



CAMBRIDGE SOUTH HOCKEY CLUB

ANNUAL GENERAL MEETING

~ 2018 ~

Held on: Monday 25th June, 8.00pm
at: Cantabs Rugby Club, Cambridge

MINUTES

Resolutions of the Club are shown underlined.

1. Quorum

1.1. The presence of a quorum was confirmed.

2. Chairman's report

2.1. The chairman congratulated the club on its record success this season, including two divisional championships, and thanked the captains and committee for their efforts over the past season, in particular those who are stepping down. 6 of the 9 club teams had their highest finishes on record and no teams were relegated.

3. Honorary Secretary's report

3.1. League teams:

The new L4 and M5 league teams have been successfully established. Both were able to fulfill their fixtures without having to rely on double-ups. Player numbers have continued to grow but we have been able to accommodate all players wishing to play except for a handful of players on 1 or 2 occasions across the whole season. On that basis, committee's view is we currently have the right number of teams and should consolidate the new teams before considering any further entries. We have again entered 5 men's and 4 ladies' teams in the league for next season

The MIs moved from Div 2N to Div 2S last season due to the effects of promotions and relegations on the composition of the Div 2 tier. This worked well, the travel being no more onerous (in fact, probably less) than in 2N and the standard of opposition being competitive and consistent, as well as the opportunity to play at Lee Valley. The provisional league divisions for next season have been published by the league and have the MIs moving back to Div 2N. We have informed the league committee that the MIs would be happy to remain in Div 2S but will see whether any change has been made when the final divisions are published. Otherwise, there are no surprises in the provisional league divisions.

3.2. Pitch shelters:

Long Road ran out of budget to install pitch shelters last season but the college Estates Manager assures us they are in his plans for this season. Our offer to the college to share the costs stands, subject to co-branding of the shelters. Total cost should be £7-8k for solid fibretech shelters, of which the club will pay half.

3.3. Other news:

The new 2 additional floodlit pitches at Wilberforce Road are currently under construction and should be ready next season (hopefully for the start but possibly later). This is a partnership between the University and Cambridge City and we expect that City will move all their training and playing to Wilberforce Road. Yet to confirm what this will mean for Long Road but should free up additional evening and Sunday slots for possible further training, mixed games and juniors expansion.

3.4. Training:

In view of rising numbers in the club, with congestion particularly bad at ladies' training, the committee agreed to increase coached training from 4 hours per week to 5 for next season, subject to pitch and coach availability. This should also allow the higher men's and ladies' teams to train twice a week, which is felt to be required if we have ambitions to push both teams on above Div 2 in their leagues - some new joiners in those teams have expressed mild surprise that they only train once per week, which we have explained as due to historic limits on floodlit training space in Cambridge. The new Wilberforce Road pitches may change this.

Structure and division of new training time will be decided by Training Co-ordinator in consultation with team captains. One option is 90 minute sessions for lower teams with higher teams to have 2 x 1 hour sessions.

4. Honorary Treasurer's reports and approval of accounts

See attached Financial Summary for full details. Junior section finances are separate and not included in this report.

4.1. Balance sheet and profit and loss account for 2017/18:

Club income was £52,426 v expenditure of £49,610: a surplus of £2,816, down from £5,075 in 2016/17. Pay & Play contributes a ~£5.5k surplus, without which the club would run at a clear loss from subs and match fees alone.

Total reserves are £32.2k but this includes £7.7k of a juniors grants, so £24.5k for the senior club, which is just under our target of half a year's operating costs.

4.2. Projected budget for 2018/19:

Forecast for 2018/19 is a £421 surplus assuming same number of teams and members. Coaching and pitch hire costs will rise to reflect additional 1 hour's training each week, and forecast also assumes an increase in subs from £100/40 to £110/55 to raise additional £2k, as well as L2s-4s moving to paying full fuel costs based on mileage and raising match fees from £8/4 to £9/4.50 to fund this, aligned with other teams in the club. L1s made this change last year and reported it worked well and there were no complaints.

4.3. Recommendations for subscriptions and match fees:

To maintain club reserves at 6 months' costs and fund planned increase in training to 5 hours a week, club committee agreed to recommend to the AGM that subs increase from £100 to £110 full price and from £40 to £55 unwaged. This would be the first increase in fees or subs (other than the £1 match fee surcharge to fund proper fuel payments for drivers) since 2011 - a testament to captains etc. who do so well to make sure we collect all the money we should collect as well as hard work by the treasurers and the improvement in collection processes with things like portable card readers.

The increase in the unwaged subs will bring them into alignment with match fees at 50% of full price. Historically, unwaged subs were so low as the club had very few underage players and so the ratio of full price payers subsidising reduced price payers was high. This ratio has dropped in recent season as more young players have joined the club. New rates would still keep us as the cheapest club in Cambridge (Nomads 2014/15 prices were £120 full subs and £60 unwaged, match fees £10/8). It also better bridges the change from junior to senior hockey - junior fees are £100 per child per season (covers all training and matches).

As ever, variations in fees based on individual circumstances can be agreed by captains and the club treasurer, and it remains the club's aim that no-one should be prevented from playing hockey due to financial reasons.

