



Berkshire Rugby Union Referees Ltd

(operating as Berkshire Society of RFU Referees)
c/o Reading RFC, Holme Park, Sonning Lane, Reading, RG4 6ST

Summary Minutes of ExCom Meeting held on 2nd April 2024 at 8pm via ZOOM

Present: DL, AG, RC, KP, NC

ACTION

1. Apologies

PL

2. C/fwd actions

(Dec'23) MOD Consistency/Admin 'Event'

Given the low turnout (only DL,PK,RF in attendance at Nov'23 fixture) DL is looking at further dates in Feb/March for a follow-up coherence session with MODs – details to be confirmed & circulated to MODs

Feb'24 update: looking at possible matches:

- ~~Rams 3 vs Windsor – Friday 23rd Feb, 7:30pm KO~~ (late cancellation of fixture)
- ~~County U20s vs Warks (Friendly) – Sunday 10th March, 2pm KO at Rams RFC~~ (late cancellation)

Apr'24 update:

- Maidenhead vs Hertford (Papa John's Cup tie, 27/04) suggested as a possible fixture for MOD coherence session – DL to investigate opportunity
- As an alternative, possibility of having MODs review/report on a recorded game also discussed – DL to consider

DL

DL

(Sept'22) Referee Feedback Forms on WTR (completed by clubs, post-match)

On RFU 'WTR roadshow' call (25/10/22), Mark Brown (WTR owner) confirmed availability of existing templates on WTR, as used by several other RefSocs for some time

Mar'24 update:

- AG has spoken with WTR (Mark Brown) – feedback forms to go live from start of next (pre)season – AG to confirm once active
- Googleform (and assoc'd QR code) now active and shared with CRefCs – RC/Grading (DL,AG) to monitor

AG

RC,DL,AG

Resources/Succession Planning

Ongoing action for ExCom to consider succession planning & current/future resourcing

ExCom

(Jan'24) CRefCs meeting

RC planned to host a meeting of Berkshire clubs CRefCs, but buy-in was limited due to other commitments

Mar'24 update:

- Based on CRefC feedback, session delayed until off-season – RC to coordinate
- As soon as a revised date is agreed upon, RC to circulate Zoom details so that everyone can put it in their diaries.

RC

RC

(Aug'23) 100 game 'awards' (KP)

Following receipt of initial image, KP sourced a higher-res logo and is currently awaiting updated 'sample' image to decide on final version and progress order confirmation with supplier

Mar'24 update: updated design approved and order placed

- KP to advise on ETA (subsequent update: order arrive prior to April training meeting)

(Sept'23) Corporation Tax (2022 CT return)

Nov'23: PL has sent a technical letter to HMRC, detailing why BRR should not be considered a commercial entity subject to Corporation Tax – awaiting their response

Feb'24 update: latest correspondence from HMRC shows £nil payable, but does not document BRUR Ltd's 'dormant' status for Corp.Tax purposes, which would be valuable to have on record, in case of future enquiries – PL/KP to follow-up, seeking documented agreement to dormant status from HMRC

Mar'24 update: PL has sent a letter to HMRC requesting confirmation of dormancy

Apr'24 update:

- new correspondence received from HMRC, referencing request for submission of CT return for y/e 31-05-2023
- PL to follow-up on request for confirmation of dormancy (for CT purposes) from HMRC

PL

(Jan'24) BRR 'social' attendance of Rams final home 1st XV fixture on 13th April, vs Richmond

- AG spoke with Cath Reynolds who agreed Rams would provide 20-25 tickets (though no parking); ExCom to 'fund' drinks for members and reclaim via Expenses

Apr'24 update: NC to circulate offer to members, with direction to contact AG for tickets (on first-come, first served basis) – note subsequently circulated by AG (thanks, Andy!)

(Mar'24) 2024/25 Pre-season fitness

Scheduling: RC to get Dave Elliott to circulate a poll, via the Ref WhatsApp groups, asking for preference between start at beginning of June or July

Test criteria: both Yo-Yo & BRONCO to be offered, though DG members expected to complete BRONCO (5:15)

Venue: RC to check with Reading RFC that they are happy for us to continue to train at Holme Park

Comms: once start date confirmed, NC to (re)circulate BRR's fitness testing 'guidance' to all members (and probably also send a reminder note closer to the start of the pre-season training window)

Apr'24 update:

- WhatsApp poll showed clear preference (81%) for June start to fitness programme – RC to progress with RRFC on this basis
- ExCom agreed (voluntary, non-Fed/Dev'mt Group) testing to focus on BRONCO, rather than Yo-Yo – NC to amend 'fitness comms' accordingly & circulate via WTR

RC

NC

3. AOB

(RC) MOD training

RC asked whether there was any formal MO Developer training offered by the RFU (or BRR)

- DL confirmed that the RFU does not offer any formal training; BRR 'training' consists of opportunity to shadow a current MOD and opportunity for discussion with DL re: MOD report content/completion

(AG) Appointments

AG shared that BRR have been approached to appoint a ref to the Ollie Stephens memorial game at Reading RFC (the child murdered in 2021 by class-mates in an Emer Green park), with YMOs to act as ARs

Action: AG to approach proposed candidates, as agreed

AG

(NC) 2023/4 season AGM prep

NC to circulate WTR note to members re: election of ExCom Officers (nomination deadline: end of April)

NC

NC requested that draft Officer reports be submitted to him by the date of the May'24 ExCom meeting (Tues 7th), for collation and publication on the BRR website for members to review in advance of the AGM itself, as in previous seasons

ExCom

(NC) Berks RFU Disciplinary Panel

- NC shared the news that, following the death of Jon Dance, DL has been appointed as the new DP Chair by the Berks RFU Exec – ExCom passed on their congratulations to DL (and wished him well in his first directed action: finding a replacement for himself as DP Secretary!)
- DL advised of a formal complaint received (from a non-BRR ref) about the behaviour of a club coach (with a history of poor behaviour towards refs) – Club DoR now aware and suitably embarrassed – DL to update on subsequent actions/consequences

DL

Note: NC to be away (with only sporadic review/response to emails) from April 4th to 14th inclusive

NC to send out minutes for review, publish summary minutes on website and agree agenda for next meeting. There being no other business, the meeting closed at 20:50

NC

The next ExCom meeting is scheduled for Tues 7th May 2024 – venue TBC

NC to circulate Agenda in advance, point members to previous Summary Minutes on website, etc.

NC