



## Annual General Meeting

### Minutes of Meeting

**Time: 19:30 – 20:30**

**Date: Thursday 1<sup>st</sup> November 2018**

**Venue: Lynnsport, King's Lynn.**

**Attendees:** Dave Neale (DN), Neil Gayton (NG), Geraldine Jordan (GJ), Jess Cunningham (JC), Anna Seaman (AS), Daniel Guppy (DG), Alistair Doig (AD) Jo Riches (JR), Simon Riches, Jemma Redhead, Chris Playford, Karen Wood, Maureen Wolfe, Mark Doughty, Nicky Roger, Ian Kidman, Paul Terreros, Nicola Pennