

Littlehampton Badminton & Squash Club

Minutes of the AGM 23 May 2019

The meeting was opened by Derek Fish (DF), Acting Chair, who welcomed members to the AGM and introduced the current committee members. The meeting was attended by 36 members.

Action

1. Apologies:

Dave Clark, John Chard, Karen Chapman, Peter Williams, Ashley Squires, Steve Smith, Mary Klanczkowski, Alan Soong, Liam Goodley, JJ Craig, Joe Bridgeman, Archie Bridgeman, Matt Morris

2. To receive and approve the minutes of the last AGM held on 24 May 2018

These were agreed by the members. Proposed by Dennis Liddell, Seconded by Geoff Langley.

3. To receive the Committee's Report for the past year

Please read Derek's report (attached)

Steve Twigg (ST) asked if the committee had a plan for the future and projections of costs ?

DF replied that he had mentioned, in his report, some of the future improvements that the committee would like to carry out and these included bar improvements, club room decoration following the water penetration (cost approx £2k), screen round the actual bar area to replace the sliding doors (cost approx £5k), new carpet.

ST asked which improvements were necessary maintenance and which were desirable to have improvements ?

ST asked if the committee had an overall philosophy and with regards membership, who they were reaching out to ?

DF replied that the club was struggling to attract younger members. He and Sean Lee-Amies (SLA) have been discussing ways to advertise the club and how we can use local schools as a communication channel.

ST felt that the club should be looking at older as well as younger players.

ST appreciated and acknowledged that the committee was made up of volunteers but could the committee publish an overall philosophy which members could see and influence ?

DF admitted that the club had struggled, in the past to communicate with its members and with the population of Littlehampton, but that we are on the verge of rectifying this. Annette also does a great club communicating via the clubs facebook page.

SLA explained that the club had secured a new domain name and that the new email address for the club, which would mean emails no longer going into members spam mailboxes would be rolled out in a matter of weeks.

4. To receive and approve the accounts for the year ending 31.08.18

Please see Clive Abbott's (CA) report (attached). CA explained that the receipts and payments accounting system is used.

CA pointed out that at the bottom of page 1 the years should read:

B/F Bank Account Balance 1/9/2017 &

C/F Bank Account Balance 31/8/2018

These were agreed by the members. Proposed by Steve Twigg, Seconded by Gordon McIntyre (GM)

ST queried the Sport England grant figures.

CA replied that the club had hoped for £11k, but actually received £9k.

ST asked what the current state of the club's finances were ?

CA explained that the Club forecasts a budget for the forthcoming financial year and then at each monthly committee meeting, the committee are presented with actual year to date figures shown against budgeted year to date figures. The current estimation is that the club will finish this financial year with £11k in the bank. The independent examiner was Ok with this figure although did say that it would be nice if it could be higher.

ST asked what would be the ideal figure to have as a reserve ?

CA replied £20k

ST asked if the committee had a projection of costs for improvement works required over the next 1 – 5 years and how it was going to fund these works ? This would be the philosophy and vision for the club to be seen by the committee and members.

DF replied that a fully costed budget was unavailable at this time.

Richard Jones (RJ) added that this was a fledgling committee. Since RJ had come on to the committee 18 months ago, he had seen that the committee had identified works that needed to be done and areas which needed to be looked at. The committee had had lots of distractions this year to deal with. Newer committee members in particular have lots of ideas for the club but that it is also important for the committee to speak to everyone and to find out what they want from the club. There is the need to balance the needs of the older members with bringing in younger ones. Only a small proportion of the clubs members were at the AGM tonight. The committee knows that there is lots of work to do and that it is not going to be easy. The ideas that the committee had, have had to take a back seat as urgent maintenance work had been required e.g. making safe the chimney stack on the roof that had a crack through it and was in a dangerous condition. The money that the club has spent recently has all been very necessary.

GM asked if the committee had a projected budget that members could see.

DF replied that the committee meeting minutes were made available each month for members to see so the budget figures that were presented to the committee each month could also be displayed alongside the minutes.

GM asked why the squash income had decreased year on year.

