



Yate Hockey Club AGM Minutes

Thursday 17th May 2018 at Yate Outdoor Sports Complex

Minutes by: Mike Edwards

Our reference: 17052018AGMMINUTES

Attendees: Nikki ter Haar, Mike Edwards, Adrian Chambers, Penny Kawecki, Ian Crabbe, Rob Child, Ian Weller, Clare Kane, Emma Smith, Sarah Willis, Sarah Wells, Dom Chambers, Matt Child, Isabella Joy, Lucy Joy, Robin Durham, Ian Redfearn, Mark Davis, Elliott Smith, Chris Gay, Seana Dando, Lucie Goulden, Jo Goulden, Kelly Yeates, Darren Ashley, Charlotte Rhodes, Vicky Ball, Sara-Jayne Willetts, Carolyn Rolleston, Kirsty Brain, Ruth Belcher, Alexandra Bessex, Lucy Saunders.

Apologies: Charlotte Dando, Zoe Vale, Martin Emery, Danny Pearce, Di Pugh-Hudson, Vicki Haigh, Sally Ellis, Jo Thomas, Chris Munro, Billie, Molly Cooke, Jess Brain, Kirsty Harding, Mark Harris.

Meeting commences 19:36

1. Receive any apologies for absence – as above.
2. Agree minutes of last AGM – Agreed
3. President's Report – IC – Thanks to people showing an interest to the club and attending tonight's meeting. The annual Presidents Day will be this September the 8th, please all come along and support to raise money for charity. IC found some interesting club heritage that if you weren't attending the AGM in 1928, you had to send a hand written letter to the President!
4. Secretaries Reports – ME: Lots of weather related issues in the second half of the season, but we all managed to get through it without too much damage being done. GDPR has taken a lot of time over the last few months, keep an eye out for updates. EH affiliation fees are due to increase by 1.5% for 18/19 season. NTH: GDPR, comes into force next Friday the 25th, as we hold information that identifies who you are we have to comply. We hold your name and email, you need to update your settings on MailChimp, please do that; email is going out again next week. What will be classed as sensitive data, which is basically your Player Registration information, gets deleted at the end of every season and you will need to opt in every year. New policy page on the website, committee will be fully updated. If there is a breach of information, up to £20million pound fine if we get it wrong. SW asked can we just send an email that auto enrols? No, GDPR states you need to opt in. AC – Captains with mobile numbers etc? Answer, keep the data secured on a locked pass coded device.
5. Adult captains' reports
 - a. Ladies 3rd XI report – Clare Kane: with the disappointment of last season behind us, we started the season with a 10-0 win. Mixture of results followed but finished mid top half of table. We didn't have a full-time keeper so thanks to those who stepped in. Post Christmas Vix came back after a year out due to injury, had 4 wins on the bounce and were jostling at the top of the table. Finished third in the league. Lots of great young talent coming through, push for promotion next year. Top goal scorer Alex, 31 goals. Player Of The Season – Lucy Saunders.
 - b. Men's 2nd XI report – Chris Gay: difficult season after only two teams playing in the league this year, we finished rock bottom with a goal difference of over minus 100. Though if the season was awarded on effort we'd have finished top. CG is standing down. Player Of The Season was Robin Durham who played in every position this year.

