



**Minutes CCST Board of Directors Meeting
Tuesday 21st February 2023 at 7pm
Fred Keenor Suite at Cardiff City Stadium**

	<p>Attendance: Keith Morgan[KM];David Craig[DC];Rob Jeffery[RJ];Phil Nifield[PN];Mike Spear[MS];Nick Williams[NW];Jon Day[JD];Paul Carey[PC]</p> <p>Apologies: Jeremy Williams[JW];Gareth Jones[GJ]</p>	
	<p>1.The minutes of the Tuesday 10th January 2023 meeting were accepted as a true record.</p> <p>2.<u>Matters arising</u> All matters arising were addressed under Agenda headings.</p> <p>3.<u>Correspondence</u> [a]KM reported on a EFL meeting he had attended and that: The Prime Minister had signed off the governance of football White Paper. The White Paper to be released on Thursday 23rd February 2023. This would be followed by a 12-week consultation period. EFL had approved of the White Paper. Following the critical report on how UEFA had handled the organisation of the 2022 Champions League Final in Paris it was important that fans should be allowed to express their opinions on the issue. It was clarified that EFL did not get involved in clubs' pricing arrangements. The coronation of King Charles III will take place on Saturday 6th May 2023 will clash with the date for the final games of the season. There is concern that, if the games are moved, there will be serious logistical problems arising. Traditionally the final games of the season kick-off at the same time. There will be a question and answer with Trevor Birch CEO of EFL on March 15th 2023 in London. Club representatives are invited to send in questions on-line if they are unable to attend. If no Trust Board member is able to attend KM to draft question about the Club's transfer embargo situation and circulate to Board members for consideration and approval before sending. [KM to pull together all of the above for a report to be sent to Trust members]</p> <p>Continued</p>	<p align="center">KM</p> <p align="center">KM</p>

	<p>[b] A Trust Member has raised the issue of trains from Ninian Park station for midweek games. There does not seem to be any services that are at a convenient time post match. The member asked if the club could raise this issue with Transport for Wales. JD also mentioned that he had informal contacts with TfW as part of his work and would raise the issue himself. RJ to raise with Wayne Nash and JD to follow up with TfW</p> <p>[c] The Cardiff City Foundation is to host an event on March 24th 2023 to recognise those who have supported the organisation. The Trust is invited to send attendees. This to be followed up.</p> <p><u>Governance and Compliance</u></p> <p>[a] FSA Trust Compliance Requirements:</p> <ol style="list-style-type: none"> 1. RJ is working through policies required. He has distributed draft policies to Board members on a] disciplinary procedures and 2] Equality, Diversity and Inclusion procedures. Under a] A policy must be approved by Trust members at an AGM and under b] A policy can be approved by Board members. RJ to oversee this. 2. Training for Board members: RJ suggested and it was agreed that a skills-needs analysis should be undertaken once the composition of the new Board is known following an election and acceptance by the AGM. [Note that for an election to take place more than 9 candidates are required] 3. RJ provided for consideration a timeline for an election. He would distribute papers enabling Trust members to offer themselves as candidates. 4. It was confirmed that the AGM date would be Thursday 25th May 2023. The time and venue to be confirmed. PN to seek confirmation that Rob Phillips and Jason Perry would attend. <p><u>Financial Matters</u></p> <ol style="list-style-type: none"> 1. Ukraine Appeal Monies: It was resolved that KM would e-mail Wayne Nash to seek his agreement that the monies still held could be given a Cardiff-based Ukraine appeal organisation. 2. KM and NW to collaborate to ensure that the annual accounts are available for presentation at the AGM. 3. Paypal: RJ to prepare further information re CCST, a timeline of its history and its bank account details for submission to PayPal <p><u>Social events/Community work</u></p> <ol style="list-style-type: none"> 1. Foodbank donations collection: DC reported that he was awaiting a response from Vale Foodbank [Barry] to his request for an introductory meeting. DC to pursue and provide up-dates to enable PN to start advertising the event. 2. Memorial Garden: MS requested and it was accepted that this should be kept on the agenda. Veterans are maintaining and 	<p>JD/RJ</p> <p>KM</p> <p>RJ</p> <p>RJ</p> <p>RJ</p> <p>RJ</p> <p>PN</p> <p>KM</p> <p>KM/NW</p> <p>RJ</p> <p>DC/PN</p> <p>MS</p>
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	<p>developing the Garden. This is primarily a Trust project and should be publicised as such. MS to keep the Board informed of developments.</p> <p>Date/time/venue/nature of next meeting: Tuesday 21st March 2023 7pm Cardiff City Stadium – Face to face [With video link on request to JD]</p> <p>Additional notes: 1.RJ suggested that we should request regularly scheduled meeting with Ken Choo instead of being dependent on invites. KM to explore this with Ken Choo. 2.RJ reported that there had been 35 new members joining this year. It was agreed that to maintain this momentum we should consider ways of increasing membership. Ideas to be circulated between Board members and raised at the next Board meeting. DC to ensure that this becomes a regular agenda item.</p> <p>*****</p>	<p>KM</p> <p>ALL</p> <p>DC</p>
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