



**Minutes CCST Board Meeting
Tuesday May 1st 2018**

Foundation Meeting Room The Pod 7pm



1.	Attendance: Keith Morgan[KM];David Craig[DC];Rob Jeffery[RJ];Jeff Mansfield[JM]; Clive Harry[CH];Kieran Jones[KJ];Jon Day[JD]	ACTION
2.	Welcome: KM[Chairman]welcomed everyone to the meeting.	
3.	Apologies: Brian Mertens[BM]	
4.	Approval of minutes of 3rd April 2018 Board Meeting: The minutes were approved as an accurate record.	
5.	<p>Matters arising: RJ confirmed that all Board minutes would be placed on the Trust website prior to the Annual Meeting on June 14th.</p> <p>KM had not been able to provide a hard copy of Funding for Trust Projects as agreed. He will now do so.</p> <p>The matter of placing a reminder on the website with regard to members responding to GDPR[General Data Protection Requirement]had been resolved.</p> <p>The matter of setting in place a protocol for responding to requests for help/information from members had been resolved.</p> <p>KJ agreed to attend both 1] a meeting of EFL Trusts Thursday 3rd May 2018 and 2] an FSF Fans' Group meeting on the same day .</p> <p>JM has made arrangements to attend a Supporters' Direct Members' Day in Birmingham on Sunday 20th May 2018. It was agreed that any expenses incurred by JM would be met by the Trust</p>	<p style="text-align: center;">RJ</p> <p style="text-align: center;">KM</p> <p style="text-align: center;">KJ</p> <p style="text-align: center;">JM</p>

6.	<p>Correspondence: Any correspondence received related to later agenda items and were considered at that point.</p>	
7.	<p>Governance and Compliance Issues:</p> <p><u>Compliance with new Data Protection Requirements :</u> [High level of importance]</p> <p>GDPR: RJ reported that only 23% of members had responded and agreed that the Trust could continue to communicate with them by e.mail and post. It was agreed that this matter needed to be addressed with urgency and that a further request to members should be placed on the Trust website. RJ to compose this and to ask KJ to assess its acceptability before issue.</p> <p><u>FCA Re-registration</u></p> <p>The FCA[Financial Conduct Authority]has informed KM that the process of will be complete once the Trust is issued with a registration number. This is imminent. It was agreed that KM would contact the FCA to ask if it would be appropriate to inform members that re-registration is complete at this stage and that the title would be Bluebirds Supporters' Trust.</p> <p><u>Annual Meeting/Election of Board Members</u></p> <p>Only 5 nominations for election to the Board were received so an election would not be required[10 or more nominations were to trigger an election] One member had submitted queries/suggestions and requesting a response before deciding to submit these as resolutions at the Annual Meeting. KM had responded to the queries/suggestions and they had been added to the agenda for general discussion at the annual meeting</p> <p><u>SD/FSF Merger</u></p> <p>It was agreed that further discussion on this matter would</p>	<p>RJ/KJ</p> <p>KM</p>

	<p>be deferred until KM and JM had reported on the meetings they were due to attend. In the interim, KM agreed to circulate any correspondence he receives on this matter.</p>	KM/JM
8.	<p>Finance Report:</p> <p>Membership income up to the end of April 2018 was £1797. The funds in hand at 30th April 2018 were £35 238.</p>	
9.	<p>Membership Report:</p> <p>CH reported that membership numbers were stable.</p>	
10.	<p>Supporter Liaison Report:</p> <p>KJ reported that: The Club had received a positive report from EFL Stadium Inspection Team[carried out at the Wolves game] The inspection covered all aspects of the Club's match day operation.</p> <p>He had worked on the Club's Disabled Fans' Policy and that important changes and corrections were agreed. The revised policy would be made available on the Club's website.</p> <p>The Player's Awards Evening was now being arranged and organised by the Club. The location for this would be the Holland House Hotel and not its usual venue ie the Stadium. The cost of tickets had risen appreciably. Both the change of venue and the cost of tickets were indications that this was now much more a corporate affair rather than a fans' event. The Cardiff City Supporters' Club had voiced concern about these developments. The Board agreed to support the CCSC stance on this. KM to convey this to the CCSC.</p>	KM
11.	<p>Club Financial Position and Debt to Equity Issue:</p> <p>In discussion with Ken Choo[Club Chief Executive]KM agreed that further meetings relating to these matters should be deferred until the end of the season but that the Trust's strategy of seeking regular updates on matters financial would hold firm thereafter.</p>	

12.	<p>Support for CCFC Foundation Education through Sport Programme</p> <p>It was agreed that the members' agreement would be sought with regard to the Trust providing the money[£3000] To support a local young person through the Programme. It should be noted that this fitted well with the Trust's commitment to working with and on behalf of the community and with young people disadvantaged by poverty, disability and behavioural difficulties. KJ to oversee the development of this and to draft a letter to members for consideration by the Board before issue.</p>	KJ
13.	<p>Supporting Wallich Clifford Community</p> <p>DC requested guidance before this should be taken forward. The WCC would be invited to attend a quiz evening at the Three Arches Pub and to provide raffle prizes, people to sell tickets on the night and to take the opportunity to advertise the excellent work the WCC does. A date for the event will be decided later. DC to pursue this with the WCC. It was noted that this, again, is an example of the Trust working with and in support of the community.</p>	DC
	<p>Date/time/venue of next meeting:</p> <p>In view of the Annual Meeting being held on Thursday 14th June 2018 no date for the next Board meeting was identified although it was agreed that a meeting would be arranged should developments warrant it.</p>	