



DEVON RUGBY FOOTBALL UNION

Management Board Minutes

Date:

Venue: MS Teams Virtual Meeting

Present: Simon Fuller, Simon Farmer, Rob Masters, Nicola Vaughan, Graeme Gillard, Chris Forster, Sian Brooks, Glenn Channing, Tim Warren.

Apologies: John Drew

Declaration of Interests

None

Minutes of Last Meeting

First meeting of the Board

Actions

1. Sian and Simon Farmer to review Rep Rugby budget and prepare 2025/26 season proposal for wider discussion.
2. Sian, Glenn and Graeme to review post Twickenham Finals Day incident and develop required next steps.
3. Each Director to identify the roles within their Directorate that need to be filled and possible volunteers for each of those.
4. Director of Finance/Chair to agree with each Director their budget for 2025/26.
5. Glenn and Chris to discuss how they will work with Garnet to deliver on engagement activities.
6. Graeme to develop ad for RugbySafe volunteer lead.
7. Directors to use Devon RFU email accounts to ensure audit trail.
8. Tim to set-up WhatsApp group for the Management Board.
9. Glenn to survey clubs on which three or five seminars they would like the RFU to host in the county. Pass results to Tim.
10. All to consider possible names for President Elect and pass to Chair.

11. Chris and Nicola to have conversation re best practice in other CBs on player retention.
12. Chris to invite League Secretaries to join meetings within the Male Game Directorate.
13. Chris to complete draw for Devon cup competitions this week so clubs can add them to their fixture card.
14. Tim to pass ads for vacancies to website lead and clubs.
15. All to provide photo and liaise with Sian re social media to promote our new team.
16. Tim to organise venue for our next meeting which will look at the Local Rugby Plan.
17. Tim to organise club venues for our four meetings this season.

Discussion

- Sian will lead as Director of Rep Rugby. She will review current training and budget issues to ensure we are, with respect to training, in line with RFU best practice and, with respect to budgets, we are accountable.
- Need to develop CBs position on post-Twickenham finals day incident.
- Commercials need to be sorted as currently waiting on approx. £6k of sponsorship. We need to either 1) have sponsorship in place for 2025/26 or 2) run on tighter financial basis.
- Glenn will lead as Director of Development. This team will run a series of project-based activities to deliver on objectives.
- Glenn will work with Mark Long (volunteer lead) and John Drew (facilities). He will also, through discussions with Chris. Glenn will lead on coaching.
- Glenn will work with Chris (and Director of Female Game when appointed) and Garnet on our widening participation agenda. This is not about diversity but alternative forms of our sport with the aim of attracting new people, keeping people in the game longer and playing different formats.
- Graeme will lead as Director of Governance and, as an interim measure, Director of Age-Grade Rugby. Whilst most roles are in place within Governance, there is a need to recruit a RugbySafe Lead.
- Discussion that whilst all responsible for delivering activity in their Directorate on time, to budget and within agreed timescales, this can only happen with a matrix approach. The two most obvious cross Directorate teams are Governance and Development. However, there are others such as Colts (which remains in Age-Grade) and Male Game (to ensure greater retention) and Director of Female Game with Girls Lead (remaining in Age-Grade).
- Glenn to lead on planning a volunteer event for 2025/26 to build on the highly successful event run by Brixham RFC in 2024/25.

- The Directors should use their Devon RFU email accounts to ensure audit trail or a new WhatsApp group.
- Rob/Nicola discussed RFU change proposals. Unlikely anything will happen before the start of the season. The new Regional Boards might have remit extended beyond the development role initially envisaged. If development role Glenn will link, if wider may need to review.
- The RFU have asked us to select three seminars we would like to have delivered in the county from five: 1) sponsorship, 2) running events, 3) social media, 4) running an efficient and profitable bar and 5) renewable energy. Glenn to do quick survey with clubs and feedback in a week's time.
- We need to identify a President Elect. Doesn't have to be a member of CB.
- Chris has been appointed Director of the Male Game. He will lead the cups competition team and work with others to develop the game (e.g. Glenna and new Age-Grade Director).
- Chris will identify, with Nicola's help, CBs who are delivering best practice in player retention.
- Chris will invited League Secretaries to join the team to improve communication between Southwest RFU Competitions and Devon CB.
- A few clubs have not responded to cups team re entry to this coming season's competitions and therefore will be ruled out of consideration. Chris to use a MS random generator to make fixture list.
- Age-Grade Director is still needed. In the meantime, Graeme will act as interim lead. Advert to go out this week.
- All to provide Sian with photo so we can have daily announcements on social media promoting this new team.
- Tim explained that after an interview with Graeme and Sian, we have appointed Caitlin to manage our website. She is currently going through induction with Sian. It will be good for everyone to introduce themselves to Caitlin and an appropriate time.
- The next meeting will be in-person to work on the Local Rugby Plan. Tim to confirm venue but date is Wednesday 27th August.
- Tim to organise club meetings and add to people's diary asap.

NEXT MEETING: Wednesday the 27th of August

