

UPTON JUNIOR FOOTBALL CLUB



www.uptonjfc.org

@UptonJFC on Twitter

Chairperson	Sean Whitfield	sean.whitfield@talk21.com
Secretary	Lindsay Carrington	l_carrington@sky.com
Treasurer	Chris Disley	cdizza79@yahoo.co.uk
Club Welfare Officer	Eleanor Rowlands	uptonjfcwelfare@gmail.com
Resources Manager	Fiona Whitfield	fionawhitfieldujfc@gmail.com
Junior Football Development	Andy Murphy	murphyandy9@yahoo.com
Youth Football Development	Danny Evans	danny_109@icloud.com
Open Age & Vets Development	Dave Rockall	david@rockallsurveyors.co.uk

Minutes and Actions from Club Meeting 18 October 2019

Attendees:

Junior Teams

U6 Matthew Edwards
U7 Mike Cloherty, Paul Wyatt
U9 Chris Melia, Steve Deighton, Dan Gray, Phil Ashall
U10 Rob Lark, Graeme Ainsworth
U11 Iain Steene, Jim McArdle
U12 Patrick Conway, Graham Davies, Dave Booth
U13 Martin Taggart
U14 Paul Ireland
U15 Martin Lally
U17 John Assinder, Dave Jones, Simon Lea
U18 Lindsay Carrington, Niall Hickey
Youth, Open Age and Vets Dave Rockall, Danny Evans

Girls Teams

U7 Chris Disley, Jim McArdle
U8 Steve Taylor
U9 Phil Rowlands
U10 Jaz Panesar
U11 Dave Rockall, Janette Jones
U13 Rich Cartwright
U15 Chris Avery, Dave Jones

Apologies: Dale Williams, Scott Williams, James Edgell, Andy Sheard, Simon Barraclough, Ian McLintock, Dave Stockley, Simon Moseley, James Thompson, Kyle Whitley, Andy Phelan, Gary Woods, Andy Murphy.



Registered Charity Number 1172690



AGENDA

Opening and welcome

Sean Whitfield

Upton JFC Aims & Principles

SW opened the meeting and welcomed all coaches and Exec members.

Thanks to LC/ST/ER for all the work behind the scenes preparing the club for the 2019/20 season. Registrations, pitch hire, policy reviews, all are required for the successful operation of the club and adherence to all league and FA rules and guidelines.

We are a grassroots club and we provide football for players of all abilities, boys, girls, women's, Youth, Masters etc. As the club is growing, we need to ensure that we maintain, and stay true to, the core values that have made the club so successful to date. We are not trying to be an academy and we are proud of our foundation football.

We are a Community Club and with that comes a responsibility to adhere to the appropriate standards. A request to all coaches to do their qualifications when asked, not only does this help the Exec committee to do their jobs but it ensures that players are in a safe environment, with appropriately qualified coaches and volunteers.

As the Club gets bigger, we need to ensure that we provide a consistent blueprint for the model we are trying to implement across the club. We rely on existing coaches to help maintain this model; therefore, we are looking for volunteers to help to mentor and guide new coaches. Any coaches who would like to help with this initiative, please get in touch with Sean.

Policy & Welfare Updates

Eleanor Rowlands

- **Training & Match Day Policy**
- **Welfare & Safeguarding Policy**
- **Volunteer Onboarding**

Please go onto the Upton JFC website to look at the policies and guidance for all welfare and safeguarding information at <http://uptonjfc.org/managers/>.

ER highlighted the following changes to the Training & Match Day policy; Reference to the rule about NO GLASSES or jewellery. Also please read the information about footwear.

All coaches should have information about contact numbers and medical information in their first aid bag and this will be provided by Eleanor. Coaches must also be aware of any players who have selected the "no photos" option at registration.

Laminated copies of the Emergency Action Plan are being given out to all teams and should be kept in the first aid bag.

Volunteer onboarding – there has been a change to the way that we process expenses, please copy in the appropriate person for approval. See Expenses Claim form which is also on the Managers page of the website.

There was a question about when a coach can start to help. As per the Club's policy, no volunteers can be involved with players until their CRC has been approved, we appreciate this is different from the advice given by Cheshire FA, but we feel this is an appropriate policy for the club to uphold.

The CRC is in addition to the requirement to have 2 coaches who have CRC, first aid and safeguarding at every training session. LC/ST explained that this is to ensure that if a coach needs to attend to an injured player, there will still be a suitably qualified coach who can look after the remaining players. This is also an important safeguarding measure for coaches who would not want to be in a position where they are solely in charge of players, this could expose volunteers to spurious allegations. The Club accepts that training sessions may need to be cancelled if adequate cover is not in place. Where training sessions are held in the same venue as other teams, coaches can provide support across teams.

If you have any questions about any aspect of Welfare or Safeguarding, please get in touch with Eleanor.

