount code for the EFA online learning modules. Any Coaches requiring re-certification or new certifications should do so as a matter of urgency. The discount code expires end of June.• EFA Playmaker: JD recommended that all Coaching Assistants complete the online playmaker course.• FA Checks: JD announced that there will be an increased number of in-person checks carried out by the SFA this forthcoming season regarding Welfare contacts and whistleblowing protocols. Information has been provided in the past, but a new flyer will be provided for parent groups.• Code of Conduct: JD reminded the group that we need to ensure that conduct disciplinarys and inappropriate behaviour should be reduced, and Coaches hold responsibility to ensure this is maintained.	



Agenda Item	Actions
<p>Social Secretary Report (SW)</p> <ul style="list-style-type: none">• Club Events: SW announced a new events schedule will be provided by the end of June for the remainder of this calendar year.• Level 1 Funding: It was announced by SW that the club social funds will be funding FA Level 1 course for those Coaches that require it. Reimbursement structure will be:<ul style="list-style-type: none">○ 50% Season 1○ 50% Season 2• Social Group: SW was seeking additional volunteers to help support the social activities for the club. If anyone is interested, then please contact SW direct.	<p>SW to send updated events schedule by end of June.</p>
<p>AOB</p> <ul style="list-style-type: none">• Communications Officer: MN announced to the group that Ian Harper will be officially stepping down as Development Officer for the club and moving into a Communications Officer role. This role will ensure all outbound facing communications are consistent and follow the club guidelines.• Sponsor Boards: Coaches were tasked to try and sell at least one sponsor board next season. Carl Askew has volunteered to support SW and will be providing a new flyer for distribution.• Registration Forms: MN announced that the registration forms for the 23/24 season will be published once the player subscription fees structure has been decided.• Equipment: MD announced there was 13 teams who are due the club funding for replacement footballs. Age representatives will be responsible for carrying out equipment audit to ensure teams are equipped on match day.	<p>CA to distribute an updated flyer for parent distribution.</p>



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- **Club Meetings:** It was agreed by all attendees that club meetings will take place every 2 months.