



## Minutes of Annual General Meeting 2015

<b>Date:</b>	5 October 2015
<b>Time:</b>	19h30
<b>Place:</b>	Grantham Cricket Club

<b>Attendees:</b>	Louise Cann, Sophie Hunt, Karl Hunt, Blake Hutchinson, Steve Squires, Luan Hutchinson, Sophie Stanley, Phil Davies, Rob Spashett, Neal Burnham, Martin Jolly, Natalie Eastaugh, Chris Pugh, Gerry Hyde, Louise Hyde, Ove Andresen, Grethe Andresen, Mark Wilson, Julie Wilson, Louise Payne, Catherine Davies, Claire Armstrong, Chris Masters, Dave Kay, Alistair Knott, Kevin Baker, Paul Davidson
<b>Apologies:</b>	Neil Baldwin

## **1. Welcome and introductions**

The Chairman opened and welcomed all those present at the Belvoir Triathlon Club Annual General Meeting for 2015.

## **2. Review and acceptance of 2014 AGM Minutes**

The 2014 AGM Minutes were adopted and accepted as accurate. The 2014 AGM minutes are available on the website.

## **3. Matters Outstanding**

No matters outstanding from the previous AGM minutes.

## **4. Chairperson's Report**

The Chairman articulated to members present the incredible year the club has experienced and that it has been an honour and a privileged for him to be chair of the club for the past year, which has also seen quite a transformation.

He thanked all the committee members who deserve special mention for their dedication, voluntary contribution and time; many an evening has been spent behind the scenes making this club what it is today.

There have been several highlights throughout the year but core to the club is the fantastic coaching and encouragement that is provided by our coaches. The Chair remarked how the club has invested heavily into increasing the qualified coaching provision within the club and throughout the year have increased the number to three Level 2 coaches and two Level 1 coaches with a further one Level 2 coach and three Level 1 coaches in the pipeline. This is quite a commitment both in time and financially and The Chair thanked them for their dedication, commitment and hard work. He further thanked the club coach and sponsor Stephan Lawrence (TRI-SL) for all his help, coaching and guidance and also Paul Fowler from 100% Swimming for his support and coaching.

The Chairman made special mention of the entire club sporting achievements throughout the year. Clearly the greatest achievement was having seven members of the club representing GB at the Chicago ITU World Championships and how good is it

that three of them coach the club. Their achievement, although great is only part of the story of this club. The Chair also highlighted the members that have conquered their fear of open water, cycling or swimming; those that have completed their first 5km, 10km, half or full marathon, first sprint, middle, half or full Ironman. The Chair stressed this is an inclusive, friendly, non-judgemental club that celebrates and encourages in equal measure and is why we are so popular.

The Chair expressed the presence and identity of the club due to the club kit and clothing range, which has helped promote the club and is responsible for signing up several new members and enquiries due to the smart and distinctive branding.

Mention was made that the club has for the first time organised several events; four quality Go-Tri events were arranged which although numbers of participants were low, they were keenly attended and provided an enjoyable introduction to multi-sport events. The Chair felt the learning experience was invaluable in assisting future events that we host.

Financially the club is in a strong and healthy position having funded coaching places, purchased equipment and still has reasonable surplus despite keeping membership and subs to a minimum.

The committee have been working on a new constitution and codes of conduct and following their adoption will ensure the club has clear standards and robust powers to deal with members should the need arise.

Whilst it has been a very successful year the club cannot rest on its laurels and needs to continue the momentum absorbing some major changes in the committee and The Chair urged the committee and all present at the meeting to consider standing for or helping the committee. He stressed the importance of the club and committee remaining fresh and vigorous.

In summary, The Chair expressed it has been a great year with the club transforming into a growing, professional yet friendly club where members can get involved and contribute at all levels and abilities and we should be very proud of our collective achievements.

The Chairman ended his report remarking on how he looks forward to celebrating this, our success, at the end of season party this Friday evening.

## **5. Secretary's Report**

Unfortunately, Neil Baldwin, Secretary of the club could not attend the meeting tonight. The Chairman put on record to the meeting the splendid job done by Neil in his capacity as Secretary during 2014/2015 and is formally thanking him for all his time and effort during his post.

