

Minutes of the Annual General Meeting

Held on Wednesday 27th October 2017 at 8-00 p.m.

1 Present

1.1 A list of the 23 attendees is attached.

2 Apologies

2.1 Apologies were received from Nigel Douthwaite, Matthew Cooke and John Surtees.

3 Minutes of Previous Meeting

3.1 The minutes of the meeting held on 26th October 2016 were proposed as being an accurate record of that meeting by Doug Old, seconded by Stephen Widdison 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 2017 CALSA AGM. Thanks to you all for making the effort to attend. We do appear to have representatives from all sections, including our aspiring new section, Hockey. It is important for this meeting to be quorate (that is 20 full members) as we have a couple of **Special Motions** which need a qualifying vote in favour before we can action them.

Firstly apologies

Secondly, minutes of the 2016 AGM: can I have a proposer and a seconder that these represent an accurate record of the meeting.?

Thanks to my colleagues on the Management Committee for their support and input over the last year, and to Ian, Jane and the team for keeping the bar running smoothly. Every year presents challenges for the Management Committee and this past year has only been different in that the challenges were positive, such as agreeing on the refurbishment scheme and managing the actual process. We were also successful in using Widdi's grant-grabbing skills to source us the funds to clad the outside of the building, which I am sure we all agree looks so much better, as do the recently improved men's changing rooms.

This has been a record year for bar sales, partly due I have no doubt to the improved surroundings, but also partly due to the more welcoming and "can-do" attitude of Stubby behind the bar. Widdi's coffee lounge has also been a big hit. We have now introduced the dual pricing system on the bar, ensuring that non-members pay a small premium. Debit card facilities have also been added for members' convenience. You will have noticed that we now have a defibrillator mounted in the lobby, and several members have been trained in its use. Whilst not wishing to make light of the matter, we have acknowledged the age profile of our players, particularly squash and racketball, so this is our response. Like all insurance policies let's hope we don't have to use it.

As Stephen 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.

Such is the success of the section that at peak times court bookings are at saturation point, leading us to the stage of early discussions on the feasibility of a fourth squash court with an extension to the ground floor, possibly to include a gym, and a function/ meeting room on the first floor. This is at a very early exploratory stage so don't expect to see work starting anytime soon. In addition, Cricket have plans and funding in place for a fully enclosed two-lane net. These two projects require land which is currently not included in our lease footprint, so preliminary approaches have already been made to the Parish Council with a view to varying the lease. The two-part project will ideally include additional car parking, necessary to accommodate the extra activities. Planning permission will be required for these projects, so it is our intention to place them under one application. It is intended that the nets are in place for the start of the next cricket season. Our grant-master, Stephen Widdison is hot on the trail of funding for the extension, the overall cost of which is still being investigated, but is likely to be £300k plus. If anyone has any ideas about fundraising I am sure that Stephen will be all ears.

Boston Spa Hockey Club first started using CALSA as a base back in 2000/2001, and have been with us as an affiliated section continuously since then, holding their meetings, social events (notably their November beer festival) and post-match socialising here in the clubhouse. They have participated in and contributed to management discussions, though as affiliates they have not had the right to a vote. During the past year, the Management Committee invited the Hockey Club to canvas its members on whether or not they wished

the Club to become a fully-fledged section of CALSA, the first new section since CALSA was formed 40 years ago.

After more than 100 years of independence I am pleased to report that the members voted overwhelmingly in favour. If that is supported by CALSA members here tonight, Boston Spa Hockey Club will become the fourth constituent section of the Association. That then will be first **Special Motion** this evening: can I please have a show of hands in favour/against. Within that **Special Motion** is a request to approve the amendments to the constitution necessary to adopt that change. The second **Special Motion** is to approve an amendment to the Constitution which places an onus on all sections to pay a levy to CALSA for each senior playing member at a level to be set by the Management Committee.

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 has challenged some of our numbers and suggested changes to some of the ways in which we report, notably depreciation.

I would like now to hand over to our Treasurer, Stephen Widdison to make the financial report.

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 and on that note, I would like to thank Steve Osborne a co-opted member for some time now for his input to the Management Committee, especially during the refurbishment process.

The Officers, John Wigley (President), me (Chairman) Nigel Douthwaite (Secretary) and Stephen Widdison (Treasurer) are all prepared to stand for re-election and have been proposed and seconded. I express 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.

