

CHILTERN HARRIERS ATHLETIC CLUB
MINUTES OF ANNUAL GENERAL MEETING

MONDAY 6 MARCH 2023

Attendees: T Davies (Chairman), M Robins (Treasurer), K Royals (Minutes) and 13 other committee and members of Chiltern Harriers A.C.

1. Apologies for absence.

Apologies were received from Tony Molesworth, Merrin Molesworth, Mike Shrive and Ellie Bates.

2. Minutes of the AGM held on 7 March 2022.

These minutes were circulated electronically to all members prior to the meeting and made available on the Club website. No corrections or changes were noted. A motion that the minutes be accepted as a true record of the meeting was proposed by Hywel Thomas and seconded by Nick Hughes

This motion was passed unanimously by the meeting and the minutes were signed by the Chairman.

3. Matters arising from the Minutes of the 2022 meeting.

None were raised.

4. Chairman's report on the 2022 season

The Chairman presented his seventeenth report, which is available in full on the CHAC website, and he highlighted: the following key points:

- The club lost its president Tony Watts. In his honour, the Club will present a trophy each year at Shardeloes 10K to the first male Chiltern Harrier finisher.
- The club's plan to help fund a 200m running track at Woodside Junior School sadly fell through. The school has managed to install a running loop though.
- Training continues to go well and is reflected in performances – including winning the Chiltern Cross Country League for the second year in a row. However, athlete numbers have dropped this year. This is a problem across the whole board, not just at Chiltern Harriers.
- Events – we plan to host three events this year, with Herbert's Hole likely moved to June.
- In light of the cost of living crisis, the club will pay track fees this year.
- Graham Palser and Ellie Bates were named club heroes in recognition of all the hard work they put into the club.

The motion that the Chairman's report be accepted was proposed by Nick Hughes and seconded by Martyn Cartwright. The motion was passed unanimously by the meeting.

5. Treasurer's report

The Treasurer presented the Balance Sheet and Profit & Loss Account for the financial year ending 31.12.2022. The financial year for the club is the calendar year.

Total income was £ 28,815.72 and the total expenses were £ 28,015.63 resulting in a net ordinary income and profit for the year of £800.09. Net Funds at year end were in total £108,705-01.

The Club keeps an operating account with Barclays with a balance of £15,620.04 at 31.12.22, an account with the Skipton Building Society with a balance of £43,463.25 and a fixed annual rolling bond with Bucks Building Society of £50,251.72
Total assets are £ 108,705.01.

The Treasurer highlighted the following points:

- The forecast looks better with three events planned for the year, but the rising costs are a pressure.
- The Treasurer thanked James Repper for his work auditing the club's accounts.

There were no queries raised by the External Examiner, James Repper, and he has approved and signed off these Accounts for 2022.

A motion that the Treasurer's report be accepted was proposed by Nick Hughes and seconded by Tamsin Finch. The motion was passed unanimously by the Meeting.

6. Election of President and Vice President

There was no nomination for the position of President. The Chairman remained in the chair for election of Vice President. A nomination was received for Howard Cave as Vice President.

The nomination was proposed by Martyn Cartwright, seconded by Trevor Brawn and unanimously accepted by the meeting.

7. Election of Club Management Committee

The Vice President took the chair for election of the Chairman. Nomination was received for Trevor Davies (seventeen years so far). This nomination was proposed by Nick Hughes and seconded by Hywel Thomas and unanimously accepted by the meeting.

The Chairman took the chair for election of the Officers and Members of the Management Committee. There is no limit on committee numbers and the following nominations were received:

Vice Chairman	Ellie Bates
Treasurer	Matthew Robins
Secretary	Tony Molesworth
Committee Members	Andy Hickman, Tamsin Finch, Nick Hughes, Graham Palsler, Steve Perkin, Katie Royals, Hywel Thomas

These nominations were proposed by Trevor Davies seconded by Hywel Thomas and accepted by the meeting.