## 6. Treasurers Report

The Treasurer reported that 2015 has been a very successful year for the club and is reflected in the financial health of the bank account:

	<b>13th October 2015 - 5th October 2016</b>				
	Income	Expenditure	Debtors	Creditors	Balance
Clothing	£4,964.86	£3,418.63	£0.00	£1,712.00	-£165.77
Subs	£1,880.39	£20.00	£0.00	£0.00	£1,860.39
Swimming	£4,691.10	£4,170.85	£0.00	£0.00	£520.25
Relays2015	£669.00	£639.17	£0.00	£0.00	£29.83
Turbo	£354.00	£252.00	£0.00	£0.00	£102.00
BBQ	£2.16	£106.41	£0.00	£0.00	-£104.25
Xmas	£1,046.85	£1,124.05	£0.00	£0.00	-£77.20
Misc	£564.00	£12.96	£0.00	£0.00	£551.04
Equipment	£55.00	£360.42	£0.00	£0.00	-£305.42
GOTRI	£289.00	£0.00	£0.00	£0.00	£289.00
Fees	£0.00	£206.98	£0.00	£0.00	-£206.98
Advertising	-£19.50	£5.89	£0.00	£0.00	-£25.39
					-
Coaching	£910.00	£4,163.68	£0.00	£0.00	£3,253.68
Track	£425.64	£436.30	£0.00	£0.00	-£10.66
Analysis	£473.86	£0.00	£0.00	£0.00	£473.86
OW Swimming	£202.48	£240.00	£0.00	£0.00	-£37.52
Social	£0.00	£131.74	£0.00	£0.00	-£131.74
EOSP	£514.52	£0.00	£0.00	£514.52	£0.00
Cash	£19.46	£0.00	£0.00	£0.00	£19.46
AGM	£0.00	£65.00	£0.00	£0.00	-£65.00
					-£537.78

Current Account Balance	£3,279.78
Current Creditors	£2,226.52
End Of Year Surplus	£1,053.26
Coaching Payments Due	£580.00
Actual Surplus	£473.26

#### Notes:

- £260 is owed to Mark Wilson on October 18<sup>th</sup>
- £160 is owed to Gerry Hyde on December 6<sup>th</sup>
- £160 is owed to Ashleigh Graham upon completion of six months' worth of coaching

A net spend of £3250 on coaching shows the commitment to the growth of the club which still leaves £475 as a surplus at year end. We have three L1 and one L2 coach courses for 2016 at a cost of £1480, it is expected that the 2016 member subs will cover this cost. The Club has received a bursary via the #thisgirlcan promotion for 50% of one of the L1 courses.

Member subscriptions and swimming payments are the biggest “earners” for the club; along with GO-Tri and Swimming Analysis.

We hope to be able to increase the social budget in 2016 from the 2015 total of £250.

The “Misc” category covers an income of £453.17 from PayPal (mostly subs and swimming), income from prior to the 2014 AGM, which was only transferred after the AGM, this brings the Misc net income to 98.04 which mostly consists of balancing payments from the Bank into the Cash Box.

## **7. Training Co-Ordinator Report**

- A weekly-coached swim session at the Meres with four lanes booked on Mondays and is an increase from three lanes earlier in the year.
- An extra swim session is now held on Saturday mornings.
- Weekly bike ride on Tuesday evenings, whilst light remains good, and an unofficial ladies / beginners bike night on Wednesdays (during summer).
- Open water swims are held weekly at Activities Away and several special coached sessions where held by Karl Hunt, Stefan Lawrence and Paul Fowler during summer 2015.
- Turbo session held weekly on Wednesday evenings during winter in Barrowby Hall are set to continue in 2015 and into 2016.
- Weekly run sessions held on Thursday evenings from Meres. Runs are considered social runs.
- Monthly track sessions are held at Meres but only during summer. Winter track sessions are very expensive due to floodlight costs and low numbers in attendance.
- Sunday social bike rides starting from the Meres at 09h00, with a faster group departing at 08h00 (unofficial).
- There is an aim to include a Strength and Condition set – times to be finalised at the Training Meeting on Tuesday evening.

## **8. Adoption of Constitution and Codes of Conduct**

The Chairman announced the club has a new constitution. The new constitution will be available on the Belvoir Tri Club website shortly and all members will need to abide by the rules and need to complete an updated application form – all current members will need to submit this for next year too. All new applications will be put through for assessment and acceptance. The committee will be updating the constitution regularly, and on an annually basis.

