

Wilmslow Phoenix Sports Club (WPSC)
Annual General Meeting – Minutes
15th September 2025 19:30 Clubhouse



TYPE OF MEETING	Annual General Meeting
CHAIR	Chris Hunter (Vice Chair)
MINUTE TAKER	Jim Garside
APOLOGIES	31 hockey apologies via Teamo
ATTENDEES	As below:

Becca Healey (H)
Matt Bonner (H)
David Clark (R)
Colin Birtles (H)
Sam Burgess (L)
Charlie West (H)
Matthew Goddard (L)
Sarah Brickhill (H)

Jim Garside (H)
Tom Winterbourne (H)
Chris Hunter (L)
Steve Kinsella (H)
Penny Sparrow (H)
Steve Vose (C)
Michael Siddall (L)
Fiona Jeffers (H)

Louise Broome (H)
Scott Hannah (F)
Rachel Chapman (H)
Alan Murdoch (H)
Hilary Markwick (H)
Frazer Hunter (L)
Emma Steiger (H)
Ian Morton (R)

Key: Hockey (H) 15, Lacrosse (L) 5, Stylal Running (R) 2, Wilmslow Sports (F) 1, Lindow Cricket (C) 1. Total 24

1. APPROVAL OF MINUTES

DISCUSSION	
<ul style="list-style-type: none"> CH welcomed everyone to the meeting and thanked them for attending. AGREED: Minutes of the last AGM were proposed, seconded and agreed 	

2. REPORTS FROM CHAIR, SECRETARY

Chair's report

- Our Club has been in a poor condition
 - Exits: Paul Boon (Chair), Graham Teal (Treasurer/Grounds), Alys Johns (Secretary)
 - Finances showing a material loss for 2024/2025
- But in a better condition now and gaining momentum
 - Stuart Chapman stepped in temporarily as Chair – thanks you!
 - Stabilisation of Council: support from Chairs, David Clark (Treasurer), Jim Garside (Secretary)
 - Finances coming under control & VAT registration complete – hence delay to AGM
 - Long-awaited drainage improvements complete – first phase
 - Car park for 2nd astro complete – protects planning permission
 - New entrance signage complete
- Real potential to improve and expand our facilities:
 - Padel will be a valuable addition
 - Grant applications in progress for equipment, grounds and 3G football/lacrosse pitch
 - Potential for new running track and second astroturf pitch
 - Extra (paid) resource available for occasional jobs

BUT we need more support!

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DISCUSSION	
<ul style="list-style-type: none"> CH presented the update above and thanked the following: <ul style="list-style-type: none"> Stuart Chapman for stepping into the role of Chair until recently. Section Chairs (Scott Hannah, Dave Kendrick, Ian Morton, Rebecca Healey) for their support during a tough year David Clark and Jim Garside for stepping in as Treasurer and Secretary respectively Alan Murdoch for his work on the new car park and pitch drainage Rachel Chapman for her hard work as bar secretary Scott Hannah for reaching the agreement with Destination Padel and for arranging the new roadside signage CH reinforced the need for more support from volunteers from each sports section. 	

Secretary's report - priorities



- **Fill vacant roles: each a co-ordinator of a multi-sport team**
 - e.g. Treasurer, supported by member from other sports
 - e.g. Clubhouse team, supported by member from other sports
 - e.g. Grounds team, supported by member from other sports
- **Addition of Padel** to Phoenix – to discuss later
- **Incorporation** of Phoenix as a Company/Charity – and new structure
 - To reduce liability for all members, trustees and council
 - To secure future banking arrangements
 - To assist with fundraising from NGBs and corporate/personal donors
- **New website:**
 - To promote our facilities/sports, no tech skills required to maintain

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DISCUSSION	
<ul style="list-style-type: none"> JG proposed the priorities above and emphasised the need for more volunteers. Roles, like Grounds Secretary, are co-ordination roles supported by members from other sports Phoenix needs a new website with new content and simple access for multiple team members (no tech skills needed). 	

