



**Minutes CCST Board of Directors Meeting[Zoom]  
Thursday 12th August 2021 7pm**

<p><u>Attendance:</u> Keith Morgan[KM];Phil Nifield[PN];Gareth Jones[GJ];Rob Jeffery[RJ];Tim Hartley[TH];Jeremy Williams[JW];Mike Spear[MS];Anthony Holloway[AH];David Craig[DC]</p> <p><u>Apologies:</u> Jon Day[JD];Richard Lewis[RL]</p> <p>The minutes of the Tuesday 13<sup>th</sup> July 2021 Board meeting were accepted as a true record.</p>	
<p><u>Matters arising:</u></p> <p>1.RJ had raised the matter of setting up a new Paypal account with Paul Evans[Membership Secretary] Paul had agreed to undertake this. <b>Resolved</b></p> <p>2.Trust member Richard Essex had voiced concern about the need for clarification on risk assessment to be undertaken by supporters at the Stadium as laid down by the Code of Conduct. It was agreed that more clarity was required. Richard has been informed that the Board would take up this matter with the Club and RJ agreed to e.mail the Code of Conduct document to Richard. KM/RJ to raise this with Adam Gilliatt/Wayne Nash then, if necessary, with higher Club management.</p> <p>3.Board members had responded to the Fans Led Review questionnaire. <b>No further action required</b></p> <p>4.The tribute to Peter Whittingham at the Barnsley game was both appropriate and emotional. However, the need for a permanent memorial remains. The Board will continue to take every opportunity to push for the renaming of the Family Stand as the Peter Whittingham Family Stand. <b>All to take responsibility for this but in particular KM/RJ in their meetings with Club management/officials.</b></p> <p>5. PN has had confirmation from Rob Phillips that he will provide an article for the next issue of the Trust Magazine. BBC had given clearance for this to happen. PN to oversee progress with this and keep RJ informed.</p>	<p style="text-align: center;">RJ/KM</p> <p style="text-align: center;">All/KM/RJ</p> <p style="text-align: center;">PN</p>

	<p><u>Correspondence:</u></p> <p>1.RJ has received minutes of the latest SLO[Supporters' Liaison Officer]meeting and has distributed them to Board members.</p> <p>2. We have learnt that bundles of City programmes are to be auctioned. There is uncertainty about the provenance of these items. There is also uncertainty as to how aware the Club is of this auction. Acquisition of these programmes would be a boost for the proposed Club Museum. KM to raise all of this in his meeting with Ken Choo tomorrow ie 13/08/2021.</p> <p>3. Charlie Brown of Rookwood Sound had requested that the Trust sponsor Rookwood Sound. Rookwood Sound had been one of the beneficiaries of the Trust's Support a Charity Initiative. It was agreed that on this occasion the Trust would make a one-off donation of £50. RJ to e.mail KM to raise a cheque to be forwarded to Charlie Brown and to arrange DC's signature.</p> <p><u>Governance and Compliance:</u></p> <p>1.FCA registration: KM to gather and send all the required paperwork and also send the £40 registration fee tomorrow ie 13/08/2021. It is hoped that this will finally resolve the matter.</p> <p>2.RJ suggested that it is still too early to make a decision about holding an AGM. He suggested waiting a month to see how the Covid regulations relating to gatherings established themselves. This was agreed. RJ to keep the Board informed on this.</p> <p><u>Relationships/Communication:</u></p> <p>1.Season tickets: Issues of concern raised by some Board members had been passed to the Club. Adam Gilliatt at the Club had looked into this and had contacted those members. There is still concern about staffing levels at the Ticket Office/Telephones. KM to raise these issues at his next meeting with Ken Choo.</p> <p>2.KM still to provide information regarding the number of members at other Championship trusts. He will progress this.</p> <p>Membership update: Numbers are steady.</p> <p>Finance update: Income levels remain steady.</p> <p><u>Tribute/Magazine/Foodbank/Mural:</u></p> <p>1.Tribute to Peter Whittingham – Dealt with earlier.</p> <p>2.Next issue of Magazine is scheduled for September.</p> <p>3.DC to work with RL to progress work on Trust contributing to foodbanks. DC to contact Wayne Nash to discuss the practical issues with accepting/storing/transporting donations at the Stadium. DC also to identify and contact foodbanks in the Rhondda Valleys to discuss ways of working together. DC to contact supermarkets in</p>	<p><b>KM</b></p> <p><b>RJ/KM/DC</b></p> <p><b>KM</b></p> <p><b>RJ</b></p> <p><b>KM</b></p> <p><b>KM</b></p> <p><b>DC</b></p>
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	<p>the vicinity of the Stadium to invite donations from them.</p> <p>4. Mural: TH suggested that we await contact from the organiser re this rather than us taking the initiative. <b>Agreed and on hold.</b></p> <p>Date of next meeting[Zoom] – Tuesday 7<sup>th</sup> September 2021 7pm</p> <p>Note 1. It was suggested and agreed that a rota for staffing the Trust Office on match days be drawn up. Before this RJ agreed to have 6 keys cut for the Trust Office. Once this is done we can consider the rota.</p> <p>Note 2. There was a brief discussion about the need to increase membership numbers. To begin this effort, it was agreed that extra copies of the next issue of the magazine would be produced and offered to fans at a home game. Each copy to include a Trust membership application form.</p> <p>*****</p>	<p>RJ</p> <p>RJ</p>
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