



BWFC Supporters' Trust

MEETING NOTES

Subject: Board Meeting
Venue: Toughsheet Stadium & Zoom
Meeting Date: 03 04 2025 @ 7.00pm
Present: Paul Wood
Terence Rigby
Alan Houghton
Robin Fletcher
Ian Pegg
Mike Smith
Sue Higson
Martin Parnell (via Zoom)

Apologies: None

1. Review of previous minutes:

Robin acknowledged that discussions to continue to push the BEE network for greater access to the stadium, continue.

2. Matters Arising

Board positions, roles and terms of office:

Robin positioned that the effective date for Board positions to have the option to extend to 3 years, following the recent AGM, needs to be agreed against the current model rules. Terence agreed to review to shape a way forward.

The **Company Secretary** role should optimally be served for 18 months / 2 years and then rotated alongside other roles to broaden experience. Robin confirmed he is happy to continue for the next term but would intend to step away from this role at the end of the term, fulfilling a 6-month handover / transition. Robin also confirmed he plans to start a project plan / calendar of events and requirements to ensure proactivity ahead of key dates.

Role of **Treasurer** – Martin confirmed he is happy to be treasurer. This wasn't challenged and therefore he is appointed, with a formal handover from Robin to be planned, following the work he has covered on an interim basis.

Role of **Chairman** – Terence confirmed he would like to stand as chair – this was approved.

3. Trust income and accounts

Trust Sponsorship:

Bolton at Home sponsorship arrangement ceases at the end of November, and this needs to be factored into planning. Ian is now building and managing the relationship with Bolton at Home.



Ian is looking to agree / confirm an amount of their sponsorship specifically to support the Youth Advisory group – looking for a figure of £300/£400. Mike asked if anyone was aware of grant funding to apply for, in support of initiatives specifically for young people in the community. Ian to review.

Finance & Finance protocols:

At the time of the meeting, there is circa:

£6038 in current account

£13,414 in the fighting fund

£4,833 – in interest bearing account

Robin declared he has 2 legacy invoices outstanding:

- 2 May 2023 for 4 places at EOS dinner previously paid for. Club have been asked for a copy of the invoice, to be validated.
- £600 outstanding Sponsorship of B team player as historically agreed with Ian. The Board agreed to pay this invoice, but all future invoices and spend requests will follow a specific protocol with approval limits.

Robin and Martin proposed a new protocol for all spend requests and invoicing now both have access to the Trust's bank accounts, as follows:

- Any payment of up to £500 requires approval from the Trust treasurer and secretary
- Any payment between £501 & £1000 needs approval from the Trust treasurer, secretary and one other Board member
- Any payment over £1000 needs approval from the majority of Board members
- All payments will be made by the treasurer unless unavailable; in which case the secretary will make the payment
- Any new initiative likely to incur costs will be discussed by the Board, shared with members where required, and the associated spend approved by a majority of the Trust board, with a full audit trail.

4. Youth Advisory Board

Ian confirmed next meeting is 5pm, 29th April, and requested as many Board members to attend as possible. There will be a presentation at the meeting which will include input from members of the YAG on their hopes for heritage projects that appeal to and can involve younger supporters. One YAG member has already expressed an interest in working within the heritage project as part of any stadium tours in the future.

5. Heritage projects

Alan has continued discussions with Mike Gethin along with Ian about heritage projects for the Trust to lead. Alan confirmed Simon Marland wants to do something for the 150th anniversary, with former players already showing interest in planning ahead for this significant milestone in the Club's history. As the YAG are also interested in this project, they can play a key role in influencing how the project develops with support from the Trust.

6. Fanzone

Board members are aware that scoping work is being undertaken to further develop the fanzone for next season with a suggestion of moving the Trust cabin from its current position to an area closer to the steps down to the Club shop, with greater potential footfall. Requirements and logistics would need to be scoped and managed with the Club; and a separate project for the Trust to consider how to leverage profile, run initiatives, canvassing etc.



7. EOS awards

Robin confirmed that nominations close on Monday 7th. With Trafford Centre's sponsorship comes the need to ensure sufficient promotion of their involvement; and the requirement for the Club to also ensure their Brand is promoted in the event programme and any publicity. Robin has said he's aware the Club will need to raise the profile. Current ticket allocation for the Trust table on the night is to:

- 4 representatives from the Trafford Centre
- 2 representatives from Bolton at Home
- 2 for the recipient of the award & their guest
- 2 Trust board members purchasing their own tickets

8. Forward planning

Robin to do milestone plan of key events, timings etc to share across Board members

9. Club Meetings

The next Structured dialogue meeting is 11th April – agenda items for far:

- Progress on ambassadors
- Potential for an away fans fanzone
- The experience of some disabled fans at Wigan – Robin provided an update that he had been in contact with our GMP liaison officer who was also concerned based on what he had heard in the 24 hours since the game. Given the recency of events, it was clear that the facts needed to be established in full before further engagement and debrief – to include both clubs GMP liaison officers, the Club, the Trust, and BWDSA

Robin will arrange for an e mail to the Trust database inviting any items to raise at the next meeting, along with a social media post requesting input.

10. Any other business

- Rota for fanzone – Paul, Ian, Sue – next 3 home games
- Matchday programme input – request from Alan to ensure deadlines are observed
- EOS programme – Robin asked Alan to find out when content for the programme is needed

Next Board meeting date:

Thursday June 26th 2025