**MINUTES OF AWJFC ANNUAL GENERAL MEETING**

**HELD AT BRAMBLETYE HOTEL**

**25TH JUNE 2019**

**4.1 Chairmans Report**

The Chairman opened the meeting by thanking the committee for all their hard work behind the scenes. He pointed out that the club has had one of its most successful seasons ever with the older age groups all achieving A league status. He was very disappointed about having to cancel the annual presentation due to bad weather and the fact that he was unable to re schedule do to the unavailability of officers. He went on to say that he is now forming a committee to organise next years presentation day and suggested that we have two dates, one as a standby to avoid inclement weather. He has been informed by one of the leagues that we play in that there is an escalation of parent bullying and pointed out to coaches that if they have a parent that is abusive to either the coaches, other parents or indeed the referee he needs to be informed as this will not be tolerated in our club. He stated that committee meetings are an open meeting and that anyone can attend especially if they have a constructive idea or a complaint.

**4.2 Vote Minutes of Last Meeting**

The minutes were proposed by Paul Newman and seconded by Steve Moore

**4.3 Election of Officers**

The Chairman asked for a show of hands to re-elect the present committee and it was carried unanimously.

**4.4 Treasurers Report**

Rachel presented a spreadsheet of the annual accounts for the year ended 30th June 2019 which shows that the club is still in a healthy condition. If anyone would like a copy please contact the Chairman.

**4.5 Child Welfare Report**

. We had a busy start to the season preparing for the FA Charter Standard Annual Health Check by making sure all our coaches and parent helpers were up to date with their safeguarding and first aid certificates. We also had a number of criminal record checks to update this season.

Last November/December and January the Sussex FA carried out spot checks across the county at training sessions and matches. The FA do this every season to check that all coaches and parent helpers are fully qualified and have the appropriate certificates and criminal record checks. AWJFC did not get a spot check this season, so I am predicting we may get a spot check this season.

We rely heavily on our parent helpers across the club. These are regular parents or relatives that have a safeguarding certificate and criminal record check. I will be emailing coaches soon to ask if there are any new parent helpers for next season that we need to book onto a safeguarding course and get criminal record checked.

FA Mentor Coaching Scheme

Roger Crouch our FA mentor coach came and spoke to our coaches about the mentor scheme and how he would be able to support our coaches. He has been to U7s, U8s and U9s training sessions and matches this season. He is at the moment organising a coaching mentoring day with Lingfield JFC at the beginning of this season that our coaches will be invited to. Roger will continue to be our mentor coach this season and is looking forward to spending time with more of our coaches and their teams this season.

Online Safeguarding for committee members

The FA introduced an extra safeguarding online course specifically for committee members to help support the Club Welfare Officer to embed safeguarding principles. It is mandatory for the Chairman, Secretary and Club Welfare Officer to complete this course, which we have done.

Safer Recruitiment within AWJFC

On advice from the Sussex FA, this season I have developed a more ridged recruitment process where all coaches and regular parent helpers will be asked to provide two character references before I meet them for their criminal record check and any courses are booked for them. Most coaches are parents, but some are not. Whether we know them as parents or not, I will be asking for these character references as an extra level of safeguarding.

**4.6 Vacant positions for the Committee**

The Chairman re-iterated the need for volunteers to join the committee to help spread the load as some of them are getting snowed under.

**4.7 Any Other Business**

Paul Newman suggested that we should have a coaches WhatsApp group for future communication which was unanimously agreed.