



Virtual Annual General Meeting at 1900 hours on Wednesday 9 June 2020

ITEM	SUB-ITEM	SUBJECT	LEAD
		Opening Remarks and Apologies	Chair
1.		Present: Jo Taylor, Phil Robson, Amalia Thomas, Bertie Wyatt, Emma Jones, Kat Pricor, Sam Cathie, Mike Byrd, Dan Hodder, Nick Carter, Philly Roberts, Rachel Chicken, Tegan Lodde, Matt Gardner, Will Carter, Jemma Jones, Simon Mason, Vicky Harker, Caz Tromans, Charlie Roberts, Rick Burr, Graham Coates, Mike Gamble (23 present)	
		Apologies: Alex Salmon, Luke Cole, Katie Dewhurst, Emily Hobbs, Morgan Powell-Jones, Matt Diesel	
2.		Approval of the Previous Minutes	Chair
		Proposed Tegan Lodde. Seconded Matt Gardner. All in favour	
3.		Outstanding Actions Arising	Chair
	3.1	5 year plan	Ladies Club
		Clubmark is a cross sport accreditation to show good practice across a number of areas. Exec have made good progress towards its conclusion. MG	Capt
		5yP – 1. Increase diversity and continue to offer the variety and level of hockey we have now. 2.To work with CJHC towards the ultimate goal of merging as one club. 3. Next year = introduction of a Vixens side. Also aiming to recruit more 21-30 age group players. Both needed for player retention and growth. Also hoping to improve financial resources by tightening systems and records in order to provide support for bid applications. Looking at continuing and further building summer camp. Sponsorship – particularly needs to be better directed e.g. local businesses for 2s to 4s. Final focus is on encouraging more members to volunteer.	Bar
		CJHC links	Manager
	3.2	- See statement in Appendix 1: Statement on CJHC links	Chair
	3.3	Plans for training and coaching for 20/21 season	Chair
		Executed as planned	
		Club Captains' Report	Chair
4.		PAR read out a report on behalf of Men's CC, Ladies CC and Academy CC. See Appendix 2	
		Thanks to Phil Robson for acting as chair.	
5.		Finance	
		Treasurer's Report	
		Appendix 3	
		Surplus currently of approx. £12,000 subject to refunds still to be claimed. Both income and expenditure reduced due to COVID.	
	5.1	Accounts proposed by Tegan Lodde. Seconded Matt Gardner. Majority carried	Treasurer
	5.2	Members' Refund for 20/21 Season	Chair Treasurer

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		Net surplus of approx. £8000 after sponsorship income removed. Wednesday and Academy players excluded from refunds as they have played a similar number of matches. 35% refunds offered to all other members. Email setting out the process will be sent out as soon as possible. Members do not have to take their refund.	
		Annual Subs and Match Fees for 21/22 Season	
	5.2	Proposed to stay the same: Adult £180 (£170) Students £55 Academy £140 (£130) Associates £30 Affiliate £0, Match fees for academy age group games raised to £8, seniors held at £10 (figures in brackets are early bird) – probably needs to be increased next season as they haven't risen for a long time. Proposal to accept these changes Proposed: Caz Tromans Seconded: Mike Byrd. All in favour	Chair
6.		Amendment to the Constitution Proposed: Exec. Seconded: Graham Coates. All in favour	Chair
		Election of Officers Appendix 4	
7.		New officers shown as blue in appendix were proposed: Exec. Seconded: Caz Tromans. All in favour. Officers not in blue were not voted for.	Chair
	7.1	President	
	7.2	Secretary	
	7.3	Treasurer	
	7.4	Men's Club Captain	
	7.5	Ladies' Club Captain	
	7.6	Academy Club Captain	
	7.7	Adult Fixture Secretary	
	7.8	Welfare Officer	
	7.9	Communications	
	7.10	Social Secretary	
	7.11	Bar Manager	
	7.12	Membership and Marketing Manager	
	7.13	Other Roles	
		Election of Life Presidents and Vice-Presidents Nominations: Mike Byrd – thanks given for many years of dedicated service to the club, Nick Carter – thanks given for work with U16B and financial support of the club, Alex Salmon – thanks given for years of coaching and playing. Nominated: Exec Seconded by Graham Coates.	President (WR)
8.			
9.		Date of Next Meeting June 2022	President

Appendix 1

Item 3.1 - Statement on CJHC Links

Extensive discussions over a 4 month period took place with members of the CJHC Committee. Some of which was in the context of England Hockey's proposed new Talent Pathway to replace the existing Player Pathway.

