



Tarleton Rugby Union Football Club

Minutes of Operational Management Group Meeting

Held at Tarleton RUFC, Carr Lane on 4 January 2010

Attendees

Jonathan Skofic, Sarah Pearce, Barry Cook, June Cromack, Andy Wood

Apologies

Apologies for Absence: Greg Carlton, Gary Christie, Trevor Foster, Cath Wignall

1 Club Finances.

No report this month.

Action: NW to present at next meeting

2 Sportsman's Dinner –

SP has booked the Locker Room Restaurant in Hesketh Bank for this event on Friday 26th March and is awaiting confirmation of speaker etc. Even though max in this room is 120, all agreed that this a positive move forward and a more local venue.

3 Fire Risk assessment

Action: BC to take this forward

4 Larger container

Action: JS to chase this

5 Rubbish Bin

There was no update on this

Action: SB to update

6 Pitch Renovations

No further report however we will need to address shortly.

7 Blacksticks Blue Finals

No answer as yet

Action: BC to chase Keith Mellalieu again

8 Bar Finances

Mick Frankland not present therefore no report

Action: MF to present at next meeting - Outcome: SP spoke with MF and he has done this with NW .



Tarleton Rugby Union Football Club

9 Velux Windows

Action: JS to speak to Paul Mahon re a quote on this

10 First Aid Room

AW to speak to Ray regarding keys for the room

11 Injury Forms

AW went through all the new forms and what is required should an injury occur. These forms to be put in a prominent position on website.

Action: AW to circulate to all first aiders – confirm action at next meeting

Action: JS to speak with Steve Charters as get the forms on the site asap - **Outcome:** Forms on website's "Allsorts" page under "Incident Report & Player Safety" (included in the index as bold text and currently advertised on home page.)

12 First Aid replenishment

Concerns raised that not all kits are up to date and proving difficult to get supplies.

Action: AW to liaise with Sharon Fishwick and establish easy process for first aiders to get supplies – process to be confirmed at next meeting.

13 Corporate Sponsor's Meal

This is still to go ahead however if match called off at last minute we would look to go ahead – if called off mid-week, in light of current weather, then we would look to re-arrange.

14 EHO visit

Report should be available shortly regarding the EHO visit by Susan Waterworth.

Action: SP to arrange with MF and EHO to visit the upstairs and get report and findings from the bar area.

15 Quiz Night

Saturday 27th Feb – BC and Chris Williams to organise.

16 End of Season Do

8 May -To be held at the club with the marquees up – Hog Roast – ticket price TBA.

Action: TF/CW to update

17 Presentation Day

9th May – as above to be held at the club.

18 Caravan Club

Visit proved successful (£262 from fees) and they wish to come back 18-20 June – we have agreed to up the price for this visit. They also wish to come back at New Year 2010 however we will need to assess this as we are looking at doing a New Year function ourselves and this would affect the numbers we are allowed to have.

19 Date of Next Meeting

1st February 2010 7.30p.m.