5. Fixing of subscriptions and fees for 2018/19 season

5.1. Subscriptions:

It was proposed that subs be increased to £110 (£55 unwaged). A vote was held and the increase in senior subscriptions was approved.

5.2. Match fees:

After a successful experience for the L1s last year, it was proposed that all ladies teams move to the same system as the rest of the club, paying drivers' fuel costs based on mileage rather than by waiving their match fee, match fees increasing to £9 (£4.50 unwaged) to reflect additional fuel payments. A vote was held and it was approved that from next season the match fees for all league teams will be £9 (£4.50 unwaged), fuel payments to be made based on mileage rates (found on each away venue page on the club web site).

6. Election of Officers

- 6.1. Chairman – John Greaves was nominated and elected.
- 6.2. Honorary Secretary – Neil Sneade was nominated and elected.
- 6.3. Honorary Treasurer – Douglas Gibson is finishing his PhD this year and may be moving away from Cambridge at some point next season, so is not continuing. Amalia Thomas was nominated and elected.
- 6.4. Fixtures Secretary – Jan Brynjolffsen was nominated and elected.
- 6.5. Umpires' Liaison Officer – Ania Rygielska confirmed her intention, stated last year, not to continue in the role. No candidate was presented so the role was left vacant and may be filled by the committee *pro tem*.
- 6.6. Training Co-ordinator – Hannah Kenyon was nominated and elected.
- 6.7. Welfare Officer – Jack would like to hand over the role to ensure that it remains filled by someone with 'fresh eyes', but new candidate will need to attend appropriate safeguarding courses. Jack confirmed he would be willing to continue with a view to stepping down once a replacement had been identified and was ready to assume the role. Nicole Mills expressed interest in considering this. Jack Chalk was nominated and elected.
- 6.8. Juniors' Secretary – Neil Sneade was nominated and elected. Neil indicated he would be happy to work alongside someone in this role, to broaden involvement in the running of the club junior section, and, like Jack, step down and transition to a replacement in due course.
- 6.9. Communications Officer – Graham McCulloch continues to maintain and develop the web site remotely (a new look and many new and enhanced features are planned for this season). Naomi Penfold indicated she does not have the time to continue in the role and will not be continuing. Jan Brynjolffsen has indicated he can collate the weekly press match report summary as an interim measure. Role was left vacant and may be filled by the committee *pro tem*.
- 6.10. Men's and Ladies' League Liaison Officers – Rob Barton and Ellie Raffan were nominated and elected.
- 6.11. Men's and Ladies' Social Secretaries – Harry Lewis and Alice Hug were nominated and elected.
- 6.12. Team captains:
 - 6.12.1. Men's 1st XI Captain – Stuart Rimmer was nominated and elected.
 - 6.12.2. Men's 2nd XI Captain – Simon Cooper is not continuing. No other candidate was offered so the role was left vacant and may be filled by the committee *pro tem*.
 - 6.12.3. Men's 3rd XI Captain – Matt Kern was nominated and elected.
 - 6.12.4. Men's 4th XI Captain – Jason James was nominated and elected.

- 6.12.5. Men's 5th XI Captain – Howard Steed was nominated and elected.
- 6.12.6. Ladies' 1st XI Captain – Robyn McLean was nominated and elected.
- 6.12.7. Ladies' 2nd XI Captain – Isabelle MacDonald-Parry was nominated and elected.
- 6.12.8. Ladies' 3rd XI Captain – Laurie McKenzie was nominated and elected.
- 6.12.9. Ladies' 4th XI Captain – Laura Edge was nominated and elected.

Vice-captains will be selected by the team captains in due course and notified to the Honorary Secretary.

Mixed Team and Indoor Team captains are appointed by the club committee and will be chosen in due course. Ollie Lamming and Hannah Kenyon expressed a willingness to take on the roles of Mixed Team co-captains.

7. Any other business

None raised.

The meeting was declared closed at 9.25pm.

CLUB OFFICERS 2018/19

Elected Officers

The Officers elected for the 2018/19 season were as follows:

- Chairman: John Greaves
- Honorary Secretary: Neil Sneade
- Honorary Treasurer: Amalia Thomas
- Fixtures Secretary: Jan Brynjolffssen
- Umpires' Liaison Officer: [vacant]
- Training Co-ordinator: Hannah Kenyon
- Welfare Officer: Jack Chalk
- Juniors' Secretary: Neil Sneade
- Communications Officer: [vacant]
- Men's League Liaison Officer: Rob Barton
- Ladies' League Liaison Officer: Ellie Raffan
- Men's Social Secretary: Harry Lewis
- Ladies' Social Secretary: Alice Hug
- Men's 1st XI Captain: Stuart Rimmer
- Men's 2nd XI Captain: [vacant]
- Men's 3rd XI Captain: Matt Kern
- Men's 4th XI Captain: Jason James
- Men's 5th XI Captain: Howard Steed
- Ladies' 1st XI Captain: Robyn McLean
- Ladies' 2nd XI Captain: Isabelle MacDonald-Parry
- Ladies' 3rd XI Captain: Laurie McKenzie
- Ladies' 4th XI Captain: Laura Edge

