

## AGM minutes of meeting

Date: 11 March 2017

Venue: Hinchingsbrooke Country Park Countryside Centre, Huntingdon.

### Agenda

- Apologies (Rosalind Innes, Geoff Hopcraft, David Barrett-Hague, Simon Moore, Jez Bottley)
- Minutes of previous AGM
- Club finances
- Setting of fees
- Club charity
- Chairman's report
- Election of officers to the Management Committee (led by Gilles)
- Other business

<p><b><u>Introduction</u></b></p> <p>David welcomed the attendants and thanked them for showing their interest in what is happening in the club.</p> <p>David introduced Paul Sinton-Hewitt who kindly accepted our invitation to attend our AGM and awards ceremony.</p> <p>Paul took this opportunity to highlight the amount of work that goes on in organisations like parkrun and any running club and it happens thanks to volunteers working in the background. The message is thus that unless you get involved in what is happening in the background you have no idea how much work takes place and stressed how important to get involved.</p>	
<p><b><u>Approval of the minutes of the last AGM meeting</u></b></p> <p>Phil Pearson proposed the approval of the minutes, seconded by Alan Hannibal.</p> <p>No questions were asked about matters arising from the minutes of the last AGM.</p>	
<p><b><u>Club finances</u></b></p> <p>Sarah confirmed that the Club has broken even over the last year, which is no mean achievement considering the turnover and the amount of investment that has been made in the club.</p> <p>At the end of February 2017, there was a healthy balance of £8216.79 in the current account, but this figure will decrease to the end of March before the membership fees start coming in, the main source of income. Additionally there was £1670.86 in the deposit account.</p> <p>The turnover in FY 16/17 was £31,333.55, which was across approximately 900 transactions.</p>	

<p>Over the year the committee has developed processes to increase transparency and traceability of financial transactions. Online banking has been introduced and cashless payments are hoped to be introduced. For expenditures above £100 there is now a process which includes a committee review mechanism, there is also a process for setting fees, e.g. membership, track, swimming.</p> <p>Another change is the introduction of budgeting, particularly for coaching, events etc, to improve the visibility on where the money is spent, to understand financial risk and to enable the best use to be made of the clubs income.</p> <p>No questions came from the attendees.</p>	
<p><b><u>Membership</u></b></p> <p>Alice said that the club membership fee will remain unchanged apart from the EA registration fee that increases and this is beyond our control.</p>	
<p><b><u>Chairman's report</u></b></p> <p>For David, this has been a very busy and enjoyable year as chairman with some occasional times of stress.</p> <p>David acknowledged the effort put in by race directors, event organisers and their teams.</p> <p>The Ouse Valley Way was a success and the Duathlon has been running successfully for 5 years.</p> <p>The duathlon will be organised by Karen Charman and will take place from Alconbury Social Club on 22 October 2017. We are in negotiations to have a sponsor for the event.</p> <p>Another high point of the year was Rosie Swale-Pope's evening.</p> <p>David extolled the virtues of volunteering and supporting the activities of the club like coaches, marshals, charity fundraisers in fact everyone who gives their time and energy to the club on behalf of its members.</p> <p>The club also supports initiatives in the community to help homeless people and has been invited to join a group which will support people with mental health problems through running.</p> <p>We invested in equipment:</p> <ul style="list-style-type: none"> <li>- Event shelter,</li> <li>- Club flags (David presented the design of the 4.5m flags)</li> <li>- Race equipment</li> <li>- Club kit</li> <li>- Strength &amp; conditioning equipment</li> <li>- Data projector</li> </ul> <p>We have worked with Orca as the sole supplier of our sports kit but have encountered difficulties with the company failing to supply within agreed timescales. We hope to see an improvement and they have shown goodwill by offering a donation to the Junior section as well as assurances that the service will be up to standard.</p>	

<p>We are an affiliated club but we are surrounded by non-affiliated groups that offer coaching as well as friendship and support to their runners. David emphasised the need to understand what makes BRJ uniquely attractive. BRJ has a justified reputation as being friendly and inclusive. David that on this foundation we can enhance how we organise ourselves, our club governance, our ability to plan, and increase what we have to offer our members.</p> <p>These are the areas that Sport England assesses to award the Club Mark and we will endeavour to gain this award.</p> <p>The club will have invested £10585 in Coach development by 2020 to have coaches helping seniors, juniors and multi-sport.</p> <p>This year the club has raised £3708.60 so far for the club charity Papyrus, also Papyrus won a grant from Aviva thanks to club members voting.</p> <p>This year 5 charities have been nominated, Sarah &amp; David read the submissions for the people who were excused.</p> <p>Nominated charities are:</p> <ul style="list-style-type: none"> <li>- Alzheimer Society</li> <li>- Breast Cancer Care</li> <li>- Fusion</li> <li>- Myaware</li> <li>- STEP Young Carers</li> </ul> <p>STEP Young Carers was selected by the support of a substantial majority of the votes cast.</p>	
<p><b><u>Committee election</u></b></p> <p><i>Chairman</i> David Newton Proposed by Phil Pearson, Seconded Sarah Watts</p> <p><i>Secretary</i> Gilles Corby Proposed by Michelle Casperz, seconded by Clare Ashton</p> <p><i>Club Captain</i> Alan Hannibal Proposed by Melanie Fowler, seconded by Paul Mitton</p> <p><i>Treasurer</i> Sarah Watts Proposed by Alice Noyes, seconded by Michelle Casperz</p> <p><i>Social Secretary</i> Mel Fowler Proposed by Phil Pearson, seconded by Sarah Hall</p> <p><i>Communications Officer</i> Vacant</p> <p><i>Kit Officer</i> Kate Ruddock Proposed by Alan Hannibal, seconded by Jackie Wren</p> <p><i>Results coordinator</i></p>	

<p>Mike Gullis Proposed Sarah Watts, seconded by Marco Wassersleben <i>Membership Secretary</i></p> <p>Alice Noyes Proposed by Karen Charman, seconded by Alan Hannibal <i>Fund raising Officer</i></p> <p>Vacant wait until charity agreed <i>Training Coordinator</i></p> <p>Chirag Godhania Proposed by Mel Fowler, seconded by Paul Mitton <i>Junior Representative</i></p> <p>Rachel Miller Proposed by Debbie Rostant, seconded by Karen Charman <i>Triathlon Coordinator</i></p> <p>Pippa Burns Proposed by Rachel Miller, seconded by Sarah Kelman <i>Welfare Officer</i></p> <p>Govinda French Proposed by Karl Taylor, Kat seconded</p> <p><i>Multi sports championship</i> Karen Charman <i>Frostbite Liaison</i></p> <p>Claire Few Proposed by Cy Gearing, seconded by Frankie Lasman</p>	
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