



## **CAMBRIDGE SOUTH HOCKEY CLUB**

### **ANNUAL GENERAL MEETING**

**~ 2016 ~**

Held on: Monday 4<sup>th</sup> July, 8.00pm  
at: Cantabs Rugby Club, Cambridge

### **MINUTES**

Present: Tom Anns, David Aston, Rob Barton, Lauren Brown, Jan Brynjolffssen, Lou Cantwell, Jack Chalk, Kim Cool, Simon Cooper, Serin Dabb, Liz Dunsby, Alasdair Edge, Laura Edge, Douglas Gibson, John Greaves (chair), Jim Hockley, Georgina Howling, Hannah Kenyon, Dani Kilsby-Steele, Oliver Lamming, James Mathews, Sophie McComish, Chris Pearson, Ania Rygielska, Matt Saint-Gower, Neil Sneade, Colin Troll

Resolutions of the Club are shown underlined.

#### **I. Quorum**

1.1. The presence of a quorum was confirmed.

#### **2. Honorary Secretary's report**

2.1. A generally successful season on the pitch:

- 2.1.1. M1 - CHAMPIONES! Won Div 3NW with 20 wins from 22 and a solitary (avenged) defeat, runaway champions by 11 points. Will be off to Norfolk and Suffolk in Div 2N next season.
- 2.1.2. M2 - carefully finished as high as possible without risking promotion: 4<sup>th</sup> in Div 4NW (one place above Cambridge City).
- 2.1.3. M3 - in an almost exact replica of the M2s' season, also carefully finished as high as possible without risking promotion: 4<sup>th</sup> in Div 5NW (one place above Cambridge City).

- 2.1.4. M4 - achieved their aim of moving to a league division where they will be more competitive - 11<sup>th</sup> in Div 5NW. As it turned out, the entire bottom half of the division are being relegated so they could have risked a few more wins.
- 2.1.5. L1 - Finished one place off promotion for the third season in a row, 3<sup>rd</sup> in Div 3NW. Desperately trying to avoid more trips to Lincolnshire. News is that Horncastle are coming up from Div 4(N) next season though.
- 2.1.6. L2 - 5<sup>th</sup> of 13 teams in Div 4NW(S); continuing to improve steadily.
- 2.1.7. L3 - 12<sup>th</sup> of 13 teams in Div 4NW(S); a difficult year with just a single league win, but have successfully introduced many new players to the club.
- 2.1.8. Mixed XI - Successfully arranged a regular schedule of fixtures against familiar and new opponents (including Saffron Walden U16 Girls). 3 wins, 3 defeats and a successful new Summer Mixed 7s tournament (see further below).
- 2.1.9. Summary - 1 promotion, 1 relegation, 5 unchanged, beat the U16 girls.
- 2.2. Training - continuing to juggle the challenges of scheduling and coaching availability. Looking at arrangements for next year and possibility of adding some regular player-coaches to our midweek sessions, to give 2 coaches for both evenings.
- 2.3. Socials - Generally well supported pub and curry socials. The Annual Dinner returned to Clare College due to atmosphere and availability of the cellar bar. A record 102 tickets were sold, beating the previous record of 85 set last year. We filled the lower tables! Thanks to Cath and Emma for all their efforts.
- 2.4. Juniors - New Juniors section starts on 10<sup>th</sup> September and will follow the hockey season. Will run 9-10am on Saturday mornings, ahead of our senior teams' matches which start at 10.30 each week. It will be aimed at children from around 6 or 7 up to age 12. Player-coaches to assist the training are wanted - will be offered the same rate as umpires (i.e. £8 per session) and will also receive an official club coach training top.
- 2.5. Other developments:
  - 2.5.1. Looking at renewing our agreement with Long Road for a multi-year term, discussing 3-5 years.
  - 2.5.2. Are informed that a water fountain will be installed by the changing rooms.
  - 2.5.3. Looking at options for pitch-side dug-outs. Cost is ~£4000 plus installation. May be able to help fund it jointly with Long Road, depending on availability of grants to support club activities such as Juniors.
  - 2.5.4. A new kit shed was installed by the pitch - a big improvement on the plastic box and already much-used.
  - 2.5.5. Are renewing arrangement with Cantabs to use the club house for another year.

2.5.6. Inaugural Summer Mixed 7s tournament was a great success - 8 teams and almost 100 players took part across the 5 Thursday evenings in June. Cup competition was won by St Ives, Plate competition by Colin's "TFI Thursday" team.