Annette Humphries pointed out that these were the figures to the end of Aug 2018 v end of Aug 2017 figures. In the current financial year squash income had increased.

GM asked if it could be clarified that, based on the figures, that the bar was running at a £3k loss and how much the club was paying for bar staff ?

CA clarified that bar staff wages were £7200.

GM asked why does the club continue to have a bar when it costs the club money ?

Ali Lewis pointed out that the bar staff were also there, in the evening, to collect club session money and to look after the running of the club in the evening. If more people supported the bar then it would generate more money for the club.

DF reminded the meeting that, years ago, members were not happy when the club shut the bar.

Clayton Hutchings (CH) added that the person manning the bar was the club's ambassador/steward in the evening. They took membership forms, answered phone calls, showed new members round etc. They did a lot more than just serve drinks and

JK

so you can not solely look at the income from the sale of drinks. When everything is taken in to account then the bar does not run at a loss.

DF assured GM that the committee would look at all the costs associated with running the bar.

Nancy Turner suggested that the bar salary costs be proportioned more to administration than to the bar.

RJ added that the bar steward also looks up the club when on duty and makes sure that it runs as it should in the evenings. What is required is more members spending more money over the bar.

ST queried whether it was worth spending money improving the bar when it was making a loss.

ST asked if there could be a change in the constitution so that the year end accounts could be brought in line with the AGM date ?

DF replied that a proposal for this had been received and this would be dealt with under item 9 of the agenda.

JK felt that an issue with this was that the accounts would then not be in line with the membership year. One of the main purposes of the AGM was to agree subscriptions and therefore useful to have the AGM in the months leading up to the new membership year.

ST asked the committee to consider bringing the AGM closer to the financial year. This AGM was looking at figures which were now 8 months old. End of year finances showed £35k in the bank, whereas the reality now is that there is only £11k.

JK reminded the meeting that it had already been agreed that budget figures would be displayed with committee meeting minutes and this would show members the up to date situation.

Kevin Foley asked if the committee meeting minutes and budget could be emailed to members.

SLA replied that the club intended emailing a monthly newsletter to members and they could be mentioned within this.

5. To approve the proposed subscriptions for the year commencing 01.09.2019

Please see Derek's report (attached). The proposed figures were circulated to the members attending the meeting.

Nigel Crawley (NC) asked when the proposed figures had been prepared ?

JK answered about 1 month ago

NC asked why they had not been made available to members then ?

JK replied that they had been prepared for the committee to consider.

Paul Grey (PG) asked why the full membership was only going up £10 when the day membership was going up £30

DF advised that this was a proposal. Full members pay £125 which is 2 ½ times what day members pay and that this was an in balance that needed addressing.

PG felt this was penalising OAP's.

DF added the £30 increase represented 60p a week.

PG said that the 60% increase for day members was astronomical. Members should have been advised, before the AGM, of what the proposed subscriptions were going to be.

DF stated that he had been a member of many clubs, over many years, and it was always at the AGM that proposed subscriptions were presented. LB&SC had always done it this way.

RJ pointed out that the average membership cost throughout the country is £108.

David Beatty had been the master of finding funding. Members now need to support the club. The club needs to find money from somewhere in order to survive. The club puts on functions, but they are not supported. If they were then income would increase.

Nigel Turner said that most people would expect some increase so why had there not been an increase last year

DF answered that this had been enforced by Inspire Leisure as a condition of giving the Club the grant.

ST could see that on 1 Sept 2018 the Club had £37k in the bank. Now £11k left. Had the £26k been projected ?

Graham Jacobs (GJ) - the club needs to raise more money. The building requires continued maintenance. If there is not a 60% increase in day member's subscriptions then the revenue has to be raised some other way. Without the Inspire Leisure grant last year then the club would have been in trouble. The club needs to generate more money or it will deteriorate.

Nigel Crawley (NC) asked if the club could run at a loss over the next 1 – 2 years and then claw this deficit back over the following few years ?

CH – members do not see how much the volunteers (Derek, David and others) did and do behind the scenes which save the club a fortune. Without these volunteers the club would not still be here. The club has to raise money, not just in the short term. Also, there are too many membership categories.

