

# **ANNUAL GENERAL MEETING** **HELENSBURGH AMATEUR SWIMMING CLUB**

## **MINUTES OF THE ANNUAL GENERAL MEETING** **Held at Helensburgh Sailing Club at 6pm on the 26<sup>th</sup> August 2023.**

### **Present**

Lee Humphries, Nicola & John McMahon, Simon & Lizzie Kershaw-Yates, Kirsteen & Jimmy Hutchieson, Neill & Emma Lyell, Charlie & Paul Mace, Jill & Alan Young, Steve & Mandy Brown, Clare & Pete Hennessey, Kirsty Walker & Chris Bell, Jane & Ed Watling-Smith, Tricia Leavy, G & D Foster, Rab Marshall, Aileen Baird, Maureen Perry, Sue & B Carney, Fiona & Ross Watson, Noel & Victoria Gallacher, Kathryn Smith.

### **Apologies**

Honorary members – Robert MacGregor, Stuart Sanderson, Patricia Cook, Ian McArthur, Gillian Hunter, Anne Marie Graepel, Fiona Carlaw, Lisa Herridge, Jeannette Loram.

### **Minutes of Last Meeting**

Minutes of the Annual General Meeting held on the 27<sup>th</sup> August 2022, were proposed for acceptance by Jane Watling-Smith and seconded by Paul Mason.

### **President's Opening Remarks/Combined President and Secretary Report**

For those of you don't know me I'm Lizzie, welcome to everyone.

Thanks to Tricia and Paul for organising the evening and the committee for all their help. Big thanks to Lee Humphries for his 9 years as Treasurer of the club and his continued support.

We need as much help as possible. Being on the committee is not a huge commitment, there are around 4 meetings a year.

We would like parents from each squad to attend committee meetings and help represent that squad. If you have any good ideas please bring them forward. There are still some gaps within the committee please put yourself forward for one of the roles.

Thanks and enjoy your evening.

### **Head Coach Report**

Thank you to everyone especially all the squads and the coaching team for coming along. There have been one or 2 teething problems initially with the new pool - however more pool time has been agreed and hopefully will continue.

Thanks to the swimmers and the parents for all putting up with the busy lanes and the noisy sessions. Club membership has grown over the past year and the lanes are all now full.

Younger swimmers took place in the mini-league during the year. We are looking for the younger swimmers to start preparing for these meets next year.

We have seen some of our senior swimmers invited to the Scottish Summer Meet, Lance, Owen & Luke, this deserves a mention and is great representation for the club.

Thank you to all the coaches who have helped out over the year. Kirsten Hutcheson – bronze coach, thanks very much. Paul Mace – Gold coach, thanks very much. Steve Brown – Assistant Head Coach, thanks very much.

We have new coaches for the next season Rab and Gavin which is great as it eases the pressure on the other coaches.

Jane is the new WPO and she will help everyone through the onboarding and compliance aspect of coaching.

Membership renewals so far have reached 50, overall membership is up on last year. Given the extra lane space we have been managed to negotiate there is now an opportunity for some of the squads to grow. Could parents continue encouraging the kids.

The Internal Gala programme will run from Sept to May and this is what leads to the trophies awarded at the prizegiving. Hopefully they will be on a Friday night or Sunday morning.

We are looking to reintroduce the club team events, with a red, white and blue team. As well as points being awarded for races, there will be points awarded for attending swimming sessions. The team with the most points will win a prize. Our aim is to develop the senior members by encouraging them to help the younger members.

There will be more galas available to those who have not been eligible for previous meets. Some of these events can be far away and we would encourage you to take part as this is a competitive club. Neill will let members know who is eligible for these events.

The external gala in Dunoon was a great success. In late winter early spring there will be a rematch with Dunoon just to get the kids more access to competitions.

The Scottish Schools event will be in operation again over the next few months. Please let Simon know if you hear anything from the school regarding entering this event, he will assist with times etc.

Simon still needs additional people to help out poolside. Timekeepers – need at least 12 for internal galas. We as a club need to provide a number of officials at all the meets the members participate in or we can be fined.

We are looking for the following:

1. Poolside helpers – our expectation is an odd hour here and there which would help run the lanes more efficiently.
2. Team managers would be useful to help at mini-leagues etc. Help to organise kids at meets.

Without new coaches coming in we will not be able to operate as a club. We need to stay on the right side of governance.