2.5.7. Back to Hockey starts this week, running on Wednesdays before Pay & Play.

2.5.8. Pre-season fitness sessions will be held at the Long Road pitch 6.45-7.30pm before Summer Hockey, on Thursdays in July and on Wednesdays in August.

### **3. Honorary Treasurer's reports and approval of accounts**

3.1. Good financial performance. Club finished the season with £16,573 in the bank with a surplus for the year of £2,867. However, this includes a surplus from Pay & Play/Summer Hockey of £3,139, meaning the club's core activities incurred a loss of £272.

The club has purchased a further stock of playing shirts for resale to new members and so further significant expenditure on this should not be required for a while. The club will need to buy a new Ladies goalkeeping kit for the new season, as the oldest of the three current kits is now end-of-life.

See attached Financial Summary for full details.

3.2. Forecast for next season is for a surplus of £2,638, based on continuation of current arrangements and 7 league teams.

3.3. Treasurer's recommendations:

3.3.1. Continue to aim for an annual surplus, to build a reserve for unexpected costs and occasional capital expenditures.

3.3.2. Leave fees and subs unchanged for next season.

### **4. Subscriptions and Match Fees for 2016/17**

4.1. The Men's fees were maintained at £9 (£4.50 unwaged) and subs at £100 (£40).

4.2. The Ladies' fees were maintained at £8 (£4) and subs at £100 (£40).

### **5. Election of Officers**

5.1. Chairman – Lou Cantwell and John Greaves were nominated. After a show of hands John Greaves was elected.

5.2. Honorary Secretary – Neil Sneade was nominated and elected.

5.3. Honorary Treasurer – Douglas Gibson and Louise Walker were nominated. After a show of hands, Douglas Gibson was elected.

5.4. Fixtures Secretary – Jan Brynjolffsen was nominated and elected.

5.5. Umpires' Liaison Officer – Ania Rygielska was nominated and elected.

- 5.6. Training Co-ordinator – Hannah Kenyon was nominated and elected.
- 5.7. Communications Officer – Graham McCulloch was nominated and elected.
- 5.8. Men's League Liaison Officer – Rob Barton was nominated and elected.
- 5.9. Ladies' League Liaison Officer – Louise Tonkin was nominated and elected.
- 5.10. Men's Social Secretary – Ali Edge was nominated and elected.
- 5.11. Ladies' Social Secretary – Meg Barne was nominated and elected.
- 5.12. Men's 1<sup>st</sup> XI Captain – Jim Hockley was nominated and elected.
- 5.13. Men's 1<sup>st</sup> XI Vice-Captain – Stuart Rimmer was nominated and elected.
- 5.14. Men's 2<sup>nd</sup> XI Captain – Simon Cooper was nominated and elected.
- 5.15. Men's 2<sup>nd</sup> XI Vice-Captain – Tom Anns was nominated and elected.
- 5.16. Men's 3<sup>rd</sup> XI Captain – Jan Brynjolfssen was nominated and elected.
- 5.17. Men's 3<sup>rd</sup> XI Vice-Captain – Ed Boggis was nominated and elected.
- 5.18. Men's 4<sup>th</sup> XI Captain – John Greaves was nominated and elected.
- 5.19. Men's 4<sup>th</sup> XI Vice-Captain – Howard Steed was nominated and elected.
- 5.20. Ladies' 1<sup>st</sup> XI Captain – Lou Cantwell was nominated and elected.
- 5.21. Ladies' 1<sup>st</sup> XI Vice-Captain – Sophie McComish was nominated and elected.
- 5.22. Ladies' 2<sup>nd</sup> XI Captain – Dani Kilsby-Steele was nominated and elected.
- 5.23. Ladies' 2<sup>nd</sup> XI Vice-Captain – Lauren Brown was nominated and elected.
- 5.24. Ladies' 3<sup>rd</sup> XI Captain – Laura Edge was nominated and elected.
- 5.25. Ladies' 3<sup>rd</sup> XI Vice-Captain – Hannah Brown and Liz Dunsby were nominated. After a show of hands, Liz Dunsby was elected.
- 5.26. Men's Mixed XI Co-Captain – Colin Troll was nominated and elected.
- 5.27. Ladies' Mixed XI Co-Captain – Sophie McComish and Laurie McKenzie were nominated. After a show of hands, Sophie McComish was elected.

