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**MEETING HELD AT:** BROXBOURNE SPORTS CLUB, BROXBOURNE

**DATE:** 7<sup>th</sup> November 2023                      **TIME:** 7.00pm

**RE:**                                      **MINUTES OF BROXBOURNE SPORTS CLUB ANNUAL GENERAL MEETING**

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<b>PRESENT:</b>	Gary Scanlon	Chairman
	Phil Burrows	Treasurer
	Ian Bailey	Grounds Chair
	Jim Marshall	Tennis Delegate
	Alan Brewster	Cricket Delegate
	Mark Blake	Squash Delegate/House Chair
	Richard Wilkinson	Hockey Delegate
	Lee Warwick	Running Delegate
	Sarah Elliott	Business Development
	Clare Woollard	Secretary
	plus 19 club members (listed below)	

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**DATE OF ISSUE:** November 2023

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Broxbourne Sports Club will rely on these notes as the approved record of matters discussed and conclusions reached during this meeting, unless written notice to the contrary is received by Broxbourne Sports Club within seven calendar days of the issue date of these meeting notes.

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### **1. Apologies**

Eric Skilton, Mark Neville, Adrian Turnham

The Chair thanked all those for attending the AGM and for their continued support and volunteering.

### **2. Agree the minutes of the last AGM held on 10th November 2022**

All actions raised at last AGM taken to committee. Only one of these actions still outstanding, which is future club development (Point 5.01 AGM 2022)

2022 minutes agreed.

Proposer: Jamie O’Sullivan

Seconder: Ian Bailey

### **3. Questions from the floor on the Finance and Officer reports**

#### Financial Strategy

Phil Burrows outlined the Club's financial strategy of maintaining financial stability during uncertain times and trying to grow the club coming out of COVID. All sections, apart from squash, have bounced back well from COVID and are growing. The Club is working hard to reinvigorate squash and now have three league teams against last year's one team. The Club believes the key to success is to invest in coaching, particularly as we have great junior sections in cricket, tennis, and hockey.

#### Notable Sporting Successes

The ladies cricket team won their league in their first season and Amber Marshall retained her title as the UK Racquetball Series Champion. Mylie Robson won the under 11 tennis county tournament.

#### Staffing

We would like to thank our small team of staff for their hard work. Thanks to our admin team of Teresa and Rosie, the bar team led by Jill Marshall and the grounds team of Dave, Jamie and Ray. Visiting teams have been very complimentary about the grounds and facilities at the Club.

#### Club Development

The outside development of the Club has been good with padel being a great success. Game4Padel have not been quick to rectify teething issues such as surface water and intermittent lights failures.

Last year we spent money refurbishing the bar and repair to the roof due to water tank leakage, which was an unexpected cost.

#### Functions and Events

Thanks to all those who volunteer and put on events which brings funds into the Club.

### **4. To adopt the Officers Reports and Accounts for 2022/23**

Adoption of Officers Reports and Accounts for 2022/23

Proposer – Jamie O'Sullivan

Secunder – Mark Blake

## **5. Planned activity for the rest of 2023/24**

In the last 5-6 years the Club has invested in outside sports facilities. We are now going to look at developing inside. The options being to refurbish, uplift or knock down the current building. Due to increasing costs, we feel it would be prudent to refurbish the current building. This will involve extending the balcony from the bar and refurbishing the changing rooms and showers. Once we have the report from Terry White's company on the different options, we will ask the Club for their views on how we proceed. We plan to undertake any development in stages as this is financially sensible. Thanks to my fellow committee members and all committee members in all the sections who have supported this activity.

## **6. Committee and Volunteers**

The chair thanked all serving members of the committee for their hard work and commitment throughout the year. Also the many volunteers who have supported the club throughout the year arranging and managing events.

### Accounts (Phil Burrows)

A successful financial year with a £5,000 surplus. We have spent on background infrastructure. Sports income provided a surplus of £45,000 as opposed to £1,000 last year. Padel provided an income of £10,000 and no expenditure. Sectional income has remained stable except for squash. Tennis income is ahead of last year. Sectional expenditure is the same as last year. Ground costs are down from last year. The bar has made a £100,000 profit which gets ploughed back into the club. There were more grants and donations last year; these were spent on the disabled lift, which cost £50,000. £25,000 of that coming from a grant, the other £25,000 from the Club. There were administrative expenses of £180,000, the majority of which was spent on upgrading pavilion facilities. This year we have received the John Astin legacy.

