

# AGM MINUTES

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**Meeting:** AGM Meeting 2015  
**Date of meeting:** 20<sup>th</sup> April 2015  
**Venue:** Bulls Head, Thringstone  
**Prepared by:** Dan Noon

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## Present

Simon Hammonds	Chairman
Ian Webster	Communications / Fixtures Secretary
Kirsty McGuire	Sports Coordinator
Les Patchett	Welfare Officer / Social Secretary
Kelly Hammonds	Treasurer / Secretary
Adam Clarke	Club Member
Steven Powell	Club Member
Lisa MacKenzie	Club Member
Dan Noon	Club Member

## Apologies

None

## Item

## Action

### 1.0

#### Welcome

1.1

The Chairman thanked and welcomed everybody for attending the 1<sup>st</sup> Coalville Triathlon Club AGM.

### 2.0

#### Matters Arising / Previous Minutes

2.1

None – No previous minutes or matters arising as this is the first AGM.

### 3.0

#### Club Constitution

3.1

The club constitution was read out. No changes were proposed.  
By show of hands the club constitution was ratified and carried forward for the next year without change.

### 4.0

#### Chairman's Report

4.1

The chairman gave a brief overview of the difficult 1<sup>st</sup> year of our small fledgling club.

See Appendix 1

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Item		Action
<b>5.0</b>	<b>Treasurers Report</b>	
5.1	<p>The Treasurer gave a financial summary of the last 12 months accounts.</p> <p>See Appendix 2</p>	
5.2	<p>Although some of the swim sessions make a loss, overall the swim sessions are just about breaking even, the club accepts this as it is a valuable training and social tool given the numbers that attend and lack of club house.</p>	
5.3	<p>By show of hands it was agreed to keep the annual membership fee at £30.</p>	
5.4	<p>By show of hands it was agreed to defer the adaption of compulsory payment of fees by direct debit for 12 months when, a re-vote would take place.</p>	
<b>6.0</b>	<b>Election of Members</b>	
6.1	<p>The committee positions were unchallenged and the current officials are willing to remain in positions</p> <p>Simon Hammonds - Chairman Ian Webster - Communications / Fixtures Secretary Kirsty McGuire - Sports Coordinator Les Patchett - Welfare Office / Social Secretary Kelly Hammonds - Treasurer / Secretary</p>	
<b>7.0</b>	<b>Any Other Business</b>	
7.1	<p>Over the last 6 months Ian Webster has worked very hard in getting a club kit designed and procured. The club wanted to have the option to be able to buy one off pieces, so new members could buy kit without needing a minimum order.</p> <p>One member had an issue with a rain jacket. The material was waterproof but the seams were not taped. Issues were found when trying to cancel the jacket. However overall the club have found the service to be very good.</p>	
7.2	<p>The topic of Club Promotion was discussed. The use of the new club kit has been very successful at recent races and on club rides. The club now has an identity when out and about either racing or training.</p> <p>Articles in the Coalville Times by Ian Webster have been greatly received by members and the public. This will continue with aspirations to include club member photos to accompany articles.</p>	

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Item	Action
	The use of flyers at local sports events (Reservoirs Cogs) and on receptions at local sports venues e.g. Hermitage Leisure Centre, Hood Park Leisure Centre and Ibstock Leisure Complex was also discussed.
7.3	<p>The Chairman stated that the club would be looking for 1 or 2 members to undertake BTF level 1 coaching courses within the next 12 months, and then for those members to move onto level 2 shortly after.</p> <p>The Chairman stated that the BTF had confirmed that Adam Clarke could prepare and coach swim sessions under his ASA membership as long as his membership fee was up to date with the coaching qualification body.</p>
7.4	<p>It was discussed and agreed that club rides do not require the use of a standard set of predefined risk assessed routes as the sessions are not coached. However, when designing the routes the ride leaders will consider the safety of the route.</p> <p>With regards to member safety it was agreed that the Welfare Officer and Club Secretary would exchange member emergency contact information so that a list could be kept in the money tin at swim sessions and be available on the rides by a committee member.</p>
7.5	All agreed that any charity events or rides will be in honour of our founding member Jamie Harman.
<b>8.0</b>	<b>Next Meeting</b>
8.1	TBC – And published on the club Website and Facebook group 6 weeks before the meeting.

**Appendix 1**

Hi All,

Firstly I'd like to thank everyone for coming.

This has been our first year as a committee run club; it's not been without its challenges. Looking back over the last year we have achieved a lot for a small club, athletes racing all over the world, two teams in the club relays, regular organised club rides, growing to three swim sessions a week, Christmas party, club kit, a club points system and a recent trip to France.

Our affiliation with Hermitage Harriers has been mutually beneficial we have seen Harriers attending our swims sessions and rides and Coalville Tri club attending and racing with Harriers, and due to this agreement we have a full compliant of swim, bike and run sessions available to members.

I would like to mention the help and support we have received from Triathlon England, we found ourselves without a qualified coach last summer and they helped us to put an action plan together and supported us financially to get where we are today with a Level 2 and two level 1 qualified coaches.

