

RECORD OF THE CCST BOARD MEETING HELD ON 18/10/10

(NEXT MEETING Tuesday 9/11/10 at 18:30 at Deri Inn)

PRESENT – Tim Hartley (TH), Keith Morgan (KM), Martin Bale (MB), Tracey Marsh (TM), Phil Nifield (PN), Mike Roderick (MR,) Gareth Jones (GJ)

APOLOGIES – David Craig (DC), Anthony Wedlake (AW), Geraint Jones – Secretary (GERAJNTJ)

BOARD DECISIONS TAKEN AT THE MEETING

DECISION NO.	DESCRIPTION OF DECISION
181010-D001	Accept Wales Co-Operative Centre's offer to act as the Trust's registered office (see A003 below)
181010-D002	Wait until we have seen an updated Profit & Loss statement before moving money around Trust bank accounts (see A004 below)
181010-D003	Take the necessary actions to amend the Trust rules on external audits in time for this year's accounts to be approved by Independent Examination (see A013 below)
181010-D004	Approved expenditure of £50 by GERAJNTJ to pay annual subscription to Supporters Direct
181010-D005	Approved a float of £50 to be held by the Membership Secretary to cover stationery expenses (see A016 below)
181010-D006	Approved the new Trust publicity brochure (subject to minor text amendments) and approved expenditure of £330 for printing 5,000 copies (see A015 below)
181010-D007	Confirmed that we should continue to allow current and new members to pay their subscriptions by monthly standing order

ACTION LIST (actions outstanding from previous meetings highlighted in red)

ACTION NO.	DESCRIPTION OF ACTION	BY WHOM	BY WHEN
181010-A001	Send an email to members asking if anyone wants to get involved by providing secretarial support to the board	MR	22/10/10
181010-A002	Take share certificate and camera to meeting with Gethin Jenkins and get a photograph	KM	20/10/10
181010-A003	Arrange change of registered office to WCC, inform board of a contact name there, notify interested parties of the change (SD, FSA etc.) and identify documents that need changing	GERAJNTJ	9/11/10
181010-A004	Arrange for summary financial statement to be circulated to the board as soon as possible and monthly thereafter	KM	29/10/10
181010-A005	Draft email to members inviting 45 of them to the Keenor stadium tours on 14/11.	PN	21/10/10
181010-A006	Arrange for printed tickets for the stadium tour	TH	29/10/10
181010-A007	Arrange for members' meeting with TG at Duke of Clarence on 8/11/10	TH	29/10/10

181010-A008	Float the idea of a joint membership with Vince of CCSC with a view to introducing it next season	TH	9/11/10
181010-A009	Talk to Snowy at the Rose & Crown about holding a quiz there at end of January (possibly on regular quiz night?)	TH	9/11/10
181010-A010	Send details of proposed community quiz on 26/11 to the board and ensure close co-operation with the steward at Aberdare RFC to ensure success	MB	29/10/10
181010-A011	Ask Ali Yassine to email Trust related ideas he has to the board	PN	9/11/10
181010-A012	Obtain Nat West's letter concerning fraud and circulate it to the board with comments. Meet with Nat West to express our concerns	KM	29/10/10
181010-A013	Talk to GERAINTJ re. audit rule changes and monitor progress	TH/KM	29/10/10
181010-A014	Obtain 2 nd cheque book to be held by TH	TH/KM	29/10/10
181010-A015	Finalise text of new brochure and pass to Dave Hopkins for final composition and printing (see D006 above)	MR	22/10/10
181010-A016	Pass £50 cheque to TM to cover the Membership Secretary's stationery expenses	TH	20/10/10
181010-A017	Pass to GJ any important comments on the draft Trust magazine within 4 days of him circulating it to the board	ALL	29/10/10
181010-A018	Obtain costings for printing Trust magazine	GJ	29/10/10
181010-A019	Arrange Community Group meeting for 1 st or 2 nd November	MB	22/10/10
181010-A020	Ask AW to circulate an update on Fundraising	TH	9/11/10
181010-A021	Attend next Keenor group meeting on 27/10 if possible	TM	27/10/10

ROTA FOR MANNING TRUST TABLE AT HOME FIXTURES

DAY/DATE	FIXTURE/ KICK OFF TIME	VOLUNTEERS
Saturday 30/10/10	vs. Norwich 15.00	KM/TH
Sunday 7/11/10	vs. Swansea 13:10	GJ/TM