- c. Ladies 2nd XI report – Ruth Belcher: won first friendly 6-0 in December, although perhaps a little unexpected. Finished the season with a 13-0 nil win. 1D and 2L meant we won the league with a goal difference of +54 and were 3 points clear, won promotion to North. Thanks to everyone especially the coaches. Player Of The Season – Jess Brain. Trophy awarded by Face Time during the AGM.
 - d. Men's 1st XI report – no report submitted 1st team captain. Adrian Chambers: There was only 4 points difference between 4th and 10th in the league, so that shows how tight it was and did well to finish 8th.
 - e. Ladies 1st XI report – Zoe Vale (not present): Mixed results but played some great hockey. Started brightly but only picked up 9 points in the first half of the season. A trip to Plymouth saw a striker playing in goal, sleet snow and timing mix up, but still won 2-1, a big boost for the squad. All came down to the last game (rearranged vs Taunton), a 0-0 draw saw our security in Prem1 next season. Top goal scorer Zoe Vale with 4. Player Of The Season
6. Junior section report – Lucy Joy: Junior section has grown massively, Darren doing the U8/U10 and the results have been great. Summer camps going and the attendance is great. Some U14s have been playing in the senior team, and been doing really well. Boys U14 reached the semi-finals, girls U14 won the U14 plate for the Avon League, had 11 YO's playing in that squad too! Lucie Goulding playing in the senior team. No U16s this year. Darren Ashley: if anyone else can spare time to help that would be great. Thanks to Matt and Dom for taking the badgers, umpires Andy Newell and Clare Kane, Isabella organising the U14, everyone who's helped doing the coaching, Jo, Darren Shauna. Quite a lot of players nominated for county and Performance Centres. (ZV report below)
7. Finance Secretaries' Reports (Reports attached below)
 - a. Ladies – Penny Kawecki: some movements still left to be made, there are still some monies outstanding due to YOSC for pitch hire, discussion currently ongoing with YOSC over 17/18 pitch hire charges. Meeting on the 25th of May to try and resolve. Current outlook shows a £317 profit made this year. Fundraising has made a big impact. Still a lot of outstanding match fees to collect though. Payment plans made to be need clearer. PK to email current captain on final match fees outstanding.
 - b. Juniors – Penny Kawecki: juniors made a £638 loss this year, still have cash in the bank though. Last year's summer training money went into last year's accounts. Player charges are the same, though pitch hire has increased because of the higher number of juniors. Affiliation fees have almost doubled due to the number of teams entered.
 - c. Member's Club - Penny Kawecki: The club fundraising fund saw a contribution to YOSC's new dugouts this year, but still overall looking fine.
 - d. Men's – Adrian Chambers: AC said that a lot of this year's success is all down to the support of the club through socials. Men made a £700 profit, mid-year looked shaky but we were able to help reduce any losses by reducing training pitch hire time to lack of numbers attending training. Thanks to all club umpires for their help this year as we didn't have county appointed umpires this year.
 - e. Annual fees – Mike Edwards: currently no expectation to increase annual fees and match fees. Carolyn Rolleston raised about looking for longer term fundraising to help sustain the club. ME to propose to YOSC that paid work would be put toward 'credit account' for the club towards pitch hire fees.
8. Other updates from the Committee
 - a. Communications: Sarah Wells: please do send match reports though they need to go to one person to collate and distribute to the papers. If the teams are struggling to find someone to do them, do a 'moment of the match' at the same time as the MOM votes to help come up with the ideas.

- b. Social: Lucy Saunders: had a lot of younger players and families along which was great. Good bingo social and annual dinner was well received. We'll try to get dates out for 18/19 season asap.
 - c. Clubmark: Vicky Haigh not present. Mike Edwards: This is the new Clubs First EH accreditation, this is all but there and aiming to have all signed off shortly.
 - d. CASC – Community Amateur Sports Club – Penny Kawecki: CASB will enable us to get donations as we will be registered as CASC with HMRC. Constitution updated to reflect this, primary reason is to receive donations from large businesses (i.e. KPMG) who look for the club to be a CASC.
 - e. YOSC update – Mike Edwards: Brief overview of current YOSC FM and Lodge Sports position, Andy Lathall is the new facilities manager and contact should go to him. There will still be the expectation to have the cleaning rota for out changing rooms (5-8). Employment and volunteering opportunities available at YOSC behind the bar. Pitch condition and footballers wearing blades is still a concern, we must continue to police and ask for YOSC support when needed. Someone raised about the early ladies time slots changing for BAPS? Requires investigation.
 - f. Fundraising – Nikki ter Haar: Tesco Bags of Help was entered this year, we were awarded £2000. This will be used for keeper kits and training equipment, Darren has volunteered to check the GK kit in the container. We can re-apply and the top money could get up to £4,000. If anyone has got any fundraising opportunities, please contact Nikki. PK: Additional £1500 in from Easyfundraising.
 - g. O35's update – Zoe Vale (not present): Lost first game in Tier 2 but won 3-0 against Andover in Tier 3. Snow postponed the next fixture which was decided on a coin toss! Through to the Semi-finals in Teddington, unfortunately lost 2-3. Thanks to all those that travelled, played and umpired.
9. Nominations & Election of Officers – as per Section 5.(b) of the Club Constitution, all committee members are to be elected at the AGM. The following table shows current holder, new holder, proposer and seconder.

