

MEETING SUMMARY

of the Pompey Supporters' Trust Board Meeting on Monday, 25th January 2016 at 6.30pm
held at Pompey Study Centre, Anson Road, Portsmouth



Board Members present: Ashley Brown (AB), Eric Coleborn (EC), Simon Colebrook (SC), Johnny Ertl (JE), Clare Martin (CM), Scott McLachlan (SM), Mike Saunders (MS), Pam Wilkins (PW)

Officers present: Assistant Secretary/Legal Advisor Jo Collins (JC), Secretary Mark Farwell (MF), Membership Secretary Steve Hatton (SH)

1. Welcome by the Chair

AB welcomed all to the meeting.

2. Apologies

Board Members: John Kimbell (JK), Mark Trapani (MT) - MT was subsequently able to attend the closing stages of the meeting

Officers: None

3. Minutes of Previous Meeting

The minutes of the meeting held on 23rd November 2015 were approved and signed.

4. Matters arising from Previous Meeting

- There are still expanded board profiles required for the website, can everyone who has still to write one please do so
- A risk assessment policy has been drafted by MF
- Members without email addresses have been called to try to obtain these. Following this a letter will be sent to the remaining members with no email to advise them that all PST communications will be via electronic means (excepting election notices). This should enable a reduction in the postage costs
- JE is investigating the potential for another fundraising bike ride this year – additionally SM/CM will investigate restarting the Pay 4 a Pompey Pal scheme

5. Correspondence

Significant areas of correspondence were:

- Event insurance is to be discontinued. The PST is covered by the PCFC policy for events within Fratton Park and the PITC policy for events in the study centre. Other events will be dealt with as they arise.
- Tom Dearie confirmed his resignation. MF has notified the FCA. It was agreed by the board that no specific vacancy is apparent and accordingly the position will be left vacant until the next election. If a skills requirement should arise beforehand, then consideration will be made to appointing another Board Member.

6. Audit Report action progress

The actions list from the audit report was reviewed. Most actions have now been completed. An open meeting will be scheduled for March 2016.

7. Assurance Framework

MF presented a draft assurance framework. Board members were requested to read this and comment on the Forum

8. PST Board Members and Officers: Profiles, Roles and Responsibilities

The role description for the Assistant Secretary was approved.

9. PST Strategic Plan

MF presented a draft Strategic Plan. Board Members are to review and discuss on the Forum

10. Risk Assessment and Management Policy

The draft prepared by MF was approved

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11. PST registered office

The registered office for the PST will be relocated to Fratton Park. The correspondence address will remain at the study centre.

12. PCFC report

A report from the latest PCFC board meeting was published on the PST Board Forum.

The financial performance of the club is on target.

The recent pitch invasions during play are a concern as these could lead to significant fines being imposed on the club. The Board was united in its concern and desire to see this behaviour stopped. If the threat of lifetime bans does not deter people from invading the pitch during play in the future, then it was felt that the club should co-operate with the Police as these actions are a criminal offence.

13. Other Reports

i. Communications

A print run of flyers and a trial period of radio advertising were approved. The EA Sports initiative is awaiting approval and should be announced soon. CM/JK are progressing work on improvements to the family section. Board members were requested to suggest fundraising activities

ii. Community

The first Pompey Amputees match will be taking place this coming Sunday

iii. Membership

SH previously circulated his report showing a slight increase in membership

iv. EC gave an update on the Wall of Fame. The project is ongoing with quotes being obtained.

v. The Secretary's report had already been covered earlier in the meeting

vi. PST spokesman's report

The ticket office will be handing out flyers for membership. JE is looking at packages of member benefits to enhance the attraction of membership

vii. MS had previously circulated an update on activities relating to stadium and infrastructure. He gave an update on the training ground where the works to enclose the academy pitches was now under way. He also illustrated some options being investigated as part of the preparatory PCFC working group for improving the capacity and facilities at Fratton Park. This work was also revealed in a recent article in The News by Neil Allen and is preparation for the next step which will be to engage with the PST Membership on the issue at the next PST Members meeting. He explained the work currently being looked at would not necessarily prejudice a future relocation if that becomes the chosen plan for the stadium.

viii. SC had previously circulated a Treasurer's report, including an Income and Expenditure account and Balance Sheet to December 2015.

The limited income of the Trust was discussed and the consequent constraints on spending that follow. It is important to either find additional sources of income or keep a tight lid on spending.

14. AOB

MT has been asked by members of share syndicates about the registration of syndicate shares. It was agreed that the shares legally had to be registered with a single real person. The syndicates were private arrangements between their members, and they would have chosen which person to register the share with. Any enquiries or wishes to change the registration will need to come from the person that registered the share and syndicate members will need to liaise with the registered holder of the share.