

TIVERTON WATER POLO CLUB

AGM MINUTES



Date / Time : 16:35 on 31 May 2025, Halberton Village Hall

Attendees	Initials	Role
Guy Connor	GC	Chair
Heather Connor	HCo	Treasurer
Martyn Fewtrell	MF	Vice Chair
Harrison Clayton	HCl	Head Coach
Jo Littlechild	JL	Welfare Officer
Kyle Gollop	KG	Fixture Secretary
Clare Snelling	CS	Parent
Simon Snelling	SS	Parent
Alice Snelling	AS	Player
Polly Snelling	DR	Player
Elodie Tolen	ET	Player

Attendees	Initials	Role
Lisa Weekes	LW	Secretary
Alice Tolen	AT	Player
Dan Lean	DL	Parent
Seth Lean	SL	Player
Sarah Reardon	SR	Parent
Ailsa Lean	AL	Player
Scott Connor	SC	Player
Orson Connor	OC	Player

Abbreviations Used:

SE = Swim England
 DBS = Disclosure and Barring Service
 FB = Facebook
 TWPC = Tiverton Water Polo Club
 AGM = Annual General Meeting
 OMS = Online Membership System
 IOS = Institute of Swimming

Meeting started : 4.35 pm

Minutes taken and typed by Lisa Weekes

Item	Details	Remarks/Actions
001	Welcome and Apologies GC welcomed those present. No formal apologies received.	
002	Affirmation of last AGM minutes GC explained the importance of the AGM and its minutes to continued SE affiliation. MF proposed and KG seconded that the minutes of the last AGM held on 25 May 2024 were a true record and will be signed as such by the chair.	GC to continue to liaise with Blundells. Made a small financial loss in 2024/25 so this year limited to senior/U17 players. Freya now employed as a lifeguard rather than coach. GC advertised subsidy for coaching courses (subject to min service terms). Roles required: Need more team managers/ recruit more volunteers (HCl added re table volunteer recruitment was successful). Lifeguard recruitment for Blundells has been successful. Cont to advertise easyfundraising.com to all members to raise funds for club. Family membership has been introduced to help costs for

		<p>families who join club.</p> <p>Committee to increase focus on applying for grants; none required for 2024/25 but all to think of equipment/ opportunities etc.</p> <p>MF: Community Amateur Sports Club application abandoned; downside of having accounts audited.</p>
003	<p>Introduction of the Committee</p> <p>The current Committee all introduced themselves and their roles.</p>	
004	<p>Chair's Report - GC</p> <p>GC reported that club membership currently stands at 85 active paying members, increase from last year. Decision to cease mini-waterpolo due to lack of coaches; entry level is now U11 to improve quality of coaching.</p> <p>Entered U13 team in Devon League. First Devon League tournament in a few weeks, and more throughout the year. Every July club goes through a re-affiliation with Swim England; would lose insurance cover if lost affiliation. GC also dealing with online membership system.</p> <p>Club has now secured more pool time; an additional hour on Saturdays and pool time has now moved to a later time. A grassroots session has been introduced in between juniors and seniors. A possible U11 additional session is also being discussed to be for half an hour alongside the grassroots session.</p> <p>Last summer extra pool time was sourced at Blundells School pool and the intention is to repeat this again this summer.</p> <p>Financial viability will be a challenge over the course of the next year because of the pool increasing their prices.</p> <p>KG recently joined Devon League committee and a vote is taking place next week to start an U11 Devon League; GC advised that this was subject to Swim England "adequate supervision" so more team</p>	<p>ACTION GC dealing with Swim England governance/ affiliation documents for 7 July 2025.</p> <p>ACTION HCl to ensure his Level 2 qualification is recognised and able to be on the system</p> <p>ACTION Committee to discuss how to recruit more volunteers to fulfil needed roles.</p> <p>ACTION Committee to ensure adequate</p>