The Management Committee may also co-opt members to fulfil specific roles including but not limited to Club Welfare Officers and GDRP Compliance Officer–It was noted that Jonny Stoddern has agreed to continue as a Welfare Officer, alongside Katie Royals and Jon Taylor has agreed to continue as the GDRP Compliance Officer.

8. Election of an External Independent Examiner

James Repper was thanked on behalf of the Committee for reviewing the 2022 accounts.

James Repper has agreed to act as External Independent Examiner of the accounts for the club for 2023. The nomination as External Independent Examiner was proposed by Martyn Cartwright seconded by Nick Hughes and unanimously accepted by the meeting.

9. Honorary Life Members

Proposal of Jayne Watts – the widow of Tony Watts – as a life member. She was a great supporter of her husband in his former activities as chairman and president. She undertook a lot of administration work too, particularly in the pre-internet days.

Jayne made her house available for numerous meetings with potential mergers. She was proposed in a similar way as Mary Askew – widow of Dick Askew, one of the club's founders and its first chairman – and Therese Havard, the widow of Jim Havard, who was also a founding member, a secretary and subsequently president.

The motion was proposed by the Committee and seconded by Howard Cave. It was unanimously accepted by the meeting.

10. Club subscriptions

The Committee have agreed to recommend to this meeting that no changes were proposed for 2023. The Club made a small profit in 2022.

Under clause 6 of the Constitution the Secretary requested that this Meeting ratify these proposed rates. This was proposed by Nick Hughes, seconded by Andy Hickman and unanimously accepted by the meeting.

11. Adoption of a new draft Constitution.

GP introduced the new draft version:

The Constitution of any sports clubs sets out not only the fundamental business Rules for the administration of the club but also the Ethos to follow and Objectives to achieve.

As part of our administration process, we follow the guidance given by England Athletics (EA) under their Club Matters programme which supersedes the previous Club Mark. As part of EA's support, they issue templates reflecting best practice in all matters. Comparing their Constitution with our existing 2015 version it was apparent that the current version was in need of an update. Tony Molesworth and Graham Palser have spent considerable time redrafting ours to pick up EA's best practice suitably adapted to be appropriate for a Club of our size and range of activities. The Draft has been available on the website directly and via links on the Notification of this meeting circulated to all members.

This draft has been reviewed and is supported by the committee and our Welfare and Data Protection Officers and we are also fortunate to have had the benefit of an independent review by Sarah Quantrill (acting in a private capacity), who as many of you may know brings together her background and expertise as a practicing solicitor with her long membership of the Club.

The guidance from EA together with the wide and varied input in the drafting and reviews outlined does I believe make this a worthy addition to the running of the Club and our administration process.

No questions or comments were raised by the meeting.

The motion was proposed by the Katie Royals and seconded by Nick Hughes. and unanimously accepted by the meeting.

12. Any other business

John How raised that the Club did not send full teams to the National Cross Country Championships. The race was held over four hours away, which was likely a factor in this.

13. Date of next Annual General Meeting: Monday 4 March 2024

This meeting was closed at 19:54

Approved and signed by the Chairman at the Annual General Meeting 2024

SIGNATURE:

DATE

Attendance register:

G Palser
T Davies
D Smith
H Thomas
M Robins
A Hickman
S Field
T Brawn
J How
H Cave
S Perkin
T Finch
M Cartwright
M Kempson
K Royals
N Hughes

These minutes were completed by K Royals, committee member, in the absence from the meeting of W A H Molesworth, CHAC Club Secretary.11.03.2022. they were issued on 13.06.23 following approval at the CHAC Committee Meeting on 22.05.2023.

File location:

[https://d.docs.live.net/5977191437f28413/Chiltern Harriers/AGM/Minutes_AGM_060323.docx](https://d.docs.live.net/5977191437f28413/Chiltern%20Harriers/AGM/Minutes_AGM_060323.docx)