

ANNUAL GENERAL MEETING **HELENSBURGH AMATEUR SWIMMING CLUB**

MINUTES OF THE ANNUAL GENERAL MEETING **Held at Helensburgh Sailing Club at 6pm on the 27th August 2022.**

Present

Alex McEwan, Lee Humphries, Nicola & John McMahon, Claire Hennessey, Simon & Lizzie Kershaw-Yates, Sue Macartney, Gemma Peace, Kirsteen Hutchieson, Kellie & Stephen Chrome, Lois Smith, Neill Lyell, Charlie & Robyn Mace, Jill & Ann Young, Steve & Mandy Brown, Clare & Pete Hennessey, Nikki McKenzie, Jamie McGarry, Fiona & Ross Balfour, Kirsty Walker, Jane Waitling-Smith, Anne Maire Graepel & Jonathan Hicks, Tricia Leavy.

Apologies

Honorary members - Rosaleen Bray, Ian McArthur, Margaret Thomas.
Members – Jeannette Loram

Minutes of Last Meeting

Minutes of the Annual General Meeting held on the 16th September 2021 by zoom were proposed for acceptance by Simon Kershaw Yates and seconded by Alex McEwan.

President's Opening Remarks/Combined President and Secretary Report

Gemma Peace as outgoing Vice President carried out the speech due to the changes within the committee.

I have been part of the club and on the committee for the past 8 years and during that time the club has experienced many positive achievements for the swimmers including, personal best times, recording breaking times, external competitions, club competitions and social events including celebrating our 130th year last year. We have also had some more challenging times through Covid but even, so the club has remained resilient throughout.

We navigated our way through the covid restrictions with the support of our amazing coaching team who thought outside the box by introducing online and outdoor training sessions and when we did return to the pool, they had to coach wearing masks in the searing heat but continued to always provide quality training sessions for our swimmers. For that I give great thanks for their commitment and flexibility.

I would also like to take this opportunity to say a huge thank you to our outgoing president, Alex McEwan. Alex has been our president for the last 4 and a half years. She has worked so hard liaising with the pool, SASA and the committee to ensure we were doing our best for all our swimmers and achieving our swim mark plus accreditation. She worked tirelessly through the pandemic to make sure we ran a safe and secure club. She also worked with Sue McCartney securing grants and monies to put towards timing equipment for the new pool. On behalf of everyone in the club and on the committee, Thank you!

As I am sure you are aware all the coaches and committee members are all volunteers and I am sure I speak for everyone when I say thank you for all the time and effort you put in. We would not be here today without you all.

As Alex and I step down from our roles on the committee a new era approaches, Lizzie Kershaw Yates has kindly agreed to become the new president. There are exciting times ahead for the club going into the new pool and I will now pass you on to Lizzie. Thank you.

Lizzie Kershaw Yates – I would be delighted to hear any new ideas for the club, I ask that everyone bears with us and stays positive and attends training as much as possible. We are hoping that the pool times we have negotiated will be a bit more flexible once the pool is opened.

We would like to see a lot more parents at the pool over the next few months and help build the club back up again. Hopefully breakfast clubs will start again on a Sunday. Thanks and hopefully see you again soon.

Alex McEwan said thanks very much to all the volunteers and to everyone who helped run the committee during her 4.5 years. Thanks also to both members that are resigning, Gemma Peace, who has carried out various roles for the past 8 years and Sue Macartney, both have contributed greatly to the club. Alex said she really enjoyed her time with the club and hoped everyone was looking forward to moving into the new pool. She wished everyone goodluck for the future.

Head Coach Report

Good evening everyone, always good to follow your wife in a speech and she mentions everything that you have prepared. I want to acknowledge the coaching team as they are driving the club forward. Coaching team – round of applause and bottle of wine for all of them.

Where are we – we are almost there – the new pool is going to be fantastic the new squad times have been printed off and are on the table for everyone to view. The swimming pool is trying to make the swimming club for the whole community and as a result it has been difficult to get the previous squad swim times. The times will be reviewed at Xmas, when the pool is able to access how well this has worked.

The club will start back on the 5th of September – there is a taster session for the club, on the 30th of August from 5pm until 6pm. Hopefully everyone will come along.

We had limited access to galas last year – however mini-league was back in force. Good to see swimmers turning up and learning about competitions. Congratulation to all the swimmers.

Where are we going from here - continue to build on the successes and working on the fitness technique. Working on each swimmers own ambitions.

We will need to ensure effective training from the new timetable and try and get the best out of the swimmers.

Internal Galas - we previously decided when to have them as we had the whole pool on a Friday, now we are going to need to book them in advance. A programme of internal championships will be sent out over the next few weeks to ensure maximum commitment from parents.

More external galas coming up in the future. There is racing opportunities for everyone. There are swimming competitions available for everyone.

We are trying to get as many swimmers as possible to go along and be a team and support each other. We need to turn up to these graded events and try and get times to allow the swimmers to enter other competitions.

I am trying to ensure everyone has an opportunity to enter galas. We will need extra timekeepers and officials to help out at galas.

Spectator area in the new pool is away from the pool. I will be emailing out to try and get people to help out at these internal and external events.

There are issues at external galas if we do not provide the right amount of support.

We are asking for a bit of patience over the next few months, please do email me if there is anything you would like to discuss further.

Communication is not always catching everyone. There may be other avenues set up to communicate with the club.

I will support volunteers and coaches and make the swimmers the best that they can be.

My primary goal is to give every child the opportunity to race if they want to and get the swimmers to reach their potential.

Treasurers Report

Good to see so many parents at the AGM. Its good that we are almost back to normal activity within the club. Great thanks to the outgoing president for getting us back to normal as well as the coaching party.