	managers/ parent help would be required. Additional coaches would also be helpful if that was of interest to any parents.	lifeguard cover for summer Blundells sessions (including approve costings).
005	<p>Treasurer's Report -HCo</p> <p>All present were invited to look over the summary of the 2024-25 financial report- TWPC's End of Year Accounts to 31/3/25.</p> <p>HCo read out her AGM Financial Report (see attached). All noted that at the end of the financial year (31/3/25) TWPC account had a balance of £18,759.53.</p> <p>Easyfundraising have also paid us £118 – money sent to us when members use the easyfundraising link to complete any online shopping.</p> <p>As we now have a second year of accounts for Tiverton Water Polo Club we feel the Committee has indeed secured the financial viability of the club.</p> <p>As on the report, the club would lose money if membership fees remained the same; HCo referred to her spreadsheet calculations based on various numbers. From October the proposed new prices per month will therefore need to be:</p> <p>£20pm for U11s £27pm for seniors/juniors/grassroots (and see further details on Treasurer Report).</p> <p>HCl advised that the Committee did try to argue against the price increases; any ideas from parents gratefully received.</p> <p>SS asked for justification from Mid Devon Leisure price increase. They argued that it was not safe (even with a net) for the pool to be used by another entity at the same time as waterpolo. Committee has looked into sub-letting but it may be a breach of our contract.</p> <p>HCl proposed and JL seconded that the accounts were accepted as a true record. All present were in support of increasing the membership fees as stated in the Treasurer's Report.</p>	<p>ACTION Committee to remind members re advertising to encourage more members to sign up to easyfundraising in order to receive increased donations from them.</p> <p>ACTION Committee to increase focus on applying for additional funds/grants this financial year as well as encouraging new members to join.</p> <p>ACTION Treasurer to circulate new membership costs next term to give members time to adjust direct debits/prepare.</p>
006	<p>Head Coach's Report - HCl</p> <p>HCl said that Tula and Willow can assist during holiday time but during term time it is a struggle to cover all the sessions between GC, HCl and KG. Two players were completing their Duke of Edinburgh</p>	<p>ACTION Committee to approach and speak to a range of parents</p>

	volunteering as assistants which was helping but HCl appealed for further volunteers to assist the coaching team. HCl would support with drills etc and no knowledge of the game required/ just enthusiasm; Swim England training was also available online. GC added that safeguarding courses would be required and a DBS check (with JL)	to try to recruit additional volunteers.
007	Secretary's Report – HR LW noted that it was a legal requirement to display the new club insurance certificate and asked where to display it for members to see. HCo confirmed that it was already on the noticeboard. Otherwise, LW had no report to give.	
008	Welfare Officer's Report – JL JL confirmed that TWPCWelfare@gmail.com (??) is the new email address for the club welfare officer. It had been added to the club website and this email address and other welfare information would be put up on the club noticeboard. GC mentioned that a notice would also be put up advertising the new Swim England rule that no mobile phones could be taken into changing rooms. JL had completed the DBS checks required for the new volunteers recruited during 2024/25 for the club. GC explained the recent changes for safeguarding on poolside to take part in tournaments; more team managers/ Level 2 coaches	Action: JL to add welfare information club noticeboard; to include new mobile phone safeguarding rules as well
009	Fixture Secretary's Report – KG KG said he has been building club relations with Taunton, Newton Abbot and Barnstaple. Barnstaple may close due to financial constraints. KG had received many offers for U11 friendly games, too many to take up but he was reviewing them. KG requested assistance due to his paternity leave coming up/ baby due in August.	Action: Committee to continue recruiting of additional volunteers. If other clubs close due to financial viability, players will be approached to potentially recruit new TWPC members.
010	Confirmation of the Committee An email was sent out to all club members re the AGM giving everyone the opportunity to put themselves forward for any of the roles on the Committee. No one had come forward and no one had resigned.	