There are presently no other nominations for any of these positions: are there any other nominations for any of these positions from anyone here this evening? In that case, I suggest a vote on the re-appointment of all officers en-bloc. Proposer and seconder please,

those in favour/against

6 Financial Report

- . 6.1 Stephen Widdison circulated copies of the 'Accounts for the Year Ended 31st August 2016' – a copy of which is attached to these minutes.
- . 6.2 Stephen 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 Election of President

7.1 John Wigley, was proposed by Charlie Powell and seconded by Billy Bartle and approved by the meeting.

8 Election of Officers

- . 8.1 Nigel Cooke's appointment as Chairman was proposed by Stephen Widdison, seconded by John Wigley and approved by the meeting.
- . 8.2 Nigel Douthwaite's appointment as Secretary was proposed by Doug Old and seconded by Connie Appelbe and approved by the meeting.
- . 8.3 Stephen Widdison appointment as Treasurer was proposed by John Cockill, seconded by Doug Old and approved by the meeting.

9 Election of Independent Financial Reviewer

9.1 Anthony Kettlewell was proposed by Stephen Widdison, seconded by John Wigley and approved by the meeting.

10 Special Resolutions & Constitutional Changes

That the Constitution of Collingham and Linton Sports Association be altered as per the below:

The purpose of the changes:

- To enable Boston Spa Hockey Club to become a fully affiliated Section of the Association

The detail of the addition:

Sections 1, 2 and 4 wording to be amended to incorporate Hockey.

Proposed by Doug Old, Seconded by Paul Robinson, unanimously approved by meeting

The purpose of the changes:

- To enable the Management Committee to set an annual membership fee for affiliated sections.

The detail of the addition:

The following paragraph be added to section 4:

Club Membership

The constituent sections shall be liable pay to the Association an annual membership fee, the amount and timing to be determined by the Management Committee.

Proposed by Richard Hnat, Seconded by Doug Old, approved by a majority at the meeting (20-3 with Bernie Usher, Steve Usher and Tony Sitek voting against)

11 A.O.B.

- . 11.1 Several members requested that Sky Sport be made available through the TV. NC advised that it was on the Agenda for the next Management Committee meeting.
- . 11.2 Bernie Usher suggested that there was a need for a female committee to consider and promote activities deemed "female friendly". Nigel welcomed Bernie's suggestions and said the Management Committee would look to support proposals put to it
- . 11.3 There being no other business the meeting ended at 8.55 p.m. Approved by:

..... Chairman

..... Secretary

Treasurer's Report – 2017 AGM

You have copies of the accounts for the year ended 31st August 2017. 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 were put on to a new accounting system (Sage), two years ago in order to create a more transparent set of figures, and to be free of some anomalies that had passed from, and to, several previous Treasurers over the years.

This year is the first year we are using what could be called cash accounting. By that I mean, what we receive goes in to the profit and loss account as income, what we spend comes out of the profit and loss account as expenditure. The change being that we now don't capitalise (i.e. put on the balance sheet) large expenditure, to be depreciated. 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 also up. The Bar is quite simple, higher takings whilst maintaining margin without increasing running costs. Other Income which is up, is for all intent and purposes, Squash & Racketball Contribution (Members Subs) and the £18000 grant for exterior of the building. On the expenditure side, there is a £65,000 increase. From a Management Committee point of view this is all planned and raises no concerns. In highlight; £22k is the outside of the building; £25k is the refurbishment; a £7k increase in Repairs. This covers a myriad of items including Tackle Shed Roof, Showers, Ice Machines, Fridges, Fire Exit and gas boiler and cellar cooling system.

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 up on last year as were court fees. Squash & Racketball have used their funds to improve a few key facilities, including, Court 3, the doors to courts 2 & 3 and the changing rooms.

Cricket net income was similar to last year, with the jump in grants and subs, being used to cover the additional ground maintenance expenses.

Football net income fell 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 controlled. Light and heat costs have increased this year, partly due to the timing of invoices paid. The other major items I have referred to earlier.

On to the Balance Sheet, Page 7. Please read the Notes on page 8 to clarify the Balance

Sheet information on page 7. To some degree a lot of the figures have no relevance to the day to day running of the Association, however the important figures are the CALSA bank account being £2,500, and the Purchase Credit Control Account (which are the debts CALSA has – an amount in cash flow terms the equivalent to a week of bar supplies) at £1,207.

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

I am happy to discuss in detail with anyone after the meeting the way we complete the accounts, and explain the consolidation processes for bringing the Sections' accounts in to the Consolidated accounts. However, I will try and answer now any questions that people want to pass my way?