

Vale of Aylesbury Athletic Club (VOAAC)
ANNUAL GENERAL MEETING

Minutes

Friday 18th March 2022

Rivets Sports Club, Whitehead Way, Aylesbury HP21 8AD

19.40pm – 20.10pm

Present

Dan Barber (DB)
Clare Barker (CB)
Gill Clarke (GC)
Charlotte Collins (CC)
Peter Hoare (PH)
Rebecca London (RL)
Paul Mabey (PM)
Helen Rolfe (HR)
Ray Rolfe (RR)
Jim Tottle (JT)
Jeanette Williams (JW)
Rhodri Williams (RW)

Apologies

Robin Barrett (RB)
Pat Card (PC)
Nicky Ralston (NR)
Andrew Rolt (AR)
Vicky Sheldon (VS)

1. PH opened by welcoming everyone to the AGM.
2. Apologies were duly noted.
3. Minutes from last year's AGM on 8th March 2021 were approved.
All agreed, no comments.

Approval from a number of hands.

4. Chairman's Report

PM provided the attached Chairman's Report (Appendix 1)

CB expressed her thanks for all of PM's hard work on behalf of the club and being Chairman of the club for the past five years.

Approval from a number of hands.

5. Treasurer's Report

VoAAC Treasurer, Vicky Sheldon (VS), provided the attached Treasurer's Report (Appendix 2), read out on her behalf by CB.

Report approved by a show of hands.

There followed a discussion. PM commented that spending had always been controlled, the club had acknowledged and estimated a loss this year of approx. £10k and it had come in at approx. £11k. Reason, purpose and planning behind expenditures, equipment required and crucial support to athletes that would all help the club move forward. RW advised against limiting spending. All agreed everything spent had been for a reason.

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6. 2022/23 Membership Subscription Fees

CB advised that the Executive Committee had had a meeting regarding fees and had agreed to return to normal annual membership fees this year, as they were in 2019, prior to COVID-19. Having reduced fees for the previous two years during the COVID-19 crisis in order to support members, as training is now returning to normal and restrictions have eased all agreed to return to normal fees.

CB asked for a vote.

Approved by a show of hands.

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7. Election of officers

CB read out the following and all voted on.

Election of the Club's Officers

Block vote of **President and Vice President:**

President: Peter Hoare

Vice President:

Hon Vice President: Chris Stovold

Hon Vice President: Pat Ferguson

And block vote **Executive Committee**

Chairman: Clare Barker

Vice Chairman:

Treasurer: Vicky Sheldon

General Secretary:

Membership Secretary: Pat Card

Coaching co-ordinator: Paul Mabey (temp)

Welfare Officer Representative: Helen Rolfe

ClubMark Officer: Charlotte Collins

Safeguarding Officer:

Officials Officer:

Health & Safety Officer: Rhodri Williams

Communications Officer:

Social Media Officer: Dan Barber

Volunteers Officer:

Parent Representative:

First Aid Officer: Gill Clarke

Senior Athlete Rep (male):

Senior Athlete Rep (female):

Approved by a show of hands

Block Vote of **Club Officers:**

Club Officers	
A365 co-ordinator	
Club Records Athletes	Andy Stephenson
Club Records Road	Alan Roberts
Welfare Officer - Female	Helen Rolfe
Welfare Officer – Male	Mike Fryer
DBS	Pat Card/Clare Barker/Helen Rolfe
Equipment Officer	

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Team/Race Management	
YDL U17/20 Team Manager	Pat Card
YDL U13/15 Team Manager	
Sportshall U9/11 Team Manager	Charlotte Collins
Sportshall U13/15 Team Manager	
Senior Track & Field Team Manager	Nicky Ralston
Mens Road & XC Team Manager	Henry Edwardes-Evans & Charlie May
Ladies Road & XC Team Manager	Heather Fallaize
Road Race Grant Prix Organiser	Robin Barrett
Boxing Day Race Director	Alan Roberts tbc
Waddesdon Race Director	Alan Roberts/Andy Rolt/Mark Richards

Approval by show of hands

8. VoAAC Constitution

CB advised the updated Constitution needed to be ratified at the AGM.