## **6. Any other business**

- 6.1. Jan stated that he had informally taken on responsibility for collating match reports from the league teams each week and producing a summary to be submitted for publication in the Cambridge News by 1pm on Monday. Currently, this would fall within the Communication Officer's role but in practice that role is focused on the club web site.

Jan indicated that he would prefer to hand over this job and it was proposed that a new Committee position of Press Officer be created to assume this responsibility. Candidates for the position would then be sought and a person appointed by the Committee at the next Committee meeting, under the Committee's powers to fill vacant positions *pro tem*.

A proposal to create a Committee position of Press Officer, to be filled by the Committee when a candidate has been identified, was voted on and approved.

- 6.2. Jan raised a question regarding the scope of activities that club general funds may be spent on.

Club funds are commonly spent on equipment or activities that are required by or offer benefits available to all members, e.g. coaching costs, pitch hire, league fees, match teas, balls, training equipment, goalkeeping kit, pitch shed, team shirts, etc. All payments must be authorised by the Treasurer and, for expenditures of over £300, a second officer.

From time to time, a question arises regarding the spending of club funds on equipment or activities that benefit only one section of the club, e.g. entry fees to the East Men's Indoor competition (elite level for MIs only), having a coach attend a league game, or buying face masks for the MIs who are more likely to be facing drag-flickers in Div 2N next season. The question was whether such costs should be borne by the club from general funds, or paid separately by that part of the membership which benefits from the expenditure.

It was agreed that, where possible, equivalent spending should be made available to the rest of the club to preserve the principle of fairness and equal treatment, e.g. if a team would like a coached game, the same should be available to all teams (but not required to have one if they do not wish it).

Where it is not possible to offer the same or a similar benefit to the rest of the club - e.g. the East Men's and Ladies' Indoor competitions are elite level and no local indoor competitions exist for lower level teams to enter - then it was proposed that expenditure of general club funds for the benefit of only a section of the club membership be permitted subject to approval by the Committee on a case-by-case basis.

**The meeting was declared closed at 10pm.**

## CLUB OFFICERS 2016/17

### Elected Officers

The Officers elected for the 2016/17 season were as follows:

•Chairman:	John Greaves
•Honorary Secretary:	Neil Sneade
•Honorary Treasurer:	Douglas Gibson
•Fixtures Secretary:	Jan Brynjolfssen
•Umpires' Liaison Officer:	Ania Rygielska
•Training Co-ordinator:	Hannah Kenyon
•Communications Officer:	Graham McCulloch
•Press Officer:	[vacant]
•Men's League Liaison Officer:	Rob Barton
•Ladies' League Liaison Officer:	Louise Tonkin
•Men's Social Secretary:	Alasdair Edge
•Ladies' Social Secretary:	Meg Barne
•Men's 1 <sup>st</sup> XI Captain:	James Hockley
•Men's 1 <sup>st</sup> XI Vice-Captain:	Stuart Rimmer
•Men's 2 <sup>nd</sup> XI Captain:	Simon Cooper
•Men's 2 <sup>nd</sup> XI Vice-Captain:	Tom Anns
•Men's 3 <sup>rd</sup> XI Captain:	Jan Brynjolfssen
•Men's 3 <sup>rd</sup> XI Vice-Captain:	Ed Boggis
•Men's 4 <sup>th</sup> XI Captain:	John Greaves
•Men's 4 <sup>th</sup> XI Vice-Captain:	Howard Steed
•Ladies' 1 <sup>st</sup> XI Captain:	Lou Cantwell
•Ladies' 1 <sup>st</sup> XI Vice-Captain:	Sophie McComish
•Ladies' 2 <sup>nd</sup> XI Captain:	Daniella Kilsby-Steele
•Ladies' 2 <sup>nd</sup> XI Vice-Captain:	Lauren Brown
•Ladies' 3 <sup>rd</sup> XI Captain:	Laura Edge
•Ladies' 3 <sup>rd</sup> XI Vice-Captain:	Elizabeth Dunsby
•Men's Mixed XI Co-Captain:	Colin Troll
•Ladies' Mixed XI Co-Captain:	Sophie McComish