Please encourage swimmers to turn up with the right kit. At junior level please make sure they have the right kit and also a water bottle – also make sure they have eaten before sessions.

For all swimmers please arrive 10-15 minutes before the sessions to allow the coach to have a chat before the session begins.

Parents should feel free to speak to the coaches if they have any concerns.

Simon's main aim this season is to give all the swimmers the opportunity to race. He will work with the coaches to develop individuals.

## **Treasurers Report**

Following the impact of Covid, the club has been able to return to normal operations and it was particularly good to see the club now benefitting from the new swimming pool complex in Helensburgh.

Although the club reported a significant deficit of £14,608.15 (Prior Year - the club generated a significant surplus of £17,872.95) resulting in a reduction in bank balances held to £28,296.29 at 30th April 2023, this was primarily due to the expenditure of some £10,605 for new timing equipment at the pool that the club had generated in earlier periods and the reduction in fund raising activities.

Tight control of expenditure continued and subscriptions continued close to pre-Covid levels.

Whilst cash holdings at the end of April 2023 were significant, adjusting for expenditures that the club has committed to, some £22,923 remains available for future use. This free cash surplus leaves the club in a strong financial position which will allow it to cope with any major difficulties that the club may face going forward.

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)

	<b>2022</b>	<b>2023</b>	<b>Change Inc/(Dec)</b>
Opening Bank Balances	25,031.49	42,904.44	17,872.95
Income	30,169.48	20,974.61	(9,194.87)
Expenditure	12,296.53	35,582.76	(23,286.23)
Surplus/(Deficit)	17,872.95	(14,608.15)	(32,481.10)
Closing Bank Balances	42,904.44	28,296.29	(14,608.15)

Income for the year of £20,974.61 (PY £30,169.48) reduced by £9,194.87 primarily driven by

- a) Reduction in membership fees (£2,164)
- b) Reduction in fundraising/Donations and Grants received (£8,750)

Expenditure for the year of £35,582.76 (PY £12,296.53) increased by £23,286.23 over last year. Major increases in expenditure related to

- a) Increase in Equipment purchases to include new timing equipment £11,065
- b) Increase in Pool Hire costs - £5,408
- c) Increase in kit purchases - £2,199
- d) Increase in SASA fees - £208
- e) Increase in training/course fees for volunteer coaches - £815
- f) Repayment of a grant received from Argyll and Bute Council that could not be used - £2,500

I can confirm that all material payments and receipts for the year are included in the above other than a minor amount due to Live Argyll for Pool hire rental of approximately £1,000 for the months of March and April that still have not been invoiced.

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

Any further questions?

John McMahon - can we get any interest on the cash. We could but it is very difficult to obtain.

Thanks to all the previous committee members that have helped and I wish all the club well for the future.

### **Proposed Changes to the Constitution & By Laws**

None

### **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 at the previous committee meeting, as well as the AGM.

- **President:** Lizzie Kershaw-Yates agreed to continue.
- **Vice President:** to put themselves forward.
- **Secretary:** Fiona Carlaw has agreed to take over from Nicola McMahon.
- **Treasurer:** Nicola McMahon has agreed to take over from Lee Humphries.
- **Membership Secretary:** Clare Hennessey has agreed to continue in the position.
- **External Gala Convenor:** Neill Lyell will continue in the position.
- **Internal Gala Convenor:** Kellie Chrome has agreed to continue in the position.
- **Child Wellbeing and Protection Officer:** Lois Smith has resigned and Jane Watling-Smith has taken over the role.
- **Training Co-Ordinator:** Steve Brown will continue in this position.
- **Social Co-Ordinator:** this position is currently vacant.
- **Fundraising Co-Ordinator:** vacant
- **Website Co-Ordinator:** Peter Brown will continue in the position.
- **Publicity Officer:**
- **Trophy Convenor:** Aileen Baird will continue in the position.
- **Kit Convenor:** Nikki McKenzie will continue in the position.
- **Head Coach:** Simon Kershaw-Yates will continue in the position.

### **Appointment of Independent Examiner**

Lee Humphries to confirm if Ian Docherty will continue next year.

### **Any Other Competent Business**

Nothing to add.

Lizzie - Thanks to Simon and Steve for all their help and organisation. You don't have to know anything about swimming to be able to help. Please put yourself forward. Thanks for coming along.