CB asked for a vote. All agreed and Constitution was approved.

Approved by a show of hands.

A.O.B.

1. Discussed handing out the 'Getting Involved' leaflet to parents during training at the track to hopefully encourage more volunteers. Discussed a 'think tank' between clubs regarding attracting volunteers, none aware of this.
2. RW advised instruction regarding Track & Trace for the club to now shred all documents related to T&T.
3. RL raised reduced fees for volunteers. CB advised this was already the case. CB advised what stated in Constitution regarding reduced fees for active volunteers within the club. All agreed reduced fee should be same for all. Discussed if making volunteers aware would increase interest. CB to raise list of active volunteers with PC and confirm not paying full fees.

Meeting Closed 20.10

APPENDIX 1

Chairman's Report March 2022

The last 12 months have been another difficult year for the club to navigate, but navigate it we have and we now look forward to a return to normal training as the new membership year arrives.

I have no intention of looking back over the last year at the club as it is another year that we don't need to dwell too long on, but I can say that the club is in a strong position moving forward both on and off the track.

While we have seen a decline in member numbers, we did return to team competition in 2021 and on into 2022. We are not alone in seeing a decline in numbers, having spoken to other clubs and from what we have seen at competitions, the sport itself has seen a large decline in numbers and many clubs have suffered more than we have.

While numbers may have declined, athlete performances have been superb. Representation in County Teams in the Junior age groups has been as high as it has for many years, we have seen athletes across all age groups become County Champions across a wide variety of both track and field events, we have seen more athletes qualify for National Championships and indeed we have a National Champion. More recently, a number of different age group athletes have qualified for the National Cross Country Championships.

The fact this has been achieved despite having a severely restricted facility speaks volumes for the commitment and dedication of our athletes and also the outstanding work of our coaches who have had to provide training in very difficult and sometimes cramped conditions. The way our coaching team have responded to the challenges and supported each other has been a great thing to see.

So, we now have our full track back and assurances from SERCO, who we have now developed a very positive working relationship with, that we will not be losing track or field space again despite the Vaccine Centre being with us for the foreseeable future. Repairs have begun on the field events we have lost, our Discus cage is again operational, and SERCO have expressed a commitment and appointed a manager whose job it is to have the facility competition ready by the end of 2022.

Plans are in place to return training as best we can to its pre pandemic set up, while maintaining some features established over the last 2 years. A structure is now in place to allocate training groups to new members while ensuring we do not compromise either safety or the quality of the sessions the coaches can deliver. As we have learned and had fed back to us from our coaches, smaller groups, in line with EA Guidelines on numbers per coach, has led to better quality training, better results and far happier coaches. So, while we acknowledge we would like to see numbers increase, it will not be at the expense of safety or quality. I speak from experience when I say that the stress levels for our volunteer coaches when groups have previously been grossly oversubscribed cannot be overestimated. Our coaches deserve the clubs support.

Financially, we know we have taken another hit over the last 12 months, but again, as a community club and with limited training space and facilities, we thought it only right to continue to support our members as we had the financial ability to do, this last year and to charge a heavily discounted membership fee. While club funds may have reduced we can now charge full membership fees from the end of this month which will see us start to recoup our losses and now there are plans for other events during the year to do likewise.

We are lucky to have some very good people involved with this club and the culture that has developed within the club over the last 2 years speaks volumes for those people. It is important for the future growth of the club that this does not go back to where it was a few years ago.

Unfortunately, we did lose one of our longest serving and most respected club members, Graham Gorman, in the last year. Graham was the heart and soul of the club and a great friend to many of us. Again, I know the club have plans to mark Graham's enormous contribution to the club and the sport later in the year.

Two more things from me, firstly, I want to say a huge thanks to Clare and Rhodri who without their selfless work again over the last year, the club would not be where it is now and the club members have no idea how much they really owe you for the work you have done keeping their club alive and functioning. Finally, I want to wish our new Chair, Clare, all the best for her tenure and I ask all of you to carry on working together in a positive way and to give her as much support as you can.