<u>Position</u>	<u>Current Holder of position</u>	<u>Nominee</u>	<u>Proposer</u>	<u>Seconder</u>	<u>Notes</u>
President	Ian Crabbe	Ian Crabbe	Darren Ashley	Penny Kawecki	
Chairperson	Vacant - Last chair was Kath Greenman				No one nominated
Ladies Treasurer	Penny Kawecki	Jo Goulding	Nikki ter Haar	Mike Edwards	Penny Kawecki - Standing Down
Junior Treasurer	Penny Kawecki	Charlotte Rhodes	Nikki ter Haar	Penny Kawecki	Penny Kawecki - Standing Down
Men's Treasurer	Adrian Chambers	Adrian Chambers	Penny Kawecki	Mike Edwards	
Ladies Secretary	Nikki ter Haar	Nikki ter Haar	Mike Edwards	Adrian Chambers	
Men's Secretary	Mike Edwards	Mike Edwards	Adrian Chambers	Lucy Saunders	
Development Coordinator	Vicki Haigh	Vicki Haigh			Absent - TBC
Volunteer Coordinator	Zoe Vale	Zoe Vale			Absent - TBC
Welfare Officer	Vicki Haigh	Vicki Haigh (Deputy Zoe Vale)			Absent - TBC
Ladies Fixture Secretary	Nikki ter Haar	Sarah Willis	Ruth Belcher	Emma Smith	Nikki ter Haar - Standing Down
Men's Fixture Secretary	Martin Emery	Martin Emery			Absent - TBC
Ladies Social Secretary	Lucy Saunders	Lucy Saunders	Mike Edwards	Nikki ter Haar	
Men's Social Secretary	Mark Harris				Mark Harris - Standing Down
Communications Coordinator	Sara Wells	Sara Wells/Kirsty Brain	Mike Edwards	Penny Kawecki	
Ladies Club Captain	Sally Ellis	Sally Ellis	Matt Child	Isabella Joy	



AGM Minutes 17th May 2018

Men's Club Captain	Darren Ashley	Darren Ashley	Adrian Chambers	Matt Child	
Website Officer		Nikki ter Haar			
General Committee Member		Clare Kane			
General Committee Member		Matt Child			
General Committee Member		Dom Chambers			
General Committee Member		Jo Thomas			
General Committee Member		Carolyn Rolleston			
Tour Secretaries		Sara-Jayne Willetts and Vicky Ball	Mike Edwards	Ruth Belcher	

Captains : Not elected at AGM but currently identified as follows:

<u>Position</u>	<u>Current</u>	<u>New holder (if applicable)</u>
1st XI Mens Captain	Danny Pearce - Standing Down	Matt Child
1st XI Ladies Captain	Zoe Vale	Zoe Vale
2nd XI Mens Captain	Chris Gay - Standing Down	Rob Child
2nd XI Ladies Captain	Ruth Belcher	
3rd XI Ladies Captain	Clare Kane	

10. A.O.B

- Coaching update – Ladies: Carolyn and Jo are remaining to stay as the ladies' coach. Third coach still TBC. Men's – 18/19 season TBC.
- Kit - Matt Child: SilverFX, we have around £300 coming into the Members Club from kit sales. SFX will now be holding core items of kit. Lead times to be extended on the website to under promise and hopefully over deliver). New escalation process if there are kit issues.
- SonningFest deadline is tomorrow, get your names and money in.
- Andy Newell, grateful to him. Avon League contacted the ladies about nominating an umpire toward the Avon League awards. Thanks to all the umpires also giving up a lot of time, like Clare Kane, Adrian Chambers, Ian Ford.

11. Close 21.48

Prior to the committee meeting a raffle was run as the club had been given Ladies World Cup tickets by EH. This raised £35 for the club and the winner was Sarah Willis.

Yate Hockey Club Ladies Accounts
Year ending 30/04/2018

Balance brought forward £ 1,015.91

	<u>In</u>		<u>Out</u>
Player charges 2017/18 season	£ 14,295.00	Members account	£ 1,200.00
Player charges 2016/17 season	£ 383.00		
Summer League 2016 Fees	1 £ 1,095.00	Summer league entry	1 £ 620.00
Kit	£ -	Kit	£ -
Annual Dinner 2017	£ 524.50		
Annual Dinner 2018	£ -		
Christmas Social	2 £ 79.00	Christmas Social	2 £ -
Bingo Night	3 £ 389.41	Bingo Night	3 £ 194.70
Affiliation Fees	4 £ -	Affiliation Fees	4 £ 805.42
Pitch Fees	£ -	Pitch Fees	£ 5,637.85
Match Teas	£ -	Match Teas	£ 856.91
Tournaments	5 £ 465.00	Tournaments	5 £ 290.00
Coaching	£ -	Coaching	£ 4,300.00
Easyfundraising	6 £ 1,070.04	Easyfundraising	6 £ 535.02
Umpires	7 £ 152.50	Umpires	7 £ 1,307.50
Other	8 £ 1,006.00	Other	8 £ 649.66