PROFIT & LOSS				
Item	Income	Expenditure	Net	Prev
Affiliation Fees	-	2,784	- 2,784	- 2,778
Annual Dinner	4,941	4,786	155	5
Awards	-	325	- 325	- 265
Coaching	-	3,195	- 3,195	- 3,190
Equipment	-	962	- 962	- 1,251
Fundraising	161	-	161	329
Insurance	-	185	- 185	- 191
Kit	3,280	6,767	- 3,487	- 3,148
Match Fees	13,227	77	13,150	12,271
Misc	-	327	- 327	- 393
Pay and Play	5,836	2,643	3,193	1,595
Pitch Hire	-	6,110	- 6,110	- 6,078
Social	1,040	1,008	32	130
Subs	11,935	100	11,835	11,319
Teas	-	4,294	- 4,294	- 4,198
Training Pitch	-	3,315	- 3,315	- 3,205
Umpires Fees	-	674	- 674	- 479
TOTAL	40,420	37,553	2,867	474

Balance sheet as at 31 March 2016

-	£	£
<b><u>Assets</u></b>		
Cash	16,573	
Debtors	3,002	
Prepayments	100	
<b>Total assets</b>	<b>19,675</b>	
<b><u>Liabilities</u></b>		
-		
Trade creditors		3,423
<b>Total liabilities</b>		<b>3,423</b>
<b>Total assets less total liabilities</b>	<b>16,252</b>	
<b><u>Equity</u></b>		
Current year profit		2,867
Accumulated profit		13,385
<b>Total equity</b>		<b>16,252</b>

Key points

- **Making a profit of £2,867.**
- **Numbers up in members**
- **Match fee collection better again**
- **Pay and play again very well attended**
- **No need to increase fees**



### **Notes to the accounts**

- 1) **Affiliation** : England Affiliation slightly up, east slightly down (1 more team originally last year)
- 2) **Annual dinner**: Just better than break even
- 3) **Awards**: Cost slightly more than last year
- 4) **Coaching**: In line with prior year. Less cancelled sessions but paid more to “part time coaches last year”
- 5) **Equipment**: Almost £600 on the new storage box. Includes £50 for junior sticks.
- 6) **Fundraising**: Slightly down
- 7) **Insurance**: In line
- 8) **Kit**: Less on keeper kit vs prior year but more on the new shirts etc. Should be through the worse of this now.
- 9) **Match fees/teas**: Really good. See detail below:

Match Fees	
M1	2,157.50
M2	1,972.50
M3	1,662.56
M4	1,529.35
M5	0.00
L1	1,571.96
L2	1,893.00
L3	1,547.02
Mixed	816.00
Total	13,149.89

- 10) **Misc**: Slightly down
- 11) **Pay and Play**: Income up nearly £2k vs last year, more summer sessions and better collection. Got charged for everything we did this time around.
- 12) **Pitch Hire**: In line
- 13) **Social**: In line with last year

**14) Subs:** Membership details below

	Waged	Student	Discount	Total
Mens	53	11	6	<b>70</b>
Ladies	47	15	12	<b>74</b>

**15) Training Pitch:** Roughly in line

**16) Umpire Fees:** Rate went up

Forecast overleaf

Description	Forecast	2015	Reasoning
Affiliation Fees	- 2,784	- 2,784	Similar to prior year
Annual Dinner	-	155	Break even
Awards	- 325	- 325	As before
Coaching	- 3,795	- 3,195	25 sessions, 1 coach for men, 2 full time coach @ £30 an hour, plus each team with one coached game for 2 hours
Equipment	- 962	- 962	As before
Fundraising	161	161	As before
Insurance	- 185	- 185	As before
Kit	- 2,110	- 3,487	£1k new goalie kit, 47 new shirts ordered January, 20 new members paying for shirts, 15 shirts backup for teams
Match Fees	13,150	13,150	Similar number of teams and matches to last year
Misc	- 534	- 327	2 year group space renewal
Pay and Play	3,072	3,193	This year's costs include tournament and also back to hockey running. Increased attendance expected to continue.
Pitch Hire	- 6,013	- 6,110	12.5 home games per team, 7 teams, plus 5 mixed matches. No rate hike
Social	-	32	Break even
Subs	11,835	11,835	As before
Teas	- 4,525	- 4,294	12.5 home games per team, 7 teams, plus 3 mixed matches @ £50
Training Pitch	- 3,673	- 3,315	1.5 hours each for men and ladies, 25 sessions each, no rise in prices. Also 8 weeks' pitch hire for pre season fitness.
Umpires Fees	- 674	- 674	As before
<b>TOTAL</b>	<b>2,638</b>	<b>2,867</b>	