



# CHORLEY ATHLETIC & TRIATHLON CLUB

run : jump : throw : bike : swim : walk : fun



**Chorley**

**Annual General Meeting**  
**5<sup>th</sup> May 2015, 7.30pm at Chorley Cricket Club**

## Minutes

1 **Present** – Tash Fellowes, Stan Jewell, Phil Iddon, Simon Townsend, Mark Ellithorn, Steve Wilde, Daryl Peter, Terry Dickenson, Barry Chester, Les Paul, Andy Lowe, Richard Farron, Michael Hendry, Peter Gillham, Steve Thomas, Ian Leigh, Martin Quinn, Lisa Johnston, Paul Jackson, Bill Beckett, Steve Baker, Mike Coppin,

**Apologies** – Ian Crabtree, Anna-Maria Crabtree, Jenny Wyles, Katie Jones, Lara Dickenson, John Wright, Stuart Kilmartin, Keith Johnston, John Payn, Pat Keene

### 2 **Notes of the AGM - 6 May 2014**

The notes were agreed as a correct record with a correction to the donation from St Joseph's which was £1,000 and not £100 as written. Mike Coppin had emailed other comments which were received and are noted in these minutes or will be acted upon at the Committee meetings. There were no matters arising.

**action** – points from Mike's email for Committee

### 3 **Receipt of Officer Reports**

- a. **Chairman** – Daryl highlighted the changing environment of athletic clubs citing examples of clubs where members aren't required to contribute and the various models of races which have become available for people to participate in. But the Club has now been established for a few years and is feeling that the initial period of setting up has been completed and the Club is now moving forward with members taking on new tasks. She expressed her thanks to all those people who do so much for the Club and in particular the coaches and support, the Committee members and all those who help arrange the races and events.
- b. **Treasurer** – Phil presented his report and circulated copies of the detailed accounts which he had prepared. He highlighting various element of income and expenditure of the Club and the overall position was a surplus of £2.4k. It was noted that some items would bring benefits in future years. Subs were slightly down from the previous year and the race income from the series was down given that we were only able to provide 3 races last year due to the council's restriction – this will not occur in 15/16 and so the income should be higher. He answered questions from members.
- c. **Membership Secretary** – Tash gave her report on the membership numbers highlighting that we had 330 members with a 55/45 split between senior and junior and a 70/30 split of senior males and females. She contrasted this to the junior section which were predominantly female. There have been difficulties caused by members not paying their subs promptly and measures have been introduced to reduce this for the coming year by requiring annual completion of membership forms.

- d. **Secretary** – Simon updated members on all the activities which had occurred during the year including the organisation of 12 events attracting thousands of participants. He mentioned the need for more coaches and several suggestions were made but the key is to encourage parents / guardians to help. The Club had supported the community in several ways including its contribution to the purchase of a defibrillator and supporting the ‘Couch to 5K’ initiative led by the council. He has developed the new website after 2 suppliers both let us down badly and the Club was most appreciative of all the work he had done for this.

**action** – arrange session with Chorley FM and Chorley Guardian to attract coaches

#### 4 Accounts

- a. **Accounts 14/15** - discussed under the Treasurer’s report.  
b. **14/15 Audit** - 14/15 accounts have been sent to John McGinty for auditing  
c. **15/16 Auditor** - John McGinty was elected as auditors for the 16/17 accounts

#### 5 Feedback from Committees

- a. **Finance** - There was discussion about the role of the Finance Committee as to date, it has been about ensuring expenditure is appropriate according to the role specified in the Constitution. With willing members offering to do more, this can be reconsidered to be a wider role to include income and Club developments. There was a more general discussion about the use of Club funds which widened into considering the development of the Club. Any money raised by the Club is to be reinvested into activities which support its objectives as in the Constitution. Agreed there is a need to pick up the work started a couple of years ago around business development.

**action** - Daryl to progress with Finance Committee

**action** – Terry to arrange a meeting around Club development

**action** – coaches to identify items required to support them

**action** – Daryl to check if surplus from HC is for HC

- b. **Junior** – A group of parents is taking this forward and a couple of the coaches attend. It has been instrumental in producing the Junior Handbook.
- c. **Events** – This is a new venture which Phil started in January as an opportunity for feedback and to encourage interaction in the Club. It’s getting off the ground and there was discussion about the role of the group and how it was open to all members to catch up last Thursday in each month at the Cricket Club after the Thursday run.

#### 6 Proposed updates to the Constitution

The proposed updates to the Constitution as detailed in the paper together with the rationale for update were agreed i.e.

- a. that members are responsible for completing a membership form annually.  
b. There is a requirement on the applicant, parent or guardian to:-  
i. Disclose all health related matters and any other relevant conditions and, on acceptance into the Club, for the members to be open with other members if they require support with their health issues.  
ii. Keep all the details up to date by notifying the Membership Secretary of any changes.ie not just application details  
c. Any member not paying his/her subscription before the 15th June in the relevant year shall be deemed to have resigned and to have forfeited all rights and privileges of membership.

## **7 Proposal for structure for future membership subscriptions**

The paper describing the proposals was agreed i.e. that:-

- a. The 15/16 rates were agreed at the AGM on 6.5.14 and will remain as agreed;
- b. future years rates will be based on the principle that:-
  - all junior membership fees are the rate of the UKA fees for 11-16 year olds;
  - senior membership fees are the rate of the UKA fee plus £25 contribution to the running costs of the Club with the relevant reductions for the concessionary rates.

In addition, it was requested that the family rate of £50 was reconsidered as it appeared 'too' low and should be reconsidered.

**action** – Committee to reconsider family membership rate

It was noted that:-

- a. in cases of hardship, the Committee reserves the right to consider payments on a case by case basis;
- b. given the unpredictability of the UKA fees, that they would be reviewed in the light of current conditions at the time.

Junior and senior training session rates are currently agreed by the coaches / Committee. The rates have never increased previously and so there has been no precedent.

## **8 Proposals for Members consideration**

It was agreed by members to include a list of paid up senior members together with their UKA number on the web site. This will enable members to see their UKA No (for those who forget!) and will make it easier to arrange relays.

**action** – update membership form to refer to info being put onto web site

## **9 Election of Management Committee**

The existing members stood and were re-elected.

## **10 Election of Finance Committee**

The existing members stood and were re-elected.

## **11 Elections of Officer roles**

Holders of roles for 14/15 remain with the following changes

- Rob Walsh has taken over Senior Road and Trail Coordinator
- Removed the role of Junior Fell Coordinator
- Steve Baker is Interclub coordinator
- Paul Jackson is Central Lancs coordinator
- Martin Harrington takes over as Cricket Club Contact

**action** - Daryl to check Mike Masons role with the Chorley Sports Forum

## **12 Proposals for Honorary Membership**

Proposals for honorary membership of the Club were made for Mike Coppin, Terry Dickenson and Daryl Peter and these were supported by members present.

## **13 Date and time of AGM for period 1.4.15 to 31.3.16**

Given our Astley Park series starts first week in May, agreed the AGM for 15/16 would be second week in May i.e. 10.5.16