

# Minutes of the Annual General Meeting

Held on Wednesday 28<sup>th</sup> November 2018 at 8-00 p.m.

## **1 Present**

1.1 A list of the 60 attendees is attached.

## **2 Apologies**

2.1 Apologies were received from Stephen Widdison and John Surtees.

## **3 Minutes of Previous Meeting**

3.1 The minutes of the meeting held on 27<sup>th</sup> October 2017 were proposed as being an accurate record of that meeting by Doug Old, seconded by Stephen James and approved by the meeting.

## **4 Matters Arising from Minutes**

4.1 There were no matters arising from the previous minutes.

## **5 Chairman's Report**

Good evening and welcome to the 2018 CALSA AGM. Thanks to you all for making the effort to attend. We do appear to have representatives from all sections here this evening. It is important for this meeting to be quorate (that is 20 full members) as we have an item on the agenda which needs a majority of full members to support for the proposal to go ahead.

Firstly a few thank you's: thanks to Ian and the team for keeping the bar running smoothly. Thanks to my colleagues on the Management Committee for their support and input over the last year. Thanks to John Wigley who, after a second term as CALSA President has decided to stand down at this meeting. Also standing down is Nigel Douthwaite, our Secretary for two years whilst working more than full-time in the real world. Many thanks

Nigel. Thanks to the section representatives, Doug Old from Squash and Racketball, John Surtees from Cricket, Paul Robinson from Football and Ken Peaker from Hockey.

Stephen Widdison (who unfortunately cannot be here this evening due to an involuntary change of holiday arrangements) is our CALSA Treasurer and Chairman of the Squash and Racketball committee and is a very familiar face to all members of that section as he coaches, organizes, plays and generally makes things happen. But Stephen is also an enormous support to the general running of the Association, putting many unseen and unsung hours of work into keeping the whole operation running smoothly. For this we all and particular I, owe him a very big thank you.

A major challenge to the Management Committee this year has been to get its minds around the concept of a fourth squash court and gym, with a multi-purpose function from on the first floor. The proposal, being driven by Stephen Widdison and Dave Wightman has made a great deal of progress and not wanting to steal Dave's thunder, I shall leave it to him to fill you in later in the meeting.

This has been another record year for bar sales, bucking industry trends. As the financial report will explain shortly this has been another financially successful year for the Association overall, with Squash and Racketball having a bumper year, both in membership fees and court bookings. Let none of us forget how important the continued success of that section is to the overall survival and prosperity of the Association.

The Management Committee will continue to do whatever is necessary to ensure the future of this magnificent facility, which benefits financially from being a Community Amateur Sports Club and provides facilities without prejudice to all members of our local community, young and not so young.

In closing, I would like to thank Anthony Kettlewell, our independent financial reviewer who as always has challenged some of our numbers. I would like now to hand over to our Secretary Nigel Douthwaite in the absence of Stephen Widdison to make the financial report. I will take questions at the end, but may have to note them and ask Stephen to respond on his return.

## **6 Financial Report**

- . 6.1 Nigel Douthwaite circulated copies of the 'Accounts for the Year Ended 31st August 2017' – a copy of which is attached to these minutes.
- . 6.2 Nigel gave an explanation of the accounts and answered questions raised by members present.
- . 6.3 A copy of the Treasurer's Report is attached to these Minutes

## **7 Proposed Extension Tender Expenditure Approval**

DW made a presentation in support of allowing the committee to spend a further £20K to arrive at a tender document (copy attached). At the vote 54 (including 14 proxy votes) were for the proposal and 33 against.

Not reaching the required majority of 75%. Proposal therefore rejected.

### **Election of Officers**

At each AGM all members of the Management Committee retire. The section representatives are appointed by the sections, and John Surtees (Cricket), Paul Robinson (Soccer) and Ken Peaker (Hockey) will continue as will Doug Old (Squash and Racketball). Tennis have not offered a representative. The appointment of co-opted members will be considered in due course by the Management Committee.

As I said earlier John Wigley resigned with effect from this meeting some time ago and I have, with some hesitation agreed to stand as Chairman for my 20<sup>th</sup> year. Stephen Widdison (Treasurer) has with similar hesitation agreed to stand for one more year, as the role is increasingly onerous. Last year I expressed my disappointment that the proposal and seconding process is somewhat incestuous and I really would like to see some new interest to help release us from this self-perpetuating cycle. I am particularly keen to see some new blood to share Stephen's and my workload. Any member who fancies dipping their toe in the water of CALSA management would be welcome to discuss with Stephen or me.