There are 7 actions that the Exec has taken:

- We have set out more clearly the playing opportunities that players transitioning to the senior club can follow.
- We will open our membership portal much earlier so that members can join in June.
- We have moved U16 Boys training back to Friday evenings at Balcarra to enable these boys to undertake M3/M4 training on a Thursday, if they wish to.
- We have committed to enhancing our provision, particularly for young players, as follows:
 - Two induction sessions for U14s into the U16s will be provided free from the end of the 2021/22 season.
 - Our pre-season training in August 2021 will be offered free of charge to all 14-year-olds and above.
 - Talented U16 players and U14 players will be able to apply for access to an 8-week Sporting Mindset programme.
 - A sum in the region of £2,000 per annum for the 2 next years will be allocated to fund bursaries in order to widen inclusivity to increase the number of state school participants and to help adult players that are facing financial difficulties. Nick Carter has kindly agreed to underwrite this.

In addition, the two clubs have agreed to run a joint camp at the start of the summer holidays.

Finally, the Exec has made the following statements to CJHC about collaboration and is awaiting their response:

- The two clubs have excellent reputations locally and nationally, and we can get stronger together.
- We believe that ultimately the 2 clubs could serve our playing community better if we were a single entity; we would therefore like to propose that we should set the common aim of achieving this at the end of 5 years in our respective development plans being prepared for Clubmark accreditation. We would like to work collaboratively towards this goal.
- Our overriding desire is for the clubs to work together rather than diverge, which in our opinion would harm the development of young players and has the potential to relegate CHC to the second tier of hockey, which is in no one's interests except our local rivals. We would like to put our combined energy into exploring further opportunities for collaboration, for example, sponsorship opportunities that cover the two clubs; and a joint bid for a Talent Centre.

Appendix 2

Item 4 - Club Captains' Report

Club membership during the 2020/21 season was 208 playing members and 10 associate members, which is almost identical to last year. The overall ratio of male to female was 51% to 49% - a reversal of last year – and higher amongst adults where the ratio is 59% to 41%. 51% of all players were U18 – lower than last year. Our age structure remains atypical when compared with many other clubs; we had more students this year than previously due to students being at home or on placement in the area and we had more male O40s due to Cheltenham Wednesdays' players paying associate membership. Unsurprisingly there is still a lack of O40 members playing in the lower teams and willing to take on club management, which is the norm in many other clubs.

During the season the Club fielded 4 men's teams, 3 ladies' teams, U18 Boys and Girls teams, an U16 Boys team, two U16 Girls teams and a Badgers team. In addition, the Cheltenham Wednesdays has played regular fixtures. As everyone is fully aware the season effectively came to an end in late October with a brief spell of activity in December. All of the regional and national leagues were nullified so the Committee has not requested captain's reports.

The Committee, having taken soundings amongst adult members, decided not to recommence adult training in March or undertake adult friendlies. It decided instead to concentrate on the Gloucester Summer Mixed League and thus entered 2 teams for the first time. The ladies section also entered a squad into the Summer Hockey Fever Ladies League for the first time and there continues to be a

mixed team playing in the Mixed League. There are also two Academy mixed teams and a girls' team, which enables their development in an adult environment.

The Committee decided to re-start Academy training, which has been offered on nearly every Friday evening since 9 April. The Academy had 4 teams entered into the National Championships, which started on 23 May. The Championships are being run as a Cup competition with a Plate for losers in the first round. Following 2 rounds, the U18 Boys, U18 Girls and U16 Girls play in the third round of the Cup on 13 June. Meanwhile the U16 Boys also play in the Plate competition. In addition, the Cheltenham Wednesdays has had regular fixtures in April and May and has entered the Masters O40s for the first time; they have their second-round match on 20 June. We wish all the teams luck.

Across the various teams and competitions, there are probably in the region of 150 members playing hockey over the summer, which is very gratifying to see.

The Committee decided to cancel the end of season dinner dance again and our deposit has been carried forward to a new booking at the Queens Hotel on 2 April 2022. The Committee also decided not to make any awards for the 2020/21 season. The Academy Club Captain has started to give out the awards for the 2019/20 season and the other club captains will make their own arrangements to do the same.

Looking forward, you will be aware that the proposal to reorganise the governance of hockey in England was approved at the England Hockey 2020 AGM. One of the changes was the creation of 8 regions instead of 6. The impact on the West region has been minimal, however, a common committee structure has now been adopted in all regions with every adult and junior competition being run under the same regulations. The West adult leagues have been re-structured and the proposals are with Club Captains for comment by 10 June. The impact on the Club is minimal. In due course new junior regional leagues will be published.

