

**MINTUES OF THE PUBLIC PART OF THE TRUST BOARD MEETING HELD ON 26 November 2020 at 7pm via Zoom.**

Present: Nigel Kingston (NK) (Chair)

 Peter Lerner (PL) Vice Chairman and Trustee of WWSET and Community Liaison

Trevor Stroud (TS) Trust nominated member of the Football Club Board

Martyn Broughton (MB) Trust Treasurer, FALL Director

Tony Hector (TH) Trust nominated member of the Football Club Board, Legal Secretary

Alan Cecil (AC) FALL Director, Website, Twitter and Facebook supporter interaction

David Roberton (DR) Trustee of WWSET and running of WWFC Ladies Team

Bob Massie (BM) Communications, Website, Fundraising and Commercial

 Lisa Bowker (LB) Assists with Volunteers, Fundraising

 John Jewell (JJ) Fundraising

 Chris Harvey (CH) New member appointed at AGM

 Russell Jones (RJ) New member appointed at AGM

Plus 44 interested parties who joined the Zoom meeting as spectators.

Minutes of the previous meeting were unanimously agreed and NK signed them on behalf of the Trust Board. All action plans from previous meeting were completed.

**Items from the Agenda**

1. **Trust Member Renewals Update** AC. Numbers at start of year 1476 members, subs collected - £11k. So far since July collected £24k with more coming in from those signed up to pay monthly and quite a few people who have underpaid. Most people increased their standing order or switched to pay via the website via GoCardless but some have not received or not activated the emails sent out as some email addresses were rejected. Some may need to look in Junk and Spam folders. About 83 members have not said they will not renew or have not paid any subscription this year. All sent emails asking them if they wish to renew. Now 279 members paid by standing order at last year’s rate including 100 junior or seniors. Some success in chasing. Top ups have come in since 1 November and hopefully more this weekend. Received a few cheques in post. Those that used to pay cash before are being followed up. Decision on how long to give last season’s members to pay before it affects their membership was made as follows; Those who paid nothing so far will be given until end December 2020 before they lose membership rights. Email will be circulated. 279 who have partly paid can be chased again and be given until end of January 2021 before they lose membership rights and voting rights. Money has increased and numbers not too far down. Attracted a lot of new members with the voting for the ownership deal. BM said that more than double the income has justified increase. PL commented all official emails from Trust enters his Junk box. NK will send link for people to put in safe sender box so in future they will not be put into Junk. Vouchers for shop will be going out in next 2 weeks for those fully paid up. Those still to pay will be sent in January/February. NK to action.

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1. **Director’s Insurance Renewal**: NK. The cost of insurance nearly doubled up to £10k and cover came down by 50% and the excess increased to £25k. Board took decision NOT to renew Director’s Insurance.
2. **Trust Finance Figures**: These figures are for the month of October. No major movement this month apart from £5k received in bank regarding play off shirt auction and £6k for subs. The balance was £79.1k in bank last month and is now £89.6k.
3. **WW Sports and Education Trust**: PL advised the Trust members and new Directors what WWSET is all about. No monthly report received this month from WWSET. NK introduced the Christmas Card Campaign at the AGM which is an ongoing activity and more to follow. When the monthly WWSET report comes through PL will circulate to Board members and it will be uploaded to the Website
4. **Fundraising:** JJ. Focus on pre-Christmas. Main event is 5th and 6th December - we are having a stall at Adams Park for Lifestyle event. Understanding is that there will be up to 70 stallholders and anticipating footfall of 4000 people. There will be a one-way system to go around. Good opportunity for us to raise funds and attract a few more trust members. Also, to sell some of the products i.e. facemasks – have items of sports memorabilia and other products that have been donated to sell. Still have quite a lot to do and need to design banner and make the stall attractive. Stall manned by 2 people between 11am – 4pm on Saturday and on Sunday. Follow up the event with an online Raffle which is being set up. AC will send around an email advertising some of the items that are on the stall so that members can go down to the ground. Any members who have any items that might be suitable for the stall to contact Lisa Bowker, lmbowker1612@gmail.com
5. **Conflict of Interest Policy.** Has been circulated to Board members and now needs agreement of the Board. Policy suggests a Register of Interest and to be reviewed annually. BM will send out a Microsoft Forms for Declaration of Conflict of Interest to be updated annually. Suggestion of Declaration at every meeting but NK says that if we have a register which is updated annually then this should suffice. The policy was adopted unanimously by the board.
6. **Ladies Report**  On the website
7. **Community Project Action Plan.** Circulated Action Plan by PL to all Board Members. PL advised that column 3 has some actions for the Football Club but the Trust should be making sure these happen. BM thanks to PL for the hard work and formally moved to adopt the Action Plan. NK agrees. All other Board members agreed. PL to report back every other Trust meeting. NK would like to know that when things are pushed to the Football Club we use TH or TS to take to the Football Club. PL has already been talking to Matt Cecil and Neil Peters and will continue with this particular item. Now that Policy adopted TS and TH will put it on the next Football Club board agenda..
8. **Club Update.** TS advised on fans back into stadium. Tier 2 now allows up to 2000 fans back into stadiums. Trial event has to happen first and we hope that next Wednesday will be first event, but only 1000 fans allowed. Event plan has gone to Safety Advisory Group and had some initial feedback and at moment we should get a sign off on Monday morning for up to 1000 fans. The plan is that the seats will go to the first 1000 STH in order of when they bought their tickets. First game is 1 person in isolated seat and not family together, but the aim is to keep family groups as close as possible. Going forward it can be managed with families together, once we are given permission for 2000 fans. TS said that if someone in the 1000 fans are not able to attend then the Club will reallocate and not the fan. TH advised that the Club is working on various plans including one for the Disabled Supporters Group. TS said that we are starting on work on Premier League Plan as all Championship Clubs have to submit a plan to the PL by 31.1.21.
9. **Any Other Business**

No other business.

**Q & A**

**Is there a Wycombe Wanderers calendar his year**? NK does not know the answer to this and will check and, if there is, he will let everyone know and see if it can be sold on the stall. **Post meeting answer – There will be one, it’s awaiting final sign off and should be available around the 6th Dec.**

**Red Item in the Safeguarding Report – could this be an area for concern**. NK advised that the Action Plan from EFL Audit marks as red any items not yet started but that have to be completed. Safeguarding Committee will pick this up and make sure it is completed in timetable required but has been assured it is not a concern.

**Do you need to wait until Monday to send out email to Season Ticket Holders for first game** – TS will pick this up with Club tomorrow but probably not until signed off by Safety Advisory Group but will let us know.

**Frank Adams Roof Repair** – TS - any work done on Frank Adams Stand would have to be in closed season. Despite it being raised in structural reports in the past, it was not raised in the latest one. Other work is needed including work on the cantilevers. CH is involved in the new building group and will be actively involved in decisions.

Meeting closed at 7.48pm

Tina Davis Trust Minute Taker