

# HEJ Committee meeting



## **MEETING DATE:**

July 2021

Venue: Virtual meeting held via Zoom

## **MEETING ATTENDEES:**

Leon (Club Secretary) /  
Matthew Keech (Chairman) /  
Victor Kuzin (Club Welfare Officer) /  
Vince Geneva (Club Treasurer) /  
Enock Kiprono (Web Master)

Leon club secretary chaired the meeting and went through the meeting agenda stated below. Updates were provided by all committee members on each agenda item during the meeting.

## **AGENDA:**

### **1. Club affiliation and Registration**

The club currently has 30 players registered between 4–6-year-olds. This is a great achievement for everyone involved in setting up the club since 2018. Leon said once the football club moves to a permanent Training venue in September, we would like to increase the training group numbers for all the age groups sessions and to make the club more sustainable longer term.

Leon wants to split the sessions into age groups from September 2021, open training sessions for 6–7-year-olds will be held at least twice a week during the weekdays. The 4–6-year-olds will continue to train once a week on Saturday mornings. Victor, James, Enock will run these Saturday morning sessions and Leon will continue to assist when he's not managing league games for the u7's. Leon would also like to consider holding half term school camps when there are more club members.

Leon reminded all the club committee members about the importance of registering their personal contact details for their profiles onto the FA Whole game system and completing the mandatory online safeguarding / Respect and welfare courses. Leon and Victor have completed the welfare officer courses recently so the club is not far from being approved by the FA and being given an affiliation number. First aid courses to be booked for all committee members.

Victor has now checked all the committee members DBS applications. Leon explained the club registration will not be approved until all committee members are Fully DBS checked. The club has covered all the DBS costs for committee members. Club will need to arrange for Victor and Enock to attend level 1 coaching courses in 2022 so they can set up next year's under 7's team. Leon will be monitoring the courses which need to be completed by volunteers.

### **2. HEJ Reds u7**

The club are looking to register one u7's team in the Milton Keynes MKDDL league in September 2021. Leon will be the registered manager and assisted by parent volunteers and the

games will be held on Saturday mornings 5v5 games. We will be requesting club and personal accident and liability insurance through the FA directly. Leon and Victor have been arranging non-competitive training games against other teams over the last two months which have gone well. Medals have been given to all participants.

Leon advised the meeting that he was looking to register between 8-10 players for the u7 team. Vince has donated the 12 adidas football kits he won through the online competition. The HEJ club logo which Enock and James created is being embroidered onto the kits along with the club Flinn construction logos by first avenue supplies.

### **3. Training equipment**

Leon said he is keen to order new footballs, training equipment, training bibs, poles, cones, respect markers and to order new HEJ training kits for all club members. Portable floodlights for winter training to be looked at. Leon advised the meeting that Gary and Vikki recently sponsored 15 Flinn construction red Joma training kits.

### **4. Training facilities**

Victor recently made contact with Giffard Park Primary school with the view of booking the school as our permanent Training base as from September 2021. The school is currently available for pitch hire, but they required proof of DBS and public liability insurance policy. Victor will follow this up.

### **5. End of year Presentation**

Matt has sponsored the presentation day for the whole club, we ordered 30 personalised HEJ trophies from an online supplier. We have booked 30 kids for gravity trampoline on 31st July 2021. Creams Dessert parlour in the Escape has agreed to let us hold the first annual presentation event there. Ice creams have been pre-order for all the members.

### **6. Club Website - [www.hejfc.com](http://www.hejfc.com)**

James and Enock have been working hard together to design and create the club website. It has been taking time to create and upload all the relevant material and content. Leon explained he would like sections for club information/ football club polices/ payment page / club official details

### **7. Club finances**

The club has recently introduced a £10 monthly membership for all players to help cover all the future costs and outlays. Leon wants to keep the club membership as low as possible, so the sessions are inclusive but trying to provide good training facilities. Players can attend all the appropriate sessions for their age group as long as their membership is paid at the beginning of each month.

Vince is tracking all the monthly payments online and has now set up an online Monzo bank account so all parents can either pay the monthly money via PayPal or directly to the account. The club balance stands at £285. Leon and Vince had the bank cards for this account.

## **8. Safeguarding matters**

Victor is the club welfare officer. Leon has written safeguarding policies for the club which have been uploaded onto the club website. There have been no new safeguarding issues reported. Every parent will complete a registration form at the presentation event on the 31.07.2021 and each parent will be given a hard copy of the football club safeguarding policy.

## **9. League meetings**

Everyone agreed that committee members will attend some league meetings virtually and in person.

## **10. Any other business**

Leon did not extend the pitch and training booking at the power league due to the increase in pitch hire costs from £30 to £45 per session. Leon also wanted to increase the training sessions to twice a week. The sessions at Brownwood have been going well as the pitch costs £9 per session.