We intend to start pre-season in August, which will be free to all who wish to participate thanks to a generous donation from Nick Carter, the U16 Boys manager.

The Treasurer will report on the state of the Club's finances in the next item. Emma continues to work hard to account for our income and expenditure. However, club members should be under no illusion that finance is very tight and sustaining a balanced budget is extremely difficult in an environment where the ability to make cost savings is minimal and sponsorship is very hard to come by. We are, however, very grateful to those generous individuals who have made donations to the Club.

We have no hesitation in repeating what was said last year, namely, we all have a responsibility to recruit as many players as we can to ensure that the Club can continue to flourish. We must also all pay our membership and match fees so that the financial burden is spread fairly. The Club can only function with volunteers prepared to take on the many roles that are necessary to enable training and matches to take place. The more volunteers there are; the easier it is to spread the burden and make each role manageable. We are all busy but we ask that you consider how you can help and not assume that someone else will facilitate your hockey experience. For example, this could include getting yourself trained to be an umpire. We are very grateful to those umpires who turnout regularly on Saturdays and Sundays as we could not play without you.

Once again, we would like to thank last season's committee for their dedication and hard work. Even though it has not been a full season, there is an enormous amount of unseen work that goes on in the background, particularly in a pandemic environment. The Committee has done its utmost to make being part of CHC the best experience that it can be but there is always much more that can be done.

Bertie Wyatt
Men's Club Capt

Tegan Lodde
Ladies' Club Capt

Phil Robson
Academy Club Capt

Appendix 3

Item 5.1 - Treasurer's Report 2020-2021

Summary

- Overall we have made a surplus this year of about £12,000. The majority of our income was received at the start of the year and our expenses are usually incurred throughout the year. Due to COVID19, this has not happened and has left us with a surplus.

Income - £29,000 less than last year

- 'Other income' has fallen significantly; we are about £26,000 down on the prior year. This is all due to the pandemic and is broken down as follows:
 - Subscriptions – Although a lot of members signed up, we were £4,200 lower than last year which equates to 24/25 adults. It is likely the constant uncertainty meant some people decided not to sign up. We hope to increase our membership numbers next season.
 - Match fees – Due to COVID19 restrictions, less matches have been able to take place and income is £9,000 lower than the previous year.
 - Summer camp – For the second year running we were not able to run the Summer Camp due to COVID19
 - Bar income – No income as not allowed to open
- We managed to secure sponsorship and donation income of £4,300. This was all on the basis that a normal season would run, however, this has not happened so we will be carrying this forward into the following season.

Expenditure - £32,000 less than last year

- Overall our spend was significantly less than last year.
 - The affiliation and entry fees were refunded in the majority. The National League entry costs were 25% of normal fees and we received a full refund from the Ladies and Men's West leagues. The majority of the cost was the affiliation to England Hockey on which no refund is available and the Academy league/competition entry fees (league fees will probably be offset against next season).
 - Pitch hire and coaching fees were half of the prior year due to COVID19 limitations on matches and training.
 - Other expenses also fell, however, that includes the additional costs required by COVID19 to allow us to play safely.

So overall, the net surplus for the year is currently sitting at about £12,000, subject to any refunds claimed by members on their membership fees.

Item 5.2 – Members' Refund for the 2020/21 Season

As an Exec we wanted to ensure the club does not profit from its members but nor does it suffer a loss for the year i.e. we just cover the costs that have been incurred this season.

The club's surplus for the year was £12,000. This included the £4,300 of sponsorship income which we have to remove as we cannot distribute sponsorship back to our members. Removing this income leaves a net surplus of about £8,000. If we offer a refund of 35% to all members, this would leave the club with a £7 surplus for the year i.e. no gain and no loss.

We then considered who should be eligible for a refund in terms of members. The Wednesday XI have played the same if not more matches than in a normal season so we have excluded these members from the refund.

Similarly, the Academy teams are expecting to play almost a full season before the start of next year, albeit a delayed season. So these members will also be excluded from claiming the refund. Removing the Academy refunds this would leave us with around £4,000 surplus. However, this is earmarked to cover the additional costs that the Academy have incurred or will incur from April to June for the additional training, coaching, pitch hire, umpiring and travel costs in their league/competitions.