	<table><tr><th>Committee Role</th><th>Nominee</th><th></th><th></th><th></th></tr><tr><td>Chair</td><td>GC</td><td></td><td></td><td>The appointment was voted in by those present.</td></tr><tr><td>Vice Chair</td><td>MF</td><td></td><td></td><td>The appointment was voted in by those present.</td></tr><tr><td>Treasurer</td><td>HCo</td><td></td><td></td><td>The appointment was voted in by those present.</td></tr><tr><td>Secretary</td><td>LW</td><td></td><td></td><td>The appointment was voted in by those present.</td></tr><tr><td>Welfare Officer</td><td>JL</td><td></td><td></td><td>The appointment was voted in by those present.</td></tr><tr><td>Head Coach</td><td>HCl</td><td></td><td></td><td>The appointment was voted in by those present.</td></tr><tr><td>Fixture Secretary</td><td>KG</td><td></td><td></td><td>The appointment was voted in by those present.</td></tr></table> <p>Those present voted on each of the above appointments. The appointment of each of the nominees was agreed unanimously.</p> <p>GC appealed for more team managers.</p>	Committee Role	Nominee				Chair	GC			The appointment was voted in by those present.	Vice Chair	MF			The appointment was voted in by those present.	Treasurer	HCo			The appointment was voted in by those present.	Secretary	LW			The appointment was voted in by those present.	Welfare Officer	JL			The appointment was voted in by those present.	Head Coach	HCl			The appointment was voted in by those present.	Fixture Secretary	KG			The appointment was voted in by those present.	
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011	<p>Proposals – GC</p> <p>No official proposals were made in the lead up to the AGM, the proposals below were first mentioned at the meeting.</p> <p>HCl proposed an electronic scoreboard</p> <p>HCo had researched and a portable rechargeable table top one they cost £3,000 at least so would require grant funding. MF - thought it would be something to work for. KG seconded; it would be useful for hosting Devon League tournaments; all to look out for potential grants.</p> <p>KG advertised that he was now on the Devon League committee and he was happy to feedback any questions to that committee from parents/ members/ TWPC Committee.</p> <p>HCl proposed organising the club social media better</p> <p>This is particularly important now that we are trying to advertise our new grassroots sessions/ financial viability. Have internal WhatsApp</p>	<p>ACTION The Committee/members will look into the grants available for this</p>																																								

	<p>groups, internal Facebook group, public Facebook group (with permission). Suggested Instagram/ other platforms. GC requested volunteers who are interested in social media to come forward to take this on.</p> <p>MF suggested a Duke of Edinburgh volunteer could take this on.</p> <p>GC proposed further work on summer tournament (MF/KG working on it)</p> <p>Tournament in honour of Jeanne Gollop who set up the club GC.</p> <p>SC suggested advertising Tiverton to Taunton members as additional pool time.</p> <p>HCo mentioned likely introduction of Spond for team sheets/ signing up to matches. SR has found this very useful, KG thought would make coaches' lives easier.</p>	<p>ACTION Committee to discuss how to recruit a suitable person to assist; none of the current committee members have this capacity</p> <p>Action: MF and KG will continue to work on setting up/ running the summer tournament.</p> <p>Action: HCo working on setting up Spond use for the club</p>
012	<p>AOB</p> <p>Anderson Award Presentation</p> <p>GC explained the context of the Anderson Award – Mark Anderson epitomised what the club represents with his values and sense of fun. The club has set up an award in his memory which will be presented every year to the Junior member who best represents the qualities and ethos of the club. GC advised that three juniors were nominated who were very strong candidates so two runners up will receive coaches award trophy:</p> <p>Polly Snelling (presented)- Gypsy Dance (not present)</p> <p>Anderson Award:</p> <p>Elodie Tolen - for courage and determination in her game, cheerfulness, putting other club members at ease.</p> <p>Trophys to be brought to poolside next week. The shield will be re-presented to ET at the next water polo training session so other club members can be present and learn about the award.</p>	<p>ACTION GC will re-present ET with the shield at training and photos will be taken for social media.</p>
013	<p>Closure</p> <p>Meeting end : 17.39</p>	

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Agreed as a true record :

Signed _____

Date _____