Cambridge South Hockey Club season 2017-18 financial summary

SENIOR CLUB'S ACCOUNTS						
Item	Income	Expenditure	2017/18 season	2016/17 season	2017/18 season budget	Notes
Affiliation Fees	-	3,232	- 3,232	- 2,806	- 3,262	Increase in number of teams, reduction in Cambridgeshire Hockey Association fees.
Annual Dinner	4,553	4,123	430	331	-	
Awards	-	318	- 318	- 347	- 446	
Coaching	-	5,141	- 5,141	- 2,401	- 6,000	Increase to two coaches at both mens and ladies training.
Equipment	60	3,153	- 3,093	- 5,071	- 1,000	Various including keepers' kits (£1.9k) and training kit (£600).
Fundraising	210	-	210	2,103	100	Amazon Affiliates account and donations.
Insurance	-	181	- 181	- 181	- 181	
Kit	4,401	5,517	- 1,117	- 2,282	- 2,282	
Match Fees	17,465	675	16,790	15,444	17,009	Two additional teams (L4s & M5s) and improved collection. Greater of proportion of players paying half rates.
Misc	392	1,344	- 952	- 552	- 552	Various including card readers (£450).
Pay and Play	9,642	4,097	5,544	4,055	5,096	More sessions than previous season (78 vs 72). Higher average attendance: 34 summer (vs 32), 33 season (vs 29).
Pitch Hire	65	8,060	- 7,995	- 6,652	- 7,573	Two additional teams (L4s & M5s).
Social	730	745	- 15	210	-	
Subs	14,695	50	14,645	13,440	13,440	More members than previous season (190 vs 158). Greater proportion of members paying half or reduced subs.
Teas	92	6,792	- 6,700	- 5,579	- 6,524	Teas increased to £64 from £56. Two additional teams (L4s & M5s).
Training Pitch	122	4,106	- 3,984	- 3,618	- 4,626	Increased training to 2 hours for entire season. Six sessions cancelled due to weather.
Umpires Fees	-	2,075	- 2,075	- 1,021	- 1,677	More umpires claiming fees. Nine new umpires.
TOTAL	52,426	49,610	2,816	5,075	1,523	

Key points:

- £19.5k in account (of which £7.7k comes from juniors) + £12.7k in savings = total assets of £32.2k.
- Season profit of £2,816.
- Increase in playing members resulting in greater match fees and subs collected.
- Additional two teams resulting in greater pitch hire and teas costs.
- Much higher coaching costs.
- Large profit from Pay and Play.

2018-19 season forecast – Operating costs

Description	Forecast	2017	Reasoning
Affiliation Fees	- 3,232	- 3,232	£1k Cantabs + 9 league teams at same rate.
Annual Dinner	-	430	Break even.
Awards	- 400	- 318	As before.
Coaching	- 7,738	- 5,141	25x two hour sessions for mens' and ladies' each. Mens: Paul (2h), Miles (alternating 1.5h & 2h). Ladies: Dave (2h), Bhav (1.5h), 2x assistant coaches (1.5h). Plus extra hour of training with two lead coaches. Plus M1s coach attending home matches (£200).
Equipment	- 2,000	- 3,093	Replacements parts for keeping kit (£1k). Other equipment (£1k).
Fundraising	100	210	As before.
Insurance	- 181	- 181	As before.
Kit	- 1,117	- 1,117	As before.
Match Fees	17,408	16,790	Same number of teams and matches. Similar player numbers and travel expenses expected. L2-L4s match fees raised to £9/£4.50. Card readers expected to reduce 'lost' fees.
Misc	- 665	- 952	iZettle fee (approx. £250). GroupSpaces renewal (£115). Plus £300 for other things.
Pay and Play	5,544	5,544	Similar number of sessions as last year including June mixed tournament. Expected similar attendance.
Pitch Hire	- 8,060	- 7,995	9x teams, average 12x home matches each, plus 4x mixed home matches (£65/match). Plus 10 hours warm-up period post-Juniors, 8 hours Club Night/Day (£43/hour).
Social	-	15	Break even.
Subs	16,665	14,645	Increase in subs to £110 (Full) & £55 (Student/Unwaged).
Teas	- 7,168	- 6,700	9x teams, average 12x home matches each, plus 4x mixed home matches. Perfect Pizza: £64 for 8x 15" pizzas.
Training Pitch	- 5,677	- 3,984	25 weeks of five hours training/week, plus 8x 45 minute pre-season fitness sessions (£43/hour).
Umpires Fees	- 3,060	- 2,075	£220 pool umpires for M1s + £200 CHUA + £400 for 8x new umpires. 9x teams, average 12x home matches each, plus 4x mixed home matches (£20/match).
TOTAL	421	2,816	

Key points:

- Based on match fees for all teams being £9/£4.50 and subs increasing to £110/£55, and a similar number of playing members.
- Coaching and training pitch costs increased to accommodate an extra hour of training each week.
- Profit of approx. £400.