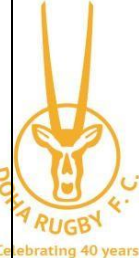




DRFC ExCom Minutes	
Date/Time:	26 <sup>th</sup> August 2025
Location:	Zoom
Attendees:	Tim Newnham (TN), Matt Raper (MR), Chloe Egglestone-Briggs (CEB), Huw Ifan (HI), Curtis Wolstenholme (CW)
Apologies	Pip Innes (PI), Justin Murray (JM)

Item	Details
1.A.	<p style="text-align: center;"><b>Training</b></p> <ul style="list-style-type: none"> <li>Start of season schedule confirmed</li> <li>End of term dates to be confirmed by early October (<b>TN &amp; PI</b>) <ul style="list-style-type: none"> <li><i>When reviewing budgets, competitive rugby will take precedence over extended training schedule</i></li> </ul> </li> <li>Training Numbers &amp; Cancellations <ul style="list-style-type: none"> <li>24 hours' notice required for pitch cancellations (<i>Late cancellations will automatically be deducted from the next overseas travel</i>)</li> <li>Sessions with less than 10 confirmed participants should not proceed, unless pitches are being shared and numbers are mixing (<i>as above, automatic deductions from next travel requirement</i>). This is a waste of a session as nothing productive can be achieved with a group of less than 10, and therefore a waste of club funds</li> </ul> </li> </ul>
1.B.	<p style="text-align: center;"><b>Matches</b></p> <ul style="list-style-type: none"> <li>Open Masters invitation sent to all senior sections (August 14<sup>th</sup>) - No subsidies provided for participants</li> <li>Sanctioning forms and additional supporting documents to be submitted in a timely manner (<i>TN will not be chasing these up and if not received and approved in time matches will not proceed / medical cover will not be arranged / etc</i>)</li> <li>Subsidies not applied for &amp; approved in advance will NOT be settled (hence the request for pre-season 'proposed' budgets) <ul style="list-style-type: none"> <li>This applies to <u>any and all</u> expenditure</li> </ul> </li> <li>Outstanding budgets from M&amp;Y still required <ul style="list-style-type: none"> <li>Each section Rep will be contacted in the next week to discuss initial budget requests and approvals (<b>TN &amp; PI</b>)</li> </ul> </li> </ul>
1.C	<p style="text-align: center;"><b>Managers &amp; Reps</b></p> <ul style="list-style-type: none"> <li>Everyone needs to be more 'on-the-ball' this season! <ul style="list-style-type: none"> <li>Pay to Train/Play - Very few funds collected or deposited to the club. Managers need to ensure they are taking note of who is or is not a member, enforcing registration (for obvious reasons – disclaimers) and collecting subs. <ul style="list-style-type: none"> <li><i>Is it possible to have a link/option for this on the website? We will discuss how this would work (<b>TN, PI &amp; JM</b>)</i></li> </ul> </li> <li>Team Sheets - TN &amp; JM should NOT have to check these. Managers receive regular updates on memberships (from JM) and should be discussing this with the head coach when selecting a team, NOT picking a team regardless of membership <ul style="list-style-type: none"> <li>Template for all sections to use, to be prepared by mid-September (<b>TN &amp; PI</b>)</li> </ul> </li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ More interaction with sponsors required, ensuring they are invited to events and Reps are in regular contact. Reps should also be aiming to attend all necessary events when their sponsors are in attendance (example - Sponsor Golf Day)</li> <li>○ WR Coaching &amp; Safeguarding Policy requirements - Men &amp; M&amp;Y still outstanding (<b>MR &amp; HI</b>)</li> <li>○ Social Media Accounts – Any accounts outside of the DRFC main account need to provide log-in details to the section Rep or the Club Captain (<i>NOT OPTIONAL - DRFC name and logo is being used, Reps or CC should have access to adjust or remove any incorrect or inappropriate posts, immediately</i>)</li> </ul> <ul style="list-style-type: none"> <li>• Membership Lists <ul style="list-style-type: none"> <li>○ Request to have them weekly for the first 6 weeks of the season and fortnightly after this, on Thursday afternoon/evenings (<b>JM</b> - is this possible?)</li> </ul> </li> <li>• WR Level 1 coaching certification to be run on October 4<sup>th</sup>, all Reps have sent details to sections, 18 members currently registered.</li> <li>• <b>Return to Play Protocol</b> - Richard (DRFC physio/Medic) is currently working on a 'Return to Play Protocol' for head injuries. Can Reps please inform ALL managers to work closely with Richard on this as he will have the final say on when players can return NOT the coaches (<i>if this is not adhered to, coaches will be held responsible and if the issue is serious, likely stood down from DRFC</i>)</li> </ul> <p><b>*Should RDT be successful in their tender bid for DSP, more will be expected of the ExCom as TN will be required to spend a significant amount of time on the next steps of the project*</b></p>
1.D	<p style="text-align: center;"><b>Behaviour</b></p> <ul style="list-style-type: none"> <li>• QRF released a letter (<i>attached to this email</i>) to all clubs at the end of last season regarding ongoing behaviour issues, highlighting the 2 main items below. Reps that these pertains to, specifically, have been informed and requested to pass information on to their section <ul style="list-style-type: none"> <li>○ <b>Violent Conduct</b> - Rugby is a physical game, but unnecessary acts of violence are not acceptable. With regards to a specific incident last season (2024-25), if an action such as this arises again from a DRFC player, the ExCom will take internal action (<i>retaliation is not an acceptable argument</i>)</li> <li>○ <b>Pitch Side Behaviour</b> - An ongoing theme for a few seasons now, the behaviour on the pitch side, specifically from the technical zone (coaches &amp; managers) is not acceptable. Regardless of any referee decision or action on the pitch, coaches and managers are NOT permitted to enter the field of play at any time to remonstrate with officials. There are channels to do this, post-match with a complaint procedure direct to the QRF, within 24 hours</li> </ul> </li> </ul> <p><b>*Please note that if players, coaches or managers cannot behave in an appropriate manner, they should not be selected or be pitch side - DRFC SHOULD BE SETTING THE STANDARD FOR EVERYONE*</b></p>
	<p style="text-align: center;"><b>Events</b></p> <ul style="list-style-type: none"> <li>• Please ensure the DRFC Event Calendar (Google Sheets) is kept up to date so social media AND sponsors can be kept informed</li> <li>• Provide as much detail as possible for all events (dates/times/location/activity)</li> </ul>
2.B.	<p style="text-align: center;"><b>A.O.B.</b></p> <ul style="list-style-type: none"> <li>• DSP / MoM <ul style="list-style-type: none"> <li>○ DSP - Tender currently under review (no feedback provided on expected dates)</li> <li>○ MoM - Last meeting conducted in April (by new sponsor). Feedback received that whilst a review is being conducted, it is not a current priority with the amount of upcoming sporting events to be focussed on</li> </ul> </li> </ul>