Balances as at 30th April 2018

Current account £ 4,078.30

£ 20,475.36

£ 20,475.36

Balance carried forward £ 4,078.30

£ 3,062.39

Fee Outstanding

Outstanding player charges £ 418.00

Outgoings outstanding

Pitch fees £ 1,912.75

Men's 100 club money
to members account £ 696.00
Repay members club £ 50.00
Sonning tour fees to
members club £ 315.00
Expected March teas
invoice £ 120.00
EOS do ticket
reimbursements £ 30.00
Split rounders profit
with men £ 40.00
£ 3,163.75

£ 418.00

Final position

£ 1,332.55

£ 316.64

Outstanding player charges received since close of accounts:

169

Notes to 2017/18 accounts

	<u>In</u>		<u>Out</u>
<u>1 Summer League</u>			
Summer league player charges	£ 1,095.00	1s 2018 full cost	£ 310.00
		2s & 3s 2018 full cost	£ 310.00
	<u>£ 1,095.00</u>		<u>£ 620.00</u>
		Additional 3s team SL entry £290 paid in May 2018	
<u>2 Christmas Social</u>			
Profit	£ 79.00		£ -
	<u>£ 79.00</u>		<u>£ -</u>
<u>3 Bingo Night</u>			
Profit	£ 389.41	Split with men	£ 194.70
	<u>£ 389.41</u>		<u>£ 194.70</u>
<u>4 Affiliation Fees</u>			
		England Hockey affiliation	£ 645.42
		West Clubs WHL league fees	£ 60.00
		Avon County Hockey league fees	£ 100.00
	<u>£ -</u>		<u>£ 805.42</u>
<u>5 Tournaments</u>			
Westberries subs	£ 55.00	Westberries Prem 1 2017 pre-season	£ 200.00
O35s player charges	£ 95.00	O35s cup entry	£ 70.00
Sonning deposits	£ 315.00	Puckfest deposits	£ 20.00
	<u>£ 465.00</u>		<u>£ 290.00</u>
<u>6 Easyfundraising</u>			
Payments received	£ 1,070.04	Split with men	£ 535.02
	<u>£ 1,070.04</u>		<u>£ 535.02</u>
<u>7 Umpires</u>			
EH reimbursement - course expen	£ 152.50	Appointed umpires	£ 825.00
		Club umpires	£ 330.00
		Course expenses	£ 152.50
	<u>£ 152.50</u>		<u>£ 1,307.50</u>
<u>8 Other</u>			
Rounders social	£ 80.00	Insurance	£ 414.50
EOS ticket money	£ 180.00	Engraving	£ 8.00
Mens money for members club	£ 696.00	Safeguarding	£ 17.02
Members club double transfer of	£ 50.00	Late submission fees	£ 10.00
		EOS ticket money to mens acc	£ 150.00
		Miscellaneous	£ 50.14
	<u>£ 1,006.00</u>		<u>£ 649.66</u>

£40 owed to men - profit split for rounders social

Yate Hockey Club Juniors Accounts
Year ending 30/04/2018

Balance brought forward	£	6,853.45			
	<u>In</u>			<u>Out</u>	
Player charges 2017/18 season	£	8,444.00			
Kit	1	£	-	Kit	1
End of Season 2017 profit	£	129.50		£	461.36
Pitch Fees	£	-	Pitch Fees	£	3,686.00
Tournaments & affiliation fees	2	£	-	Tournaments & affiliation fees	2
Coaching	£	-	Coaching	£	775.00
Other	3	£	-	Other	3
				£	4,095.77
				£	193.28
			Balances as at 30th April 2018		
			Current account	£	5,940.54
			Cash in hand	£	275.00
		£		£	
		15,426.95		15,426.95	
			Balance carried forward	£	6,215.54
				-£	637.91
Fee Outstanding			Outgoings outstanding		
		<u>£</u>	<u>£</u>	<u>-</u>	
		-			
			Final position	£	6,215.54
				-£	637.91