Steve Bridgeman posed the question whether the club had to raise money through an increase in subscriptions ? In answer, money could be raised through an increase in membership, in light fees, bar prices, more members attending more functions, grant money. However, SB would feel uneasy about this as it is not the responsible way to deal with the issue. These other areas can be built to generate money in the future.

Kevin Foley (KF) said an increase of £30 was not a problem to him but it was unfortunate that it was the first time that members had seen this proposal, and that wasn't good politics.

RJ said that the committee were learning and required input from the members to help put the club in the right place. Money needs to be spent (e.g caged ladder so can access the roof and clean the solar panels) to make sure the building is safe and areas already invested in looked after.

Elma Humphrey – if day membership increased by £30 then table tennis members would leave.

CA said it was worth looking at the pricing of the competitors. Littlehampton Wave – U65's £31.50 membership, O65's £18.50, O75's £10.

CA felt if there was an increase in day membership by £30 then members would leave.

PG – full membership needs to increase the same % as day membership

DF – that would then maintain the in balance between the membership criteria's

PG – there are other in balances e.g. the club pays affiliation fees for team members, the bar isn't opened during the day. There is an in balance as day members, being older, tended to pick up more injuries and therefore not able to play all the time.

NC – other clubs e.g. a golf club, have in balances. Word got out that there was going to be a disproportionate increase in subscriptions and therefore members have come along to vote the proposal down and have their say. The U3A has 60+ members.

Senior members do not play every week. U3A's have had an offer from Littlehampton Wave. Look at % increase across the board.

John Smart – shuttle fees could be looked at. These could be raised. Day members happy to use cheaper shuttles

<p>DF – committee will look in to the above</p> <p>GJ – always had a really good junior section, but they then go off to Uni and don't come back to the club.</p> <p>ST – the committee's proposed increases are disproportionate against day and U3A members. ST is trying to increase U3A membership. £50 puts off some members already. Should be encouraging older members to be active in sport. Need to look at a % increase across the board.</p> <p>CA – in previous years there has been a £5 increase in day and full membership rates. The ADC policy is that The Wave cannot enforce price increases for older members. CA then set out the advantageous rates currently being offered at the Wave complex</p> <p>DF pointed out that ADC heavily subsidises the Wave. LB&SC does not have that luxury and income has to come from members.</p> <p>NC – same % increase across the board would be acceptable.</p> <p>DF asked what about a 20% increase ?</p> <p>Julia Logan – there had been committee discussions on bringing in a single membership rate. The day member % increase was to start bridging the gap. If have one rate then would stop the subscription arguments.</p> <p>Elissa Seddon – members need to look at the great facilities that the club has, all of which need maintaining. Also, courts are available to book - are the Wave going to guarantee regular booking slots ?</p> <p>ST would like the U3A group to be able to stay at the club and support it. He would be able to justify a % if it was proportional.</p> <p>RJ – committee looking at ways to raise money. Looking at solutions, not arguments.</p> <p>DF & JK looked at a 20% increase across the board:</p> <ul style="list-style-type: none"> • Full £150 – increase of £25 • Day £60 – increase of £10 • Social £30 – increase of £5 • Junior £6 – increase of £1 • Student £48 – increase of £8 <p>A vote on the above took place:</p> <ul style="list-style-type: none"> • 1 member against • 1 member abstained • Agreed by all other attendees 	
<p>Using anticipated member numbers than subscription income would be £22,924. Still short by £3k of the required income of £26k</p>	<p>ALL</p>
<p>DF – lots of people with lots of ideas on how in increase income/keep costs down. Please email any to AH in the first instance and then they can be passed on to the committee.</p> <p>DF – caveat on 20% increase – would like to see more members support the social functions. Any new ideas for functions to AH who will then forward to committee</p>	<p>ALL</p>
<p>6. To elect the Members of the Committee</p> <p>James Klanczkowski, John Shepherd, Richard Jones, Elissa Seddon, Sean Lee-Amies, Trisha John, Steve Bridgeman, Dave Clark and Stan Bull all willing to continue on the committee</p> <p>Derek Fish, Clayton Hutchings and Ali Lewis are stepping down</p> <p>3 new committee members required</p> <p>Nick Cochrane has expressed an interest.</p>	

DF asked if any representatives from the day members or groups would like to join the committee ?