## 9. Election of Committee

Position	Current / Outgoing	Newly elected / Remaining elected
Chairman	Blake Hutchinson	Blake Hutchinson Seconded: Karl Hunt - All in agreement
Secretary	Neil Baldwin	Natalie Eastaugh Seconded: Chris Pugh - All in agreement
Treasurer	Karl Hunt	Louise Payne Seconded: Catherine Davies - All in agreement
Membership Secretary	Sophie Hunt	Alistair Knott Seconded: Karl Hunt - All in agreement
Press Officer	Karl Hunt	Natalie Eastaugh Seconded: Martin Jolly - All in agreement
Social Media Officer	Karl Hunt	Catherine Davies Seconded: Louise Payne - All in agreement
Training Co-ordinator	Ove Andresen	Ove Andresen Seconded: Steve Squires - All in agreement
Events Co-ordinator	Mark Wilson	Mark Wilson Seconded: Julie Wilson - All in agreement
Club Kit Co-ordinator	Steve Squires	Steve Squires Seconded: Ove Andresen - All in agreement
Social Co-ordinator	Neal Burnham	Neal Burnham Seconded: Rob Spashett - All in agreement
Welfare Officer	Louise Cann	Louise Cann Seconded: Karl Hunt - All in agreement

The Chairman put on record special thank you to everyone outgoing for all their work and time in their roles and welcomed the newly elected members on the committee.



## **10. Any Other Business**

### **Steve Squires:**

Queried the track sessions on Thursday evenings as numbers have dwindled for these sessions. Karl Hunt responded that he has chatted to Stefan Lawrence and due to the time of the year, autumn and winter, this is not really track distance time. We should be looking at building longer base miles, and not short track distances. Another factor to consider is the cost – during the autumn and winter the cost to hire the stadium is expensive due to floodlighting. Coaches are meeting Tuesday evening to discuss alternatives.

### **Luan Hutchinson:**

Will the club be having video swim analysis? Karl Hunt responded: Yes.

### **Sophie Stanley:**

Requested feedback on the run analysis that was previously addressed using treadmills and video cameras as it was felt that the quality of the recordings made previously was not suitable for accurate feedback to athletes. Karl responded that this has not been forgotten and will be going onto the club calendar. Those that had paid previously would get the new analysis free.

### **Rob Spashett:**

What is the Go Tri plans for 2016? Steve Squires responded we are struggling with figures and some clubs also had issues with numbers attending. Marketing the Go Tri events is the hardest aspect. We do, however, receive great support despite the low numbers. Possibly a contributing fact is the time of day the event is held – typically Midday on a Sunday. We are still going ahead for 2016 using the Meres in Grantham. We have a new British Triathlon contact, and with some local business marketing in Grantham, we are hoping for higher numbers. For many these events are their first experience in a multi sport so a good first time event. Rob expressed he would like to help.

**Martin Jolly:**

Questioned how do we choose events to target? Blake Hutchinson responded that we have a club calendar that will be up to date by Christmas that will have core or targeted events listed throughout the year. Members can contact the committee through [info@belvoirtriclub.co.uk](mailto:info@belvoirtriclub.co.uk) to suggest any targeted events.

**Chris Pugh:**

Expressed that as the numbers in the club are growing, there can be a tendency for new members to 'get lost in the crowd'. Chris suggested a buddy system or structure where a key person welcomes and integrates the new member into the club. Possibly, a nominated person in each element of the club could help. Chris offered his assistance to the new membership secretary.

**Gerry Hyde:**

Addressed the safety aspect of members while out on club bike rides and social runs and suggested to the meeting the wearing of hi viz clothing on dark evenings and an introduction to road bike etiquette. Steve Squires will be looking into hi viz clothing for the club. Blake Hutchinson also mentioned that safety and road etiquette is in the new constitution/application form for new (current) members and a signature will be required confirming an understanding of the rules on safety and road etiquette.

**Mark Wilson:**

Park Run is coming to Grantham, starting 7 November 2015. The runs will take place at Belton House at 09h00 every Saturday. The runs are free, and anyone can come along. Simply register online, download and print the barcode and bring along to the event. Mark asked the meeting if the club would object to helping with marshalling/volunteering every couple of months. Everyone present was in agreement to help.

**Louise Payne:**

What are the club plans for triathlon training for juniors? Karl Hunt responded that yes, this is something the club would definitely like to address, however, it is a matter that needs to be very correct from outset as we not only have juniors to deal with but parents too. We need to consider the correct coaching, events and proper backing.

**Kevin Baker:**

Is it worth the club being in an affiliation programme – especially to develop the running side of the club? Karl Hunt responded that the club has to apply for affiliation, which has costs, then to complete an affiliate UK Athletics form. The club would benefit from an affiliation and Blake Hutchinson said the club is looking into this matter. Individual club members can also apply for affiliation should they wish to.

**Alistair Knott:**

Raised the matter on website payment security. Karl Hunt responded that the website is very secure concerning payment by members whether payment is cash, BACS or PayPal transaction.

**11. Close**

The meeting closed at 21h00.

<b>Minute taker:</b>	Natalie Eastaugh
<b>Signed:</b>	
<b>Name:</b>	Blake Hutchinson
<b>Date:</b>	7 <sup>th</sup> October 2015