Notes to 2017/18 accounts

	<u>In</u>			<u>Out</u>	
<u>1 Kit</u>					
			Goalkeeper kit	435.14	
			Hockey Fest tops	26.22	
				<u>461.36</u>	
<u>2 Tournaments & Affiliation Fees</u>					
			Badgers League	£	25.00
			Avon Schools minis tournament	£	70.00
			Avon Junior Hockey League	£	680.00
		£		<u>£</u>	<u>775.00</u>
		-			
<u>3 Other</u>					
			Wix subscription	£	136.80
			Safeguarding course	£	40.00
			Safeguarding	£	16.48
		£		<u>£</u>	<u>193.28</u>
		-			

Members club fund as at 30.04.2018

Account balance as at 30.04.2017	£ 5,243.99
Income - mens club	£ -
Income - ladies club	£ 1,200.00
Income - other	£ 144.00
Gross interest	£ 2.09
Old year prize money paid	-£ 150.00
2017/18 prize money paid	-£ 505.00
Dug out purchase	-£ 3,200.00
Dug out sponsorship	£ 500.00
YOSC dug out contribution	£ 1,600.00
Sonning deposit	-£ 250.00
Account balance as at 30.04.2018	£ 4,585.08
Unclaimed prizes	-£ 100.00
Mens club income to be transferred	£ 696.00
Unpaid YOSC reimbursement	£ 150.00
Duplicate prizes to be returned	£ 50.00
Balance c/fwd	£ 5,381.08



Accounts for Yate Mens Hockey Club
For Year Ending 30th April 2018

Balance brought forward **£8,060.44**

<u>In</u>		<u>Out</u>	
1) Fees	£9,666.00	1) Fees	£696.00
2) Kit/Equipment	£0.00	2) Kit/Equipment	£0.00
3) Social	£1,287.70	3) Social	£629.00
4) Affiliation Fees	£645.42	4) Affiliation Fees	£1,883.20
5) Pitch Fees	£0.00	5) Pitch Fees	£5,745.00
6) Coaching	£352.00	6) Coaching	£1,800.00
7) Other	£1,731.59	7) Other	£2,026.30

Balances as at 30th April 2018

Current Account	£8,962.65
Deposit Account	£1.00

£21,743.15

£21,743.15

BAL C/FORWARD **£8,963.65**

Outstanding

Match Fees	£65.00
Annual Subs	£124.00

Outstanding

Annual Dinner YOSC Inv	£124.00
Annual Dinner Ladies	£130.50
Share of Profit	
YOSC March Match Food	£90.00



Accounts Breakdown

	<u>In</u>		<u>Out</u>
1) Fees			
Annual Subs		100 Club	£696.00
16/17	£144.00		
17/18	£3,692.00		
Match Fees			
Winter 16/17	£65.00		
Winter 17/18	£5,045.00		
Summer League 2017 Fees	£720.00		
	<u>£9,666.00</u>		<u>£696.00</u>
2) Kit/Equipment			
	<u>£0.00</u>		<u>£0.00</u>
3) Social			
Xmas Party	£158.00	Xmas Party (Ladies Share)	£79.00
Bingo	£194.70		
Annual Dinner	£935.00	Annual Dinner	£550.00
	<u>£1,287.70</u>		<u>£629.00</u>
4) Affiliation Fees/Umpires			
EH Affiliation from Ladies	£645.42	England Hockey	£1,075.70
		Gloucestershire & West Hockey Assoc	£130.00
		GoCre8 Hockey League	£180.00
		Summer League Entry 2017	£0.00
		Fines	£0.00
		Umpires 2017/2018	
		League Appointed	£122.50
		Club Umpires	£375.00
	<u>£645.42</u>		<u>£1,883.20</u>
5) Pitch Fees			
		YOSC (matches)	£2,262.00
		YOSC (training)	£2,700.00
		YOSC (summer league)	£783.00
	<u>£0.00</u>		<u>£5,745.00</u>
6) Coaching/Courses			
Coaching Fees Returned	£352.00	Umpiring Course	£50.00
	<u>£352.00</u>	Coaches Fees	£1,750.00
			<u>£1,800.00</u>
7) Other			
HockeyFest	£782.07	HockeyFest (Teenage Cancer Trust)	£400.00
EasyFundraising	£535.02	After Match Teas	£570.00
		Trophies 2017/2018	£53.70
Insurance from Ladies	£414.50	Insurance	£829.00
		Fuel/Bridge Fees	£145.00
		DBS Check	£7.00
		Web Domain Fee	£21.60
	<u>£1,731.59</u>		<u>£2,026.30</u>