

**KLFC Supporters Trust
Working Committee
Crown & Mitre
Monday 1st June 2009**

MINUTES

Attendance	
Richard Watson Neil Timms (Chair this evening) Julian Gamble Jamie Heaphy	Lynsey Rout Ken Rout Ray Sherring

		Action
1.	Declaration of Conflict of Interest There were none.	
2.	Apologies Tony Mowles	
3.	Minutes from last meeting: No minutes from previous meeting.	
4.	Identification of Agenda Items Exempt Under the Freedom of Information Act There were none.	
5.	No matters arising from previous meeting.	
6.	Review of previous meeting – NT – all media aspects covered from last meeting. JG met Gregg Plummer last Friday, discussed Small piece in Citizen, will be in next week too, plus larger piece prior to meeting on 11 th . Paddy Davitt interested from EDP. KLFM interested. NT to speak to KLFM and Radio Norfolk 2-3 days prior to meeting on 11 th . JG to discuss with Nick Bowler re mention on local Sports Report. On front page of website. Continue to use Facebook. RS - 25 plus posters around the town. All to continue to put posters up and promote meeting.	ALL
7.	IPS or Ltd Company – PE, SD prefer IPS (Industrial Provenance Society). Both are legal entities, they are both financially regulated. IPS is similar to a Building Society. KLFC is currently a Ltd Company. The majority share holder	

	<p>has the greater say. With the IPS, this is not the situation. You cannot buy more than 1 share. Both need audited accounts. Directors of IPS are responsible for the ST to be run according to FSA standards. There is individual liability. There is also indemnity insurance available. Accounts must be put in at certain times. Both are used in business. The SD has strict regulations, and these must be followed. Whichever type is followed, need to be fair, equal and non-elitist. Mutually for the benefit of the members. Main issue is that there is personal liability with an IPS. 3 main aims of first meeting – what it is, understanding of and skills base. There is an example about Wimbledon in the folder. One person one share! This will always be independent of the football club. Agreement this evening to be IPS.</p>	
8.	<p>Preparation for Public Meeting:</p> <p>8.1 Venue confirmation – JG will confirm will Kevin Kingham this week.</p> <p>8.2 Agenda – start time, Alistair Cox needs to know timings. Introduction, (AC) Brief Statement, SD, other Clubs, us, question and answer session, vote!</p> <p>8.3 Guest Speakers – Mike Reynolds and Mr. Eaton attending from Norwich, awaiting final confirmation from Cambridge City, 10 minutes for each Club to speak. Confirmation from Dave, Chair of Cambridge United ST.</p> <p>8.4 Chair Appointment for meeting. – Alistair aware.</p> <p>8.5 Preparation meeting with Alistair – NT will arrange meeting before the night. JG to arrange PA.</p> <p>8.6 Meeting set up team – head table – SD, the 3 trusts (query 4 people), AC, our spokes person NT, to be at Club at 6pm at present. Other working party members to sit near front. Test PA</p> <p>8.7 Door person appointment – RS and JH. SD brochure to be put on each table – RS to organize these brochures.</p> <p>8.8 Preparation for opening speech and answers to key questions. Agreed statement “This evening’s open meeting</p> <p>8.9 Formal invitations – NT agreed to send out invitations – Henry Bellingham, Nick Daubney, Richard Smith, Elizabeth Nockolds, KR to contact Roger Everett, JH to contact new Councilors (Chase). Invites to be sent to the Board – Ken Bobbins, Jimmy Suckling, Colin Nichols, Tim Coates, Simon Pomfret, and Neal Featherby.</p> <p>8.10 Communications with SD – RS already contacted, awaiting reply, will inform us.</p> <p>8.11 Any other concerns – Kevin Chase JH will invite – statement will cover this. Richard Wiley.</p>	<p>JG</p> <p>NT JG</p> <p>RS</p> <p>NT/KR/JH</p> <p>JH</p>
9.	<p>Appointment of “Directors In Waiting”</p> <p>Assign potential roles -</p> <p>Responsibilities of key roles – Secretary – most important role, does not have to be a Director. Skills required – “conscience of the organisation”. Chair, needs electing yearly, co-ordinates, guide, sets the tone for the organisation. Elected at the AGM. RS to confirm that the Club can be used for future meetings. JG to provisionally book next meeting for the following week.</p> <p>Treasurer – requires other people, needs dual control (deputy?) CEX, organising sub committees. There are 4 willing to step into the main roles, and 1 as an interim to make it quorate if necessary.</p>	<p>RS JG</p>
10	<p>AOB</p> <p>The Steering Group will fill in the skills forms on the 11th.</p>	

	<p>Need to find an Auditor if voted yes on 11th. This will be up for reconsideration at the first AGM. RW to speak to Jez – can he recommend an Auditor.</p> <p>Membership Fees – Query Family, Adult £10, Concessions (Child, OAP) Is this yearly, or a one-off payment. A life-time member, but need to pay yearly to renew voting right. The £10 fee is looking favourable.</p> <p>Gordon Chilvers, not attending meetings due to work pressures, but query his involvement.</p> <p>Some Board members requested a meeting with NT on Thursday. Agreed that possibly willing to meet after the 11th if the ST is voted in.</p> <p>Send to NT and NT the Opening Statement and letter to K Bobbins.</p> <p>To be named Trust Working Group.</p>	RW
11	<p>Next Meeting: 11th June Venue: Blue & Gold 7pm</p>	

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