



## LEIGHTON PARK RANGERS FOOTBALL CLUB

### MINUTES - MANAGERS MEETING

**Venue: The Clay Pipe**

**Date: Wednesday 19<sup>th</sup> April 2023**

**Time: 20:00**

**Attendees:** Nick Pinder, Mandie Pinder, Richard Clarke, Chloe Pinder, Adam Tompkins, Dale Smith, Richard Hird, Lewis Hird, Matt Johnson, Luke Ellis, Liam Kehoe, Jamie Mccarry, Stuart Hinton, Peter Howlett-Bolton, Giancarlo Zanatti, Toby Bellamy, Mitch Hamilton

Item	Item	Action By:
1. Apologies	James Cartwright, Dale Stillman, Correy Voo, Jack Elliott, Ant Lock, Chris Hunter, Dan Cannon, Simon Attewell, Colin Knight, Dom Haines, Keeley Robertson	
2. Previous Minutes	Minutes from Club Meeting held 18/01/2023 Adopted	Nick Pinder
3. Chair's Report	<p>The Club is in really good shape.</p> <p><b>New Pitches</b> Nick is waiting to hear back from Beds FA re new pitches. There are other clubs interested, but LPR is the only club that has proposed to take responsibility for maintenance.</p> <p><b>Disability Football</b> Welcome to Richard and Lewis Hird who manage the Buzzards (Adults) and Ravens (U14s) disability football teams with the Yes We Can programme who will be joining LPR next season. Richard shared the history of the teams and some details around their operation. LPR will support these teams, create pathways between disability and mainstream football and look to increase the provision of disability football.</p> <p><b>New Teams</b> We will have 4-5 new teams' next season. The U9 Leopards Girls is being formed out of the Wildcats programme. One, possibly two U14 teams will be joining and we will have the two disability teams.</p> <p><b>Committee Members Needed</b> The Committee is small compared to the size of club we are now. More committee members are needed to fill open roles and to provide fresh ideas and perspectives. Critical roles are:</p> <ul style="list-style-type: none"><li>• Events Coordinators</li></ul>	<p>Nick Pinder</p> <p>Richard Clarke</p> <p>All</p>

	<ul style="list-style-type: none"> <li>• Welfare Officers</li> <li>• General Committee Members</li> </ul> <p>All Managers are strongly encouraged to share this need with their parent groups. Any interested parent can contact any member of the committee for more information.</p> <p><b>New Kit</b> We will need to start getting kit sizes together for all teams that require a new kit this season. Predicted cost to the club will be £9.6k. Managers will be asked to complete spreadsheets for their teams including sizes and numbers for orders.</p> <p>It was discussed if the away/ training shirt was necessary for all teams, as some teams use the training/ away tops more than others. It was discussed that providing different levels of kit to league teams would have implications for sponsors and subs. It was decided to keep this in place for next season, but open to further review, probably along with the subs review.</p> <p><b>Sponsors Raffle</b> 40 tickets sold so far. £4k raised. Leaflets</p>	
<p>4. Treasurer's Report</p>	<ul style="list-style-type: none"> <li>• Currently there is £15.8k at bank including raffle money.</li> <li>• Council &amp; 3G pitches outstanding.</li> <li>• £5k left over after outgoings.</li> <li>• Subs will start coming in after Sign-On opens.</li> </ul> <p><b>Subs Levels</b> Managers asked the question if subs should be raised. It was discussed that the club will try to keep subs as low as is practically possible to keep football accessible to as many families as possible. The subs levels need to be in balance with keeping the club sustainable and should be under regular review given rising costs to the club. It was agreed that a separate finance review meeting would be held, along with some details financial reporting and forecasting for discussion. Mandie and Richard to prepare reports prior to this meeting to share with the club and publicly.</p>	<p>Mandie Pinder</p> <p>Richard Clarke</p>
<p>5. Secretary's Report</p>	<p><b>Leagues</b> Next season the club will participate across 5 leagues:</p> <ul style="list-style-type: none"> <li>• MKDDL - Saturdays</li> <li>• BYSL - Saturdays</li> <li>• CYFL - Sundays</li> <li>• BMSL - Sundays</li> <li>• BoBi League - Disability</li> </ul> <p>It was discussed that some teams have a concern about the MKDDL. U16 Santos are looking at joining the BYSL next season due to the U18s playing on Saturday mornings. Richard C has spoken extensively to the BYSL committee, if any manager would like to discuss moving to another league please talk to Richard C.</p> <p><b>Spond</b> Richard C has proposed Spond as a club management system. Spond is already used by several managers to confirm matches and player availability and is well thought of. It is used to good effect by other sporting groups such as LB Rugby Club to be able to directly notify parents of events, news and fundraisers.</p>	<p>Richard Clarke</p>

Jamie raised a concern about the club contacting the parents directly. It was discussed that the club already do this via text messages, emails and the AddEvent calendar - all of which carry a cost to the club.

The hope is that creating a more direct link between the club and the parents will help parents feel more a part of the club as a whole and lighten the admin burden for managers around events, fundraising, club news, signing-on etc.

Richard C to put out further info to the Managers ahead of a vote.