With the impact of Covid fading, it was a great relief to see operations of the club generally returning to pre-Covid levels. During the year, the club generated a significant surplus of £17,872.95 (Prior Year - the club generated a small surplus of £898.17) resulting in an increase in bank balances held to £42,904.44 at 30th April 2022. Although tight control of expenditure continued and subscriptions received returned to close to pre-Covid levels, the surplus was achieved primarily as a result of the fundraising activities headed up by Sue Macartney that raised some £10,359 during the year and the deferment of paying pool hire fees to Live Argyll of some £4,442.

Whilst cash holdings at the end of April 2022 were significant, adjusting for expenditures that the club has committed to (purchase of timing equipment for the new pool, expenditure specified by donors and outstanding pool hire rental fees) reduces the amount of cash available for general use to £14,307. This free cash surplus leaves the club in a strong financial position which will allow it to cope with the current year when the move to the new pool may bring new challenges to the club in terms of membership retention.

A summary of the accounts is shown below and further details of Income and Expenditure for the current year can be found in the accounts provided.

Summary of Accounts (£'s)

	2021	2022	Change Inc/(Dec)
Opening Bank Balances	24,133.32	25,031.49	898.17
Income	9,223.65	30,169.48	20,945.83
Expenditure	8,325.48	12,296.53	3,971.05
Surplus/(Deficit)	898.17	17,872.95	16,974.78
Closing Bank Balances	25,031.49	42,904.44	17,872.95

Income for the year of £30,169.48 (PY £9,223.65) increased by £20,945.83 primarily driven by

- a) Increase in membership fees as a result of returning to normal operations (£12,144)
- b) Fundraising/Donations and Grants received (£9,334)

Expenditure for the year of £12,296.53 (PY £8,325.48) increased by £3,971.05 over last year. Major increases in expenditure related to

- a) Reduction in Gala expenses due to fewer events being entered (-£657)
- b) Increase in Pool Hire costs (£4,935)
- c) Reduction in course fees following (-£671)
- d) Increase in SASA fees (£1,093)
- e) Reduction in costs of the Argyll & Clyde squad (-£1,084)

I can confirm that all material payments and receipts for the year are included in the above other than an amount due to Live Argyll for Pool hire rental of £4,442 that as a result of issues within Live Argyll could not be invoiced until after the end of the year. This amount has subsequently been paid to Live Argyll.

I would like to thank all of the committee members and parents who helped greatly during the year collecting membership fees and gala subscriptions.

There will be initial teething problems when we move to the new pool. We are trying to keep the fees the same this year as they were last year. They are the same as the levels from 2018 and 2019. Some parents have mentioned that Swimming Club fees are expensive - if you look at the number of hours in the pool - for Gold squad over the year that equates to £1.50 per hour.

Are there any questions – no.

Proposed Changes to the Constitution & By Laws

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Adding in Compulsory Issue heading to clarify which Model issue constitution is based on.

Amend BL2.0 to be “Committee Meetings” (ie exclude General Meetings)

Amend BL2.1 to be “Committee Meetings Standing Orders”

- Constitution C3.1(a) & (b)

Amend the definition of Adult and Junior swimmers to be age related, removing reference to “Scots Law”.

- Constitution C3.2.3 (Main and alternative paragraphs)

Add in additional wording clarifying that members may be suspended or excluded from Club activities if their

fees are not up to date.

- Constitution C5.1.2

Add in optional wording allowing parents who are not members of the club to attend AGMs on behalf of a Junior Member.

- Constitution C5.1.6

Standing Orders for Club AGMs are now as per Company Rules Section 16.

- Constitution C5.3.1

Clarify that Management Committees can only call an EGM at a Management Committee Meeting not just by

the agreement of some Management Committee Members.

- Bye-Law BL2.0

Amend BL2.0 to be Committee meetings.

- Bye-Law BL2.1

Amend BL2.1 to be Committee Meetings Standing Orders.

Replace BL2.1.6

Add in new paragraphs BL2.1.8 & BL2.1.9 (based on Company Rules Section R16.3.9 &10).

All at the AGM agreed to these changes.

Matters Arising or Outstanding From Previous Minutes

No matters were brought up from the previous minutes.

Election of Committee Members

New members and officials were proposed and seconded by the committee through Google, as well as the AGM.

- **President:** Lizzie Kershaw-Yates has recently been appointed following Alex McEwan's resignation during the year.
- **Vice President:** Gemma Peace has resigned and Rosalyn Vickers has agreed to take on the role.
- **Secretary:** Nicola McMahon has agreed to continue in the position.
- **Treasurer:** Lee Humphries has agreed to continue in the position.
- **Membership Secretary:** Clare Hennessey has agreed to continue in the position.
- **External Gala Convenor:** Neill Lyell will continue in the position.
- **Internal Gala Convenor:** Lesley McGarry will continue in the position.
- **Child Wellbeing and Protection Officer:** Lois Smith will continue in the position.
- **Training Co-Ordinator:** Steve Brown will continue in this position.
- **Social Co-Ordinator:** this position is currently vacant.
- **Fundraising Co-Ordinator:** Sue Macartney resigned during the year and has not been replaced.
- **Website Co-Ordinator:** Peter Brown will continue in the position.
- **Publicity Officer:** Tricia Leavy has recently been appointed to this position.
- **Trophy Convenor:** Aileen Baird will continue in the position.
- **Kit Convenor:** Nikki McKenzie has taken over the role from Sue MacCartney.
- **Head Coach:** Simon Kershaw-Yates will continue in the position.

Appointment of Independent Examiner

Lee Humphries advised that Ian Docherty had agreed to continue next year.

Any Other Competent Business

Nothing to add.