Charter Standard Audit & Compliance

Sue Terry

ST reiterated the request for coaches to do their qualifications as soon as they can to support our Chartered Standard status. Additionally, to pass the Annual Health Check this year, we need a coach to attend the Mentoring Adult course, which is at Cheshire FA on <http://www.cheshirefa.com/coach/development-and-courses/fa-mentoring-adults>. If you can attend, please book yourself on and let Sue know.

Treasurer's Update

Chris Disley

Over £45k in fees have come in so far and the bank balance is currently about £30k, however this will reduce significantly when training invoices are paid.

CD to send out a list to all coaches of what expenses can be claimed for.

Link to the expenses form is on the Managers page of the Club website.

Query about expenses for courses, LC confirmed that expenses can be claimed for courses as soon as they are booked, if coaches don't attend the course, they will be expected to repay the funds, or pay for the replacement course.

Secretary's Update

Lindsay Carrington

A reminder that all parents must be behind Respect barriers at matches and should be aware of the league guidelines for specific information about technical areas.

Coaches are responsible for the behaviour of their supporters.

All teams should have proper corner flags of the appropriate height, if they are too small, they pose a danger for injuries.

A reminder that match kits are not part of players fees, so all teams need to look for sponsorship and ensure that parents are aware of the club fee structure.

U9 query about 3G pitches for matches. LC confirmed that U8 age groups and upwards have training on 3G, if grass pitches are called off, we are unable to provide 3G pitches for matches.

Resources Update

Fiona Whitfield

FW updated with the change from Maude to Kitlocker as supplier of our kit and equipment. This has turned out to be a good outcome for the Club as KL provide an excellent service. Postage is £2.95 per item which is cheaper than Maude.

Maude have honoured the rebate from last year and we have bought wheeled goals for the 11 a side pitch at WL with the funding. The socketed goals will be sold and replaced with the wheeled ones which will be maintained by the Club and kept locked up at WL.

FW mentioned that parent orders from the website do not make initials compulsory, please can coaches strongly urge parents to have initials on their club shop orders, which helps with lost kit and identification.

Thanks to Fiona for all the work overseeing this transition.

The Dale Agreement & Requirements

Dave Rockall

1 x 11, 1 x 9 and 2 x 7 a side pitches have been marked out at the Dale.

The License has been approved in DR's name personally, we have a 3-strike rule with them, relations in the past have been strained but are now good. It is a very good facility and pitches drain well.

Photos of coaches who can register at the guardhouse have been taken and given to the Army.

The key to the pavilion will be given to the first designated coach to arrive at the pitches. The pavilion must then be opened, and the parking cones put them out to prevent anyone parking on the grass. At the end of the session the last coach out of the ground must put the parking cones away and hand the key back.

All coaches must ensure that their pitches are left litter free and make sure the facilities are tidied up.

Lockdown – if there is a security issue, someone from the guardhouse will come and tell the nearest Upton representative that everyone needs to leave the premises. Please go as quickly and quietly as possible.

Wealstone Lane Facility & Container

Lindsay Carrington

WL staff have complained about getting the 11 aside goals out of the container due to the poor state of the bagged goals in the centre of the container. Replacing these goals with the wheeled goals will help free up some space, but it is important that all coaches keep their bagged goals and other equipment tidy. As soon as the weather is better, we will be doing another tidy up, it is frustrating to see that volunteers put effort into tidying it and then it gets messed up again. Goals at WL were part funded by the Parish Council and when they are replaced by the wheeled goals Upton JFC personnel will be the only people who will need to go in the container.

LC met with WL before the season and challenges with communication were discussed regarding co-ordination of pitch bookings. The Club pays an annual fee for the use of pitches, so these can be used as long as they are available. Please check the communication from LC which indicates which age groups and teams are booked to use the pitches.

Under no circumstances can anyone go into the end of the container with the kit and equipment (single door entrance).

Junior Football Update (in Andy Murphy's absence)**Sean Whitfield**

LC/ST and AM are meeting with a Cheshire FA mentor to see what can be done to help the club. Any coaches who want to be supported, please get in touch.

Martin Lally raised the issue about terminology of girls and boys as girls do play for the boys teams. It was decided that the word 'boys' would be replaced with 'junior' in the Club signage. ST has updated the website (and this document) accordingly.

Girls Football Update**Sue Terry**

All going well, 8 teams now playing, 95 girls registered. It's particularly rewarding to see so many girls playing at U15, the team has 17 players registered. U5/6 age group is playing at the Sports Hall at Blacon High which is a great facility. Thanks to the Club for organising this.

Youth / Adult Football Update**Dave Rockall / Danny Evans**

Danny mentioned that all teams have spaces for more players, anyone interested, the following sessions are run by the Club:

Masters Training Monday at Chester Rugby Club 8pm, ages 40+

Vets Training Wednesday at Blacon High School 8pm, ages 35+

Open Age & Youth Training Thursday at The Cheshire 7:45pm, ages 16+

Social Football Friday at Goals 6:30pm – all welcome and all abilities, ages 16+

Coaches are needed to help and volunteer with these groups. Anyone who can help contact Danny or Sean.

Next Coaches meeting

7 February 2020 8pm British Legion, Mill Lane, Chester