

# DEVIZES CANOE CLUB

## MINUTES OF ANNUAL GENERAL MEETING

held on:

Thursday 26<sup>th</sup> November 2020 via ZOOM

Present: Mark Bouch, Ann Slator, Paul Papworth-Smith, Dan Colby Tereza Thackray, Sue Colby, Stuart Colby, Ian Thackray, Charlie Mayo, Trevor Hunter, Bev Hunter, Chris Jones, Matt Wilks, Nigel Chivers, Juliet Fooks, Anna Overton, Katie Scaplehorn, Nick Prichard, Sarah Cooke, Andy Allen, Emma O'Keefe, Alex Sheppy, James New, Jon Scaplehorn

Apologies: Sera Gay, Charles Jenkins

The Chair began the meeting by outlining how he would conduct it, explaining that all matters on the Agenda would be gone through and at the end of the meeting those present would be able to vote on each Resolution proposed. The Chair would then provide the meeting with the results of the vote. Should any questions arise during the meeting, these would be taken to the first management meeting after the AGM and an answer provided. No additional resolutions would be considered at this meeting because of time constraints.

**Minutes of previous AGM** – No questions or comments had been received from the membership prior to the meeting, and there were no comments from the floor. The Chair asked the floor to agree these minutes as a true record.

This resolution was carried unanimously in the vote.

### **Trustees Report**

The Chair begun his summary by acknowledging that the year would be remembered for the death of Kevin Dobson, one of the founders of Devizes Canoe Club, Chair for 9 years, and a member who had made a significant contribution to the Club.

The Chair summarised the Trustees Report. The key points he wanted to mention were:

- The significant development taking place within the coaching team, although some plans had had to be put on hold due to the Covid 19 pandemic.
- The development of communication with members using social media platforms.
- The fantastic effort club volunteers have made to get the Club paddling this year.
- A request for members to get involved in developing the Club's next 5 year strategy, which is being led by Chris Jones and Mark Bouch.

The Chair asked for a vote of thanks to all volunteers who have kept the Club running during this difficult year.

There were no questions from the floor about the Report's content or fact.

The Chair asked the floor to resolve to accept the report for submission to the Charities Commission.

The resolution was carried unanimously in the vote.

## **Retirement and Re-appointment of Trustees**

The Chair informed the meeting that to date the CIO Trustees did not meet to discuss Club matters, they delegated this to the Club Committee. However, with the significant developments within the Club the Chair has proposed that this change, and responsibilities are split between different groups to ease the running of the Club. As a result the Trustees will meet quarterly to discuss matters around governance, finance and Club strategy.

The Chair announced that Teresa Russ was standing down as a Trustee. She was a founding member of the Club and the Chair thanked her for all her work at the Club, most of which was behind the scenes.

Andy Allen was retiring as a Trustee but had agreed to stand again. He was re-appointed together with Paul Papworth-Smith, Juliet Fooks, Sue Colby, Ann Slator and Mark Bouch.

Chris Jones was elected as a new Trustee.

There were no questions from the floor regarding this matter.

The resolution was carried unanimously in the vote.

## **Financial Report**

The Treasurer reported financially the Club had had a very good year. There was some tail end work on the premises still to be completed, but with equipment grants from the Lottery Fund and Wiltshire Council the Club had been able to invest in about £20,000 of new kit.

The Treasurer was also able to report that for the first six months of the 2020/21 year, heavily disrupted by the COVID-19 pandemic, had seen very little happening. However, the Club benefitted from 2 grants - £2,500 from Sport England, used for utilities, coaching and maintenance, and a £10,000 grant from Wiltshire Council – which was being utilised for additional cleaning and sanitising measures the Club was taking in order to be COVID secure.

In his view, the Treasurer reported the Club had a good pot to keep the Club going should membership in the following year drop.

The Chair had received a question from the membership regarding the deficit between coaching income and expenditure. The Treasurer confirmed the Club doesn't normally have one but due to the COVID-19 situation this year a small deficit has developed. In 2021 coaching fees will be adjusted to ensure expenditure and income are balanced.

There were no further questions so the Chair requested that the floor approve the 2018/19 set of accounts as circulated so they could be published with the Charities Commission.

The resolution was carried unanimously in the vote.

## **Membership Fees**

The Chair asked that all present had received and read the proposal regarding membership fees circulated in advance of the meeting. All present had. The Chair had to then explain that at the last committee meeting prior to the AGM a small change had been made to Resolution 1, the proposed new membership fee structure which was that Adult membership would start at 23, Young Adult would be 18-22. This brings the Club's fee structure in line with our national governing body. The Chair also reported the committee had agreed to include a 50% concessionary rate for those in receipt of DLA and Universal Credit.

This resolution was carried unanimously in the vote.

Resolution 2 – The Club to provide free showers. The Chair highlighted again that in order for the Club to be able to provide free showers for all, and £5 increase in membership fees across the board would be needed. There were no comments or questions from the floor.

This resolution was not passed. Voting was 37% for, 63% against.

### **Election of Management Committee**

The Chair confirmed that the management committee was responsible for the day-to-day running of the Club. All committee members had a specific officer role/responsibility within the club.

Chair: Mark Bouch  
Vice-Chair and Safeguarding: Katie Scaplehorn  
Treasurer: Paul Papworth-Smith  
Secretary: Ann Slator  
Social Events: Sue Colby  
Volunteer Co-ordinator: Emma O’Keefe  
Health & Safety: Ian Thackray  
Facilities: Stuart Colby  
Junior Rep and Publicity: Anna Overton  
Adult Rep: Nigel Chivers  
Junior Competition: Sarah Cooke

The Chair asked the floor to approve the election of these members who had agreed to either stand again, or take on the new role within the management committee.

This resolution was carried unanimously.

The Chair also made it clear that all minutes of meetings would be available to volunteers (CIO Trustees, Management committee, Coaching Group) and the Chair would also like them to be published in the members area of the website in the future, so all members can find out what is happening within the club.

The Chair also acknowledged that Howard Witt who has been looking after the private boat storage this year is moving away from the area and so will no longer be doing this role. He thanked him for his work and confirmed Jon Scaplehorn has agreed to take over.

This concluded the official part of the meeting completed.

There were no questions from members present.

Meeting Closed: 8pm