Kevin Foley said he would give it some thought.

DF explained that the committee are forming subcommittees (finance, social, badminton, squash, emergency) and this would mean an easier way of working with main committee meetings just being once every 2 months.

Steve Twigg & Nancy Turner agreed to join the committee

The 3 new committee members were proposed by Richard Jones and seconded by John Shepherd. Vote carried unanimously.

7. To elect the Officers of the Club

Derek Fish standing down as Acting Chair. Richard Jones has expressed an interest in taking over the Chair's role. Proposed by Derek Fish, seconded by Nick Cochrane. Vote carried unanimously

Vacancy on the committee for the role of Secretary. Nick Cochrane expressed an interest. Proposed by Steve Twigg, seconded by James Klanczkowski. Vote carried unanimously

Finance Officer. James Klanczkowski has agreed to continue. Proposed by Paul Grey, seconded by Clive Abbott. Vote carried unanimously

Dave Clark standing down as Acting Vice Chair. Two nominations:
Stan Ball - proposed by John Shepherd, seconded by Clive Abbott.
Elissa Seddon - proposed by Trisha John, seconded by Richard Jones.
Vote took place and Elissa elected.

DF also mentioned that Sean Lee-Amies will be continuing his role as Liaison Officer. DF thanked all the new committee members and those taking on new roles.

8. To agree the revised Littlehampton Badminton & Squash Club Constitution

DF proposed that this item be delayed for a period and that an EGM then be called so that appropriate time could be spent discussing it. New committee to decide the date.

ST asked what the changes were ?

DF said he would make available copies of the current and proposed constitution so that proposed changes could be seen.

NC asked who had done the modifications ?

DF replied the revised Constitution was based on the Badminton England model with adaptations appropriate to the club. David Beatty had carried out the bulk of the work ready for last year's AGM, but it was not dealt with then. Since then the committee discussed the proposed document and further changes had been incorporated.

9. To consider any other propositions submitted in accordance with the Club Rules 14 days before the AGM.

GM had submitted a proposition that the AGM be ideally held in December so that it was more in line with the year end accounts.

DF said that historically the AGM had been held once the teams 'playing season' had finished.

CA said subscriptions were agreed at the AGM and therefore May a good month for

Committee

DF

the AGM as subscriptions then fixed ready for the new membership year starting 1 September.

KF asked if the financial year could be extended to bring it in line with the May AGM
DF suggested that the new committee discuss this proposal further at their first meeting.

ES reminded the meeting that the up to date monthly budget figures would now be displayed with the monthly committee meeting minutes.

Badminton Report

Please see James's report (attached).

Squash Report

Steve Bridgeman reported on 7 areas of success:

- Monday Club Night – well attended
- Annual Tournaments – a great success this year
- League – 4 x squash, 2 x racketball. Thanked Nick Cochrane for agreeing to take over the running of these
- 1st team – finished 2nd in their league and have got promoted. Possibility of 2 teams being entered in the Sussex Leagues next season
- Business team – first year that this team has solely been connected to the Club (previously it had been Southern Rail). Finished 5th out of 6 but all who played really enjoyed the experience. Possibility of 2 teams being entered in the Business League next season
- Wednesday Night training and coaching for beginners and improvers – thanked Sean Lee-Amies for getting this new initiative up and running
- Junior Coaching – Ali continues to oversee and promote with Nick Cochrane now becoming involved.

All the above have helped see the usage of the squash courts increase this year.

RJ mentioned SB's great achievement of competing in and completing his first ½ Iron Man.

AL proposed a vote of thanks to Derek Fish for taking over the role of Acting Chair under difficult circumstances and for successfully guiding the club through to the AGM.

DF thanked the committee for all their hard work during the year.

Committee

The meeting closed at 10.25pm

Signed.......... Acting Chair