



**Minutes CCST Board Meeting
Tuesday 13th August 2019
Club Boardroom Cardiff City Stadium**



1.	Attendance: Keith Morgan[KM];David Craig[DC];Rob Jeffery[RJ];Tim Hartley[TH];Richard Lewis[RL]	ACTION
2.	Apologies: Jon Day[JD];Kristina Hedges[KH]	
3.	Minutes of 2 nd July Meeting 2019; The minutes were accepted as a true record.	DC
4.	Matters arising: 1]Tom Greatrex[Fulham Trust]has confirmed that the Premier League Small Grants Scheme had been suspended. Resolved 2] This item to be taken from future minutes but efforts still ongoing to reduce the number of non-responders to GDPR requests. 3] Ken Choo and Phil Jenkins[Club Financial Director]are dealing with approach from KM on matter of Club paying Living Wage. It was decided that this was an excellent opportunity to sell this to the Club and also to alert members to what we are doing re this. It is a big PR opportunity for us. KM to draft an update article for our members on this for Board's consideration. RJ to speak to Phil Nifield with a view to placing item relating on Trust website. JD still to contact Cllr Peter Bradbury on this issue and report. 4]TH to draft an article on Trust's involvement in the Homeless World Cup. Phil Nifield to be approached re placing on website.	DC KM RJ JD TH

	<p>5] KH to supply details of request from individual with regard to special provision for person with cancer to watch game at Stadium. Once provided KM to look into this with the Club.</p> <p>6] RJ had asked to receive minutes and agenda re Supporters' Liaison Group. On receipt RJ will assess worth him attending.</p> <p>7] RJ reported that next issue of magazine would have 12 pages. Awaiting article from KM[to be translated into Welsh by TH] before passing to designer and then for publication.</p> <p>8] KH to suggest ways that Trust and SRTRD could work together throughout the year and not just at annual high profile event in October.</p> <p>9] KM to produce draft correspondence to be sent to Ken Choo regarding the fit and proper person membership of club boards with specific reference to the roles/responsibilities of the City's Board of Directors. Draft to be passed to the Trust Board members for their consideration before issue to Ken Choo.</p>	<p>KH then KM</p> <p>RJ</p> <p>KM/TH</p> <p>KH</p> <p>KM</p>
<p>5.</p> <p>6.</p>	<p>Correspondence:</p> <p>1] KM had received late invoice from printers as re-directed mail. A cheque now made out as payment and will be sent asap.</p> <p>2] Correspondence received from Adam Gilliatt confirming that Headway[our chosen charity for season 2019-20]will be able to conduct a bucket collection at the Swansea game scheduled for Sat 11th January 2020. There is a possibility that the game will be changed to accommodate televised coverage. DC to let Headway know of this possibility.</p> <p>3] RL reported that at recent home game cash was not accepted as payment in the upper Ninian Stand. An earlier response on this issue from Wayne Nash to KM suggested that both cash and card payments would be accepted throughout the ground. KM to seek clarification.</p> <p>4] RL stated his interest in the Club's approach to sustainability with particular reference to use and disposal of plastics. There is evidence that Vincent Tan is keen on this with his support for the Dirty Vegan company so an early approach to the Club could prove productive. KM and RL to work on how to take this forward.</p> <p>1]KM reported that help has been arranged from FSA[Football Supporters' Association] to speed up the process of FCA[Financial Conduct Authority]providing the Trust with a new</p>	<p>KM</p> <p>DC</p> <p>KM</p> <p>KM/RL</p> <p>KM</p>

	<p>registration number. KM to report progress.</p> <p>2]Delete “New Combined Fans’ Group” update as an agenda item.</p>	DC
7..	<p>Finance Report: KM had recently issued a brief e.mail note to Board members on this to the effect that in the year to July 2019 income from membership was £3015. In the corresponding year to July 2018 the income was £3142.</p>	
8.	<p>Membership Report: Paul Evans[Membership Coordinator]reported that there had been a slight increase in membership recently but overall the membership numbers had remained stable. The Board discussed the proposal from RL regarding an e.flier to members. It was agreed that this would have most effect if its issue coincided with the distribution of the magazine with an emphasis on the work with which the Trust undertakes. RJ and RL to coordinate.</p>	RL/RJ
9.	<p>Trust relationship with Show Racism the Red Card: DC and KH to explore ways in which joint working could be developed and bring ideas to the Board.</p>	KH/DC
10	<p>Social events, magazine and charity support: It was decided that we would begin to explore the possibility of holding an event to commemorate the City v Real Madrid game. An item for the next meeting.</p>	All
.	<p>Date/time/venue for next meeting: RJ to explore the possibility of using the Function Suite at the Three Arches Public House on Wednesday 25th September which is the night of the quiz in support of Headway. RJ to report.</p>	RJ
	<p>Please note; RJ has now confirmed that the Function Suite at The Three Arches Public House is available for our September Board Meeting. The date Wednesday September 25th, the time 7pm. This is the date of the quiz to be held in support of our chosen charity ie Headway. NB We intend to enter a team.</p>	