APPENDIX 2

Treasurers Report for Accounts to 31 December 2021

The club has net assets of £44,250, of which £38,279 is held as cash in the clubs bank account. This represents a reduction since the previous year end of over £11,000.

During 2021 the only source of revenue for the was from reduced member subscriptions totaling £4,800. The main expenditure for during the year was track and container hire of £10,700. The track hire costs are currently £18 per hour and the increase in sessions during COVID has contributed to the significant shortfall this year.

It is clear that the last two years has dramatically reduced the strength of the clubs reserves and it is now time to focus on controlling the expenditure of the club. As a club we need to carefully consider all expense commitments for 2022 to reduce the level of deficit from last year. I recommend that, in line with England Athletics standards, we introduce an annual budget going forwards and that we then do not introduce unexpected costs unless absolutely necessary for the running of the club. The expenditure of the club must be matched to the revenue available.

The membership subscriptions should cover the costs of track hire, container hire and entry to the main competitions that we wish to enter. All other events and expenditure should be self funding, either through additional fees or fundraising activities.

Whilst I do not expect us to move back to a surplus or breakeven position for 2022, we must work to ensure that we do not incur a deficit of the same proportion.

Vicky Sheldon

Treasurer

Vale of Aylesbury Athletic Club
Income and Expenditure Account
Year ended 31st December 2021

	<u>2021</u>	£	<u>2020</u>	£
INCOME				
<u>General Income</u>				
Subscriptions	4,805		7,427	
Funding for Coaching courses	0		900	
Interest received	<u>4</u>		<u>20</u>	
		4,958		8,347
<u>Events</u>				
Super teams event	53		0	
		53		0
Total receipts		<u><u>5,011</u></u>		<u><u>8,347</u></u>
Expenditure				
<u>Administrative Costs</u>				
Stationery & administration costs	570		618	
Audit fee	100		-10	
Insurance	<u>256</u>		<u>251</u>	
		927		860
<u>Operational Costs</u>				
Training facilities	0		1,756	
Track hire	9,629		5,672	
container hire	1,133		1,575	
PPE	21		963	
Repairs	0		0	
Affiliation & team fees	600		378	
Travel	480		0	
Senior Social	<u>0</u>		<u>355</u>	
		11,863		10,699
<u>Events</u>				
Waddesdon 5k road race	30		0	
Marathon Challenge and awards	<u>150</u>		<u>0</u>	
		180		0
<u>Development Costs</u>				
Coaching course & fees	<u>526</u>		<u>771</u>	
		526		771
<u>Miscellaneous</u>				
Sundry expenditure	150		150	
Junior/new members kit	125		966	
VOAAC officials kit	0		1,008	
Depreciation	<u>2,298</u>		<u>2,357</u>	
		2,573		4,481
Total expenditure		<u><u>16,069</u></u>		<u><u>16,810</u></u>
Excess of income over expenditure		-11,059		-8,463

Vale of Aylesbury Athletic Club

Balance Sheet as at

31st December 2021

	<u>2021</u>		<u>2020</u>	
Fixed Assets	£	£	£	£
Balance brought forward		7,071		7,615
Additions		<u>2,123</u>		<u>1,813</u>
		9,194		9,428
Less depreciation		<u>2,298</u>		<u>2,357</u>
		6,896		7,071
Current Assets				
Stock	1,155		721	
Bank current accounts	2,505		596	
Bank deposit account	35,773		48,769	
Debtors	<u>0</u>		<u>450</u>	
	39,434		50,536	
Current Liabilities				
Creditors and accruals	<u>2,080</u>		<u>2,299</u>	
	2,080		2,299	
Net Current Assets		37,354		48,237
		<u>44,250</u>		<u>55,308</u>
Financed by:				
Accumulated Fund b/fwd		55,308		63,771
Net loss for the year		<u>-11,059</u>		<u>-8,463</u>
		<u>44,250</u>		<u>55,308</u>
Difference		0		

These accounts have been prepared from the books and records of The Vale of Aylesbury Athletic Club and I certify they are in agreement therewith.

Vicky Sheldon CMA/GCMA

Treasurer

Approved.....

Auditor

R. Kirk CPFA