#### **Outstanding Minimum Standards**

- Mini Rangers, Luke Ellis - Level 1 needs booking
- U7 Tigers, John Jordan - No Playmaker
- U8 Eagles, Darren Pini - No Playmaker
- U8 Cobras, Nick Neville - No Playmaker
- U8 Raptors, Chris Cooke - No playmaker
- U8 Raptors - No Level 1 Coach
- U10 Thunderbolts, Toby Bellamy - No Playmaker
- U10 Thunderbolts, Gareth Payne - No Playmaker
- U10 Thunderbolts - No Level 1 Coach
- U12 All Stars, Peter Howlett-Bolton - No Playmaker
- U15 Pumas, Andy Beauvoisin - No First Aid

Minimum Standards for anyone actively involved in LPR FC coaching sessions:

- In date DBS check
- In date Safeguarding Children
- In date FA Introduction to First Aid
- FA EE Playmaker (if Level 1 is not held)
- All head coaches will need FA level 1 qualification within good time of taking on the role of a lead coach. (All Teams must have 1 lead coach).

#### **Signing-On 2023/24**

Richard C is finishing building the new signing-on system and predicts that it will be ready to launch for mid-May.

Changes:

With the previous system the player details form was completed prior to setting up subs payment. Some processes were stopped prior to completing payment. This triggered the player to appear as signed-on to the manager, but the club would not action with the FA and League until subs payment had been set up. This caused some confusion and the need for managers to chase payments.

To prevent this, the new system will set-up subs payments first, then take the player details, so that any player appearing to the manager as signed-on will be actioned by the club.

Once a player is signed on to the club, the manager will receive a text alert, an email with the details and the player will appear on their signing-on google sheet. The parent will also receive an email confirmation and a text confirmation.

Guest players should now also appear on the guest player tab of the signing-on google sheet.

Once the system is live Richard C will provide all managers with the link for parents to sign-on and a link to access the managers' google sheet.

Notes:

- Some returning players may be asked for new photos at the point of submitting to league (triggered by WGS). Richard C will notify managers if this is required.
- Players who are 16 and over are required to provide an email address by the FA system.

	<ul style="list-style-type: none"> <li>Parents of players who are new to club/league football will need to approve the players on the FA system before the Club are able to register them with a league. Registration will trigger an email direct to the parents to action.</li> </ul>	
6. Safeguarding Officer's Report	<p><b>Outstanding Safeguarding Compliance</b></p> <ul style="list-style-type: none"> <li>Mini Rangers - Unknown Helper</li> <li>U6 Giants, Richard Reeve - DBS in process, No Safeguarding, No First Aid</li> <li>U7 Tigers, John Jordan - DBS in process</li> <li>U8 Eagles, Darren Pini - No First Aid</li> <li>U8 Eagles, Alex Gwilliam - No First Aid</li> <li>U12 All Stars, Peter Howlett-Bolton - DBS in process</li> </ul> <p><b>New Volunteers</b></p> <p>Any new assistants/ volunteers need to complete the Safer Recruitment Form under Join Us&gt;Volunteer on the website. This will trigger a welcome meeting with Nick and Richard Cand the safeguarding team to start compliance.</p>	
7. Managers Reports	<p><b>Mini Rangers</b> - First year 12 kids on with 10 on training session. Liam in process. Good group.</p> <p><b>Wildcats</b> - Chloe &amp; Nick to carry on. 6-12.</p> <p><b>U6 Giants</b> - All good</p> <p><b>U7 Tigers</b> - First season. Good fun.</p> <p><b>U8 Leopards</b> - Simon &amp; Dan U9s September. New</p> <p><b>U8 Eagles</b> - Planning to meet with parents to talk about next season. Ready for 7-a-side.</p> <p><b>U8 Raptors</b> - Not represented (apologies sent)</p> <p><b>U8 Cobras</b> - All good. Successful season. Last game last week.</p> <p><b>U10 Thunderbolts</b> - Team cohesion is much improved. Lots of players trialling for next season</p> <p><b>U12 Legends</b> - Going well. Looking to sign up another assistant coach.</p> <p><b>U12 All Stars</b> - Team in best place ever seen it. Cup semi final this Sat.</p> <p><b>U13 Sharks</b> - 8 new players, 2<sup>nd</sup> in div 3. 15 players, looking to add 2.</p> <p><b>U14 Buzzards</b> - Good season, likely to finish second. Recruiting.</p> <p><b>U15 Foxes</b> - Not represented (apologies sent)</p> <p><b>U15 Pumas</b> - Settled Team. Resolved some inter team relations.</p> <p><b>U16 Santos</b> - Not represented (apologies sent)</p>	All Managers
8. End of Season	<p>Booked for Sat 3<sup>rd</sup> June at The Scout Hut on Grovebury Road.</p> <p>Want to do more fun things outside if we can get more helpers.</p> <p>Giancarlo to arrange an Ice Cream Van.</p> <p>Team time slots TBC</p>	Nick Pinder Giancarlo All
9. AOB	<p><b>Thanks Toby</b></p> <p>Toby thanked for his work on Sunday fixtures. The WhatsApp group he set up has made it really smooth for managers.</p> <p><b>Astral Park Partner Club</b></p> <p>LPR FC is now a Partner Club with Astral Park. Nick is involved in supporting applications for £25k for pitches and Goals.</p> <p>Due to start over summer on pitches and potentially replacing goals.</p>	Nick Pinder
10. Date of Next Meeting	<ul style="list-style-type: none"> <li>Presentation Day 3<sup>rd</sup> June 2023</li> <li>AGM date needs setting</li> </ul>	Richard Clarke