One of the biggest challenges for the committee over the last year has been to stabilise the club financially, this has been a tough challenge especially where covering swim costs has been concerned. This has improved greatly thanks to the support of the members, not only paying the membership fees but attending the swim sessions making them financially viable.

The ethos of the club has always been an all-inclusive one and we pride ourselves on welcoming all abilities, we have seen great improvements thanks to the coaching staff and support of more experienced members and long may this continue. For the next year we are looking at the following:

- Continue to promote our club in the local area
- Grow our coaching staff further
- More social events, including a group trip to Derby Velodrome.
- Look to secure further funding via grants where appropriate.
- More teams at club relays.
- Supported open water swim sessions.
- More people at local races to show who Coalville Triathlon Club are with our fantastic support and respectful athletes.
- Annual Spring Tri camp.
- Christmas party / awards night

In summary, I have been very proud to see the club grow to approx. 50 members over the last year but most of all seeing the improvement in everyone and seeing athletes set and achieve their goals with the help and support of this club. I 'd also like to thank the committee for the endless hours they put into the club of their personal time as it simply wouldn't be where it is today without that commitment.

Thank you

<b>Coalville Triathlon Club</b>													
<b>Income Statement</b>													
<b>For the Year Ending 31/03/2015</b>													
		April	May	June	July	August	September	October	November	December	January	February	March
Balance				£ 667.08	£ 470.45	£ 581.29	£ 724.29	£ 1,434.29	£ 1,821.29	£ 2,308.29	£ 2,388.29	£ 2,945.29	£ 1,167.39
<b>Income</b>													
Swim (week 1)					£ 98.00	£ 56.00	£ 134.00	£ 23.00	£ 99.00	£ 84.00	£ 115.00	£ 111.80	£ 87.50
Swim (week 2)					£ 82.00	£ 137.00	£ 124.00	£ 108.00	£ 98.00	£ 67.00	£ 133.00	£ 114.50	£ 124.00
Swim (week 3)					£ 84.00	£ 48.00	£ 127.00	£ 89.00	£ 79.00	£ 76.00	£ 126.00	£ 63.00	£ 122.00
Swim (week 4)					£ 95.00	£ 31.00	£ 96.00	£ 42.00	£ 105.00		£ 113.00	£ 88.50	£ 121.00
Swim (week 5)							£ 68.00	£ 24.00					£ 48.10
Swim (monthly)													
Membership				£ 60.00	£ 210.00	£ 135.00	£ 75.00	£ 30.00	£ 15.00	£ 120.00	£ 15.00	£ 166.00	
S/O - KH						£ 16.00	£ 16.00	£ 16.00	£ 16.00	£ 16.00	£ 16.00	£ 16.00	£ 16.00
S/O - A & EC							£ 32.00	£ 64.00		£ 64.00	£ 32.00	£ 32.00	£ 32.00
S/O - SPG							£ 4.00						
S/O - NR							£ 19.00	£ 16.00					
Christmas Party Tickets							£ 15.00	£ 100.00	£ 10.00				
Donations / Sponsorship						£ 100.00	£ 100.00			£ 120.00		£ 15.00	£ 200.00
<b>Balance</b>		£ -	£ -	£ -	£ 419.00	£ 582.00	£ 800.00	£ 447.00	£ 607.00	£ 388.00	£ 687.00	£ 455.80	£ 916.60
<b>Total</b>		£ -	£ -	£ 667.08	£ 889.45	£ 1,163.29	£ 1,524.29	£ 1,881.29	£ 2,428.29	£ 2,696.29	£ 3,075.29	£ 3,401.09	£ 2,083.99
<b>Expenses</b>													
Pool Hire				£ 196.63	£ 288.16	£ 139.00						£ 1,296.50	
Lifeguard					£ 20.00	£ 10.00	£ 40.00	£ 30.00	£ 40.00	£ 30.00	£ 40.00	£ 40.00	£ 80.00
Coaching												£ 640.00	
Courses						£ 260.00	£ 50.00	£ 30.00					
Social									£ 80.00	£ 278.00		£ 3.20	
Races													
Equipment											£ 90.00	£ 149.00	£ 55.22
Affiliation						£ 30.00						£ 105.00	
<b>Total</b>		£ -	£ -	£ 196.63	£ 308.16	£ 439.00	£ 90.00	£ 60.00	£ 120.00	£ 308.00	£ 130.00	£ 2,233.70	£ 135.22
<b>Balance</b>		£ -	£ -	£ 470.45	£ 581.29	£ 724.29	£ 1,434.29	£ 1,821.29	£ 2,308.29	£ 2,388.29	£ 2,945.29	£ 1,167.39	£ 1,948.77
<b>Month end check - Account</b>							£ 1,209.29	£ 1,675.29	£ 2,076.29	£ 2,362.29	£ 2,750.29	£ 1,069.99	£ 1,866.77
<b>Month end check - Cash</b>							£ 225.00	£ 146.00	£ 232.00	£ 26.00	£ 195.00	£ 113.40	£ 82.00