The Executive Committee has therefore decided to issue a 35% refund of membership fees paid by a member, which essentially allows us to cover our costs for the year. Members do not have to claim the full refund and you can decide to claim a proportion of the refund or donate your full refund to the club, which would be very much appreciated. If this is the case, then we will of course ensure

that the surplus will go towards the running of the club and to keeping costs down for members next season.

We will not be allowing refunds to be rolled forward to next season membership fees and there will be a deadline in which to make a claim. Any debts incurred and not paid i.e. match fees, will also be deducted from the refunded amount. I will set out the process in an email to adult members.

Item 5.3 – Annual Subs and Match Fees for 21/22 Season

We are proposing to keep membership fees the same:

- Adult – Full £180, Early bird £170
- Student – £55
- Academy – Full £140, Early bird £130
- Associate – £30
- Affiliate – £0

Match fees for Academy age group games will increase to £8

Match fees for senior league games will remain the same at £10, although this is likely to rise in the 2022/23 season as match fees have not risen for several years while costs have increased significantly.

Appendix 4

Item 7 – Election of officers

CHC JOB ROLES 2021-22 (those in blue were voted for at the AGM)

Appointment	2020-21	Proposed 2021-22
Executive		
President		Will Carter
Secretary	Jo Taylor	Jo Taylor
Treasurer	Emma Jones	Emma Jones
Adult Fixtures Secretary	Kat Pictor	Kat Pictor
Welfare Officer	Philly Roberts	Philly Roberts
Membership and Marketing	Mike Byrd	
Social	Matt Diesel	Matt Diesel
Bar Manager	Matt Gardner	Matt Gardner
Webmaster	Matt Diesel	Matt Diesel
Communications	Jemma Jones & Adam Hope	Jemma Jones & Adam Hope
Academy Representative (co-opted)	Nick Carter	Simon Mason
Non-Executive		
Umpire Secretary	[Acting: Tegan Lodde]	
Membership Secretary/Recruiting		
Director of Coaching		
Balcarras User Group Representative	Tegan Lodde	
Camp Leader	Jo Taylor & team	
Club Kit	Mike Byrd	
Catering	Evie Phillips/Rachel Chicken/Caz Tromans	
GK Coach	Mandy Ferebee	
Men's Section		
Men's Club Capt ¹	Bertie Wyatt	Bertie Wyatt
M1 Capt	Bertie Wyatt	Bertie Wyatt
M1 Manager	Matt Gardner	
M1 Liaison Officer		
M1 Coach	Angus Ross	
M2 Capt	Matt Diesel	Matt Diesel?
M2 Coach		
M3 Capt	Will Carter	Dan Hodder
M4 Capt		
M3/M4 Coach	Alex Salmon	
Ladies Section		
Ladies Club Capt ¹	Tegan Lodde	Tegan Lodde

¹ Also Exec members

L1 Capt	Charli Roberts	Charli Roberts
L1 Manager	Adam Hope	Adam Hope
L1 Liaison Officer	[Acting: Philly Roberts]	
L1 Coach	Katie Dewhurst/Morgan P-J	Katie Dewhurst/Morgan P-J?
L2 Capt	Ffion Kelly	Ffion Kelly
L2 Coach	Demi Lewis	Demi Lewis?
L3 Capt		
L3 Coach	Heather Elsworthy	Heather Elsworthy?
Academy		
Academy Club Capt¹	Phil Robson	Phil Robson
Academy Fixtures Secretary	Phil Robson	Phil Robson
U18 Boys Manager	Matt Gardner	Matt Gardner?
U18 Boys Coach	Chris Laird	Chris Laird?
U16 Boys Manager	Nick Carter	Phil Swan
U16 Boys Coach	Phil Robson	Stuart Mackellar
U16 Boys Match Day Coach	Phil Robson	Stuart Mackellar
U18 Girls Manager	Phil Robson	Phil Robson
U18 Girls Match Day Coach	Phil Robson/Simon Mason	Phil Robson/Simon Mason
U16 Girls Cobras Coach	Phil Robson	Phil Robson
U16 Girls Cobras Assistant Coach	Simon Mason	Simon Mason
U16 Girls Cobras Manager	Phil Robson	Phil Robson
U16 Girls Cheetahs Coach	Blanche Neal	Blanche Neal
U16 Girls Cheetahs Assistant Coach	Immy Mason	
U16 Girls Cheetahs Manager	Phil Robson	Phil Robson
Badgers Manager/Coach	Lloyd Griffiths	Lloyd Griffiths?