And so the election itself:

#### **President**

Ken Peaker has been nominated and will be less well known, but has sat on the Management Committee for about 18 years representing Hockey.

#### **Chairman**

There is currently only one nomination which is me. Are there any additional proposals from the floor?

#### **Secretary**

There is one nomination, for Graham Brown from Hockey. He may not be known to all of you, but he is a regular in the clubhouse and has attended many management meetings as deputy to Ken Peaker.

#### **Treasurer**

Stephen Widdison has agreed to stand for one more year and is the only nomination.

## **8 Election of President**

8.1 John Wigley has resigned and Ken Peaker proposed as his replacement by Matthew Cooke and seconded by Nigel Cooke.

## **9 Election of Officers**

9.1 Nigel Cooke's appointment as Chairman was proposed by Ken Peaker, seconded by Graham Brown and approved by the meeting.

9.2 Nigel Douthwaite has stood down and Graham Brown was proposed by Ken Peaker, and seconded by Nigel Douthwaite and approved by the meeting.

9.3 Stephen Widdison's appointment as Treasurer was proposed by Ken Peaker, seconded by Nigel Douthwaite and approved by the meeting.

## **10 Election of Independent Financial Reviewer**

10.1 Anthony Kettlewell was proposed by Liz Douthwaite, seconded by Doug Old and approved by the meeting.

## **11 A.O.B.**

None

There being no other business the meeting ended at 9.30pm. Approved by:

..... Chairman

..... Secretary

## Treasurer's Report – 2017 AGM

**You have copies of the accounts for the year ended 31<sup>st</sup> August 2018. I do not intend to talk you through all the 8 pages but will point out a few significant headlines then open up the floor to questions. I have a few copies of the “talk” I am about to give, for anyone who would like one.**

**Firstly a bit of background.** The CALSA accounts have been in present format for three years, so we now have the consistency year on year that we are looking for as a Management Committee.

For clarification, all money now spent is treated as an expenditure item on the Profit & Loss account, so there is no capitalization and subsequent depreciation. This has important implications for the profit and loss accounts but has real benefits in the way we run the Association.

**So, on to the figures themselves.** Starting on Page 4, which are the high-level summaries of what follows on pages 5 and 6.

The two notable figures are Net Bar Income increase and Other Net Income which is down. The bar is quite simple, higher takings whilst maintaining margin without increasing running costs. Other Income falling is because last year we included an £18,000 grant for the exterior rendering.

On the expenditure side, there is a £43,000 fall. Last year there was the substantial upstairs refurbishment and the outside refurbishment. This year, the main “one off” is the entrance and stairs which cost just over £10,000. There has also been around £5,000 spent to gain planning approval for the extension.

**On to Pages 5 and 6.** The figures that are in bold are those totals you have just seen on Page 4. **Takings** were notably up as Nigel has explained

**Squash and racketball** subscriptions were marginally up on last year as were court fees. Squash & Racketball have used their funds to maintain existing facilities to a good standard rather than any substantial expenditure on improvements.

**Cricket** In common with previous years, Cricket adjust expenditure to reflect income. If funds cannot be raised through grants or general fund raising then it limits their ability to spend beyond the general ground maintenance expenses.

**Football** net income creased during the year, but from a CALSA position, there are no issues as they continue to be self funding, and have reserves in the bank.

**CALSA Expenditure Overheads** (page 6) continue to be strictly controlled. All the day to day running expenses have close attention by Nigel, and challenging suppliers on costs is routine whenever contract period ends.

**On to the Balance Sheet, Page 7.** Please read the Notes on page 8 to clarify the Balance Sheet information on page 7. To a large degree most of the figures have no relevance to the day to day running of the Association, however the important figures are the CALSA bank account £10,134 and the Purchase Credit Control Account (which are the debts CALSA has) – zero – as we pay all outstanding accounts at the end of the year.

Overall this set of financial accounts is considered by the Committee to be an acceptable financial position.

**As Stephen is on holiday I will try and answer now any questions that people want to pass my way, but commit to Stephen answering on his return any questions I can't answer now.**