3. ANNUAL ACCOUNTS 2024/2025



Treasurer's report – 2024/2025

- Now using Xero Accounting to manage all income/expenses
 - Supported by Tony Collier
- Year ending April 2024 - flood-impacted
 - Lower bar income, lower costs
 - Profit largely due to surplus on insurance claim
- Year ended April 2025
 - Higher bar income, higher expenses
 - Salaries increased significantly
 - Other income has reduced too
 - Overall loss of £11,521

AGM motion: this meeting approves the Accounts for 2024/2025

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DISCUSSION		
<ul style="list-style-type: none">• DC summarised the accounts for 2024/25 as above.• HM queried the following with DC:<ul style="list-style-type: none">• repair/maintenance: costs in 2025 include drainage and car park expenses• energy: increases have been significant over the last several years (not specifically last year)• depreciation: doesn't seem to match the asset value changes – need to check.• Wilmslow Running Festival income: arrived in June 2025• AGREED: Accounts for 2024/2025 were proposed, seconded and agreed		
ACTION ITEMS	RESPONSIBLE	DEADLINE
<ul style="list-style-type: none">• Check how the depreciation cost in 2024/2025 reconciles with asset values (and the same for budget 2025/26)	DC	30 th Oct 2025
<ul style="list-style-type: none">• Arrange review of the accounts by a suitably qualified person	DC/TC	30 th Oct 2025

4. BUDGET FOR 2025/2026

Budget for 2025/26



- VAT registration complete – professional advice taken
- Budget is break-even based on key assumptions
 - Increase in bar turnover – volume and prices
 - Cap on salary costs – volunteers assisting behind the bar
 - Increase in Sport Section subscriptions by ~5%
 - Grounds grant from Football – to replenish spend on drainage
 - Sponsorship income of £2,500
- Future:
 - Likely to need a further increase in Sport Section subscriptions next year
 - Need Padel income to build a capital fund for projects

AGM motion: this meeting approves the budget for 2025/2026

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DISCUSSION

- DC explained the proposed budget and key assumptions
- In future years, Padel should provide important income to Phoenix, enabling a capital fund to be built which can enable improvements and projects which are not currently affordable.
- WJSC contributed nearly £7,000 to bar income last year.
- TW asked if the bar can be open for football on a Monday night. CH answered – yes – it's possible provided enough people stay or we can't make a profit on bar staff wages.
- **AGREED:** budget for 2025/2026 was proposed, seconded and approved.

5. APPROVE THE SUB-LEASE FOR WPAL

Resolution 1

Approve new sub-lease for WPAL



Background:

- WPAL has a sub-lease from Phoenix for use of the land for the astroturf pitch
- (Phoenix holds the lease with CEC)

The need for change:

- The sub-lease is coming to an end imminently
- WPAL needs a long-term commitment to enable fundraising for a potential second pitch
- An opportunity to reset the financial arrangement with WPAL

Resolution for approval

- Approve the new sub-lease negotiated between WPAL and Phoenix
 - 40 year duration, on similar terms to existing sub-lease
 - increased, fixed income for Phoenix (set to same as a sports section, index linked)
 - linked to gift of Phoenix-owned WPAL shares to WHC.
- (Approval is subject to advice from our solicitor)

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DISCUSSION	
<ul style="list-style-type: none"> • JG explained the context and recommendation to approve the new sub-lease • AGREED: resolution was proposed, seconded and approved (subject to input from a solicitor representing Phoenix). 	

6. APPROVE WPAL SHARE TRANSFER FROM WPSC TO WHC

Resolution 2

Approve WPAL share transfer from WPSC to WHC

Background:


- WHC owns 90% (£90) of shares in WPAL. Phoenix owns the remainder. A Joint Venture Agreement (JVA) sets out how hockey and Phoenix share some responsibilities.
- Phoenix did not contribute funds to build or maintain the astro but was given a small shareholding by hockey as a gesture of goodwill and transparency in 2004.