### Balance Sheet – Assets and Liabilities (Phil Burrows)

Net assets of over £100,000 mainly in cash. Bar stock of £13,000, debtors £30,000 which relates to paid in advance insurance and pre-payments for the Lashings Festival. Although we have less cash than last year, we also have less creditors.

### Question: Are we tracking the income from Game4Padel?

Phil Burrows tracks subscriptions, court hire and racquet hire. Sarah Elliott has administrative rights for Game4Padel to check we are receiving the correct income.

### Question: Will we eventually own padel?

No, we will never own padel but after two years our income from padel will increase to 25% and after 8 years to 50%.

Sarah Elliott said the unreliability of lights on the padel courts has hopefully been resolved and next week Game4Padel will be looking at the drainage problems on the padel courts.

Padel does not cost us anything and provides income, but we will continue to monitor our relationship with Game4Padel.

### Report from the Running Club (Lee Warwick)

Last year the Running Club had 50 members, they now have 65 members and have only lost one member. The Running Club is going from strength to strength, eight people have completed a 50-kilometre race and there have been several marathon runners, and one blind runner who has raised £15,000 for Guide Dogs for the Blind. The Club have four teams in the summer and winter leagues and twenty-five people regularly run on club night.

### Report from Grounds (Ian Bailey)

Issue with trees and subsequent damage to cars. Our neighbour is dealing with the claims. Trees on our land are being cut back to ensure they are safe and being cut away from the astro turf. The grounds staff continue to keep the grounds in a pristine condition. Further information on a proposed solution for tidying up the grounds around padel will be provided to the Committee.

### Question from Angie Lewis – could the car park be improved?

Ian Bailey replied that we currently do not have the funds to do this properly. It would be very expensive costing in the region of £250,000. The Club is looking at temporary fixes such as plastic matting and the Club does keep filling in holes to maintain the car park.

The club has decided to take fewer pitch hires due to the issues with car park congestion in the evenings.

It was also mentioned that as we cannot currently use the area by the mini tennis courts during the winter, the car park is getting extremely busy. Sarah Elliott suggested warning members if there is a significant event on and asking them to walk to the Club if possible. It was questioned whether we could have car park marshals during an event but decided that, as this would rely on volunteers, it might not be possible.

### Options to develop the building.

We will be finishing the bar and focusing on refurbishing and uplifting the downstairs of the building.

## **7. Restructure of the Club**

Restructuring as a charity is the preferable option for the club. We now have a company limited by guarantee and a registered charity and need to transfer our assets into the new company. Due diligence is progressing and will hopefully be completed by Christmas. Sarah Elliott asked if anyone knows of lawyers who might help with the restructuring of the Club on a pro bono basis, as she is concerned about the costs we are likely to incur. Once we are trading as a charity, there should be more funding options available to the club.

## 8. Election of Officers

Unless any of the existing officers are unhappy or there are any objections the Chair proposed keeping the existing officers in post.

Chairman	Gary Scanlon
Secretary	Clare Woollard
Treasurer	Phil Burrows
Ground Chair	Ian Bailey
House Chair	Mark Blake
Marketing & Communications	Mark Neville
Business Development	Sarah Elliott
Proposer – Ray Watkins	Seconder – Jamie O’Sullivan

## 9. AOB

Question from Lee Warwick - How can the Running Club obtain investment in coaching?

GS outlined two methods.

Option 1: help younger members get qualified, which he said was his preferred method, if possible.

Option 2: come forward with requests for external coaching.

Then send the Committee an email outlining requests for investment in coaching with costs and we will support.

Question from Lee Warwick - How can the Running Club obtain an advertising banner for runners on the railings near the hockey pitch?

The Chair suggested the Running Club work out exactly what they want and then talk to Mark Neville to implement.

There being no other business the meeting closed at 7.50pm

### Members in attendance:

Gary Scanlon	Geoff Cox	Gordon Picker
Jackie Scanlon	Dave Barnes	Richard Grove
Clare Woollard	Sarah Elliott	Dominic Horslen
Dave Stocker	Richard Wilkinson	Jack Price
Jenny Stocker	Gemma Robson	Dave Acquet
Lee Warwick	Kevin House	Angie Lewis
Phil Burrows	Jamie O’Sullivan	Wendy Wilkinson
Jim Marshall	Rosie O’Sullivan	
Ray Watkins	James Shand	
Richard Copham	Alan Brewster	
Kevin Robinson	Ian Bailey	