The need for change:

- WHC is in the process of incorporating as a Company Limited by Guarantee - to limit the liability of its trustees and members in the event of a legal/financial issue. Incorporation also has advantages for fundraising and banking services.
- Under the Community Amateur Sports Club (CASC) regulations from HMRC (last updated 2015), WHC must have full ownership of WPAL. WHC and WPAL are currently not compliant and need to take action.

Resolution for approval

- Phoenix gifts its shares in WPAL to WHC
- WPAL increases its annual payment to Phoenix and gives Phoenix more surety of income (via the new sub-lease)
- WPAL offers a Director position to an individual nominated by Phoenix – full transparency maintained
- JVA is terminated – since its purpose was to govern joint responsibilities which no longer apply
- (Approval is subject to advice from our solicitor)



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DISCUSSION	
<ul style="list-style-type: none"> • JG explained the context and recommendation to transfer WPAL shares from WPSC to WHC • AGREED: resolution was proposed, seconded and approved (subject to input from a professional tax advisor representing Phoenix). 	

7. APPROVE THE ADDITION OF PADEL TO PHOENIX

Resolution 3

Approve addition of Padel to Phoenix



Background:

- Padel is the UK's fastest growing sport
- Several organisations have approached Phoenix with proposals to build & run Padel at Phoenix
- Padel could bring vital new revenue to Phoenix (NB Padel will be a tenant not a Section within Phoenix)
- Triangle of space allocated for 4 courts over the hedge from the new car park – not used by other sports

Work done to date

- Phoenix council has evaluated 2 serious proposals in detail – and selected [Destination Padel](#)
 - [Established, operator](#) with existing client base, operational team and proven funding
 - Significantly more income and limited risk for Phoenix
- Non-binding Heads of Terms agreed with Destination Padel to enable planning application to start
 - ~£25,000 pa income for Phoenix plus potential usage uplift plus £1,500 pa sponsorship (to share across all sports)
 - Costs for planning, design, construction and operations covered by Destination Padel
 - Deposit £2,500 paid to Phoenix for exclusivity, refundable if planning application refused

Resolution for approval

- Confirm Destination Padel as Phoenix's preferred padel provider
- Approve addition of Destination Padel as a Phoenix tenant (not a Section) and use of the land
- Instruct Phoenix Council to negotiate a sub-lease with Destination Padel based on the Heads of Terms.

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DISCUSSION

- JG explained the context and recommendation to bring Padel to Oakwood Farm
- PS noted that WPSC will need permission from CEC for another sub-lease on the site. (To be raised once the current WPAL sub-lease is complete. Maybe raise potential 3G pitch too.)
- **AGREED:** resolution was proposed, seconded and approved.

8. CONFIRM WILMSLOW JUNIOR SPORTS AS A PROVISIONAL SECTION

Resolution 4

Confirm Wilmslow Junior Sports as Provisional Section



Background:

- Wilmslow Junior Sports (WJS) has ~400 junior football members
- WJS joined Phoenix in September 2024 as a Provisional Section, approved by Phoenix Council (and an SGM)
- Based on the agreement last year, WJS will be confirmed as a Provisional Section at this AGM
- (Assuming the conditions in the agreement are met, WJS will become a Constituent Section at the 2026 AGM)

Resolution for approval

- Confirm continuation of WJS as Provisional Section of Phoenix

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DISCUSSION	
	<ul style="list-style-type: none"> • JG explained the context and the intent to re-confirm WJSC as a Provisional Section, part of a 2-year agreement made by Phoenix Council and confirmed by a Phoenix Special General Meeting in September 2024. • PS asked about grants offered previously by Wilmslow Sports. SH noted that the grants had initially been halted but restarted recently – first money due imminently. • LB and RH asked why WJSC subscription fees to Phoenix were so much lower than other sports – which have also brought in grants from time to time. • AM explained the nature of the 2-year agreement between Phoenix and WJSC. • SH noted that when Lindow Cricket departs Phoenix and WJSC will become a full member and pay the full membership fee like other sports. Timing for Lindow departure is currently uncertain. A new agreement with WJSC will be required at the next AGM in 2026. • AGREED: resolution was proposed, seconded and approved.

9. ADOPT ANTI-SEXUAL HARASSMENT POLICY

Resolution 5

Approve Anti-Sexual Harassment Policy

- [Changes to the Equality Act 2010 came into force in October 2024](#), requiring all organisations:
 - to be proactive in identifying situations where sexual harassment might occur (e.g. a bar environment)
 - to take reasonable steps to prevent it.
- Phoenix has therefore developed its own Anti-Sexual Harassment Policy:
 - zero-tolerance for sexual harassment
 - “Ask Angela” – codeword to discreetly ask bar staff for help (training required).
 - members encouraged to report incidents to relevant Discipline Officer (or Phoenix Secretary)
 - impartial, confidential investigation, potentially leading to disciplinary action.
- **Resolution:** approve the new Anti-Sexual Harassment Policy.



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DISCUSSION	
	<ul style="list-style-type: none"> • JG explained the importance of the club proactively identifying situations where sexual harassment might occur (e.g. a bar environment) and the club’s responsibility to take reasonable steps to prevent it and investigate any incidents. • AGREED: resolution was proposed, seconded and approved.

10. PHOENIX TRUSTEES

For information:

Phoenix Trustees

- Phoenix Trustees are responsible for the assets of Phoenix, primarily the lease and buildings:
 - Steve Kinsella** – representing hockey – would like to step down
 - Clive Perrin** – representing lacrosse – has already stepped down
- New trustee candidates**
 - Fiona Jeffers** – representing hockey
 - Frazer Hunter** – representing lacrosse
- Expecting to introduce and appoint both at the next Phoenix Council meeting (as per Constitution)
- For information – no AGM decision required**



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DISCUSSION

- JG thanked the two new trustees for taking on the role.

11. ELECTION OF PRESIDENT AND COUNCIL MEMBERS FOR 2025/2026

DISCUSSION

- AGREED:** Steve Kinsella was proposed, seconded and approved as President for 2025/2026.
- The following were proposed, seconded and elected
 - Chair David Clark
 - Vice-chair Chris Hunter
 - Hon Secretary Jim Garside
 - Bar Secretary Rachel Chapman
 - Development Officer Alan Murdoch
- The following roles remain vacant for now:
 - Treasurer *Vacant*
 - Grounds Secretary *Vacant*
 - House Secretary *Vacant*
- HM expressed an interest in Treasurer role subject to understanding the effort required and number of payments needed per month.
- Website lead role remains vacant. SH offered help if we can define the role and effort required.
- SH has some parents who might be interested in the Grounds role, depending on the scope and effort required.
- SK offered to continue in his “caretaker” role, able to give members and tradespeople access to the clubhouse for maintenance work. He described the remaining House role is “odd-job-man”.

<ul style="list-style-type: none"> • PS noted that Phil Jones might be willing to do jobs for a fee. DC has David Baxter available to do odd jobs, with his priorities and budget controlled by RC currently. 		
ACTION ITEMS	RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Grounds Secretary: define role & responsibilities to enable sharing of tasks amongst a group/team 	JG	30 th Sept 2025
<ul style="list-style-type: none"> • House Secretary: define roles & responsibilities to enable sharing of tasks amongst a group/team 	JG	30 th Sept 2025
<ul style="list-style-type: none"> • Website lead: define roles & responsibilities 	JG	30 th Sept 2025

12. ANY OTHER RELEVANT BUSINESS

DISCUSSION	
<ul style="list-style-type: none"> • Request from Cricket (SV): would like grass pitches to have verti-draining and slitting. • Request from Megan Pugh (Hockey): provision of recycling bins and facilities. Megan has provided costings. FJ noted that this might be a sponsorship opportunity. • First Aid Awareness (IM): Sarah is intending to run another first aid course in the new year, all members welcome. 	

PS thanked the outgoing and incoming council members for navigating a difficult year.

CH thanked everyone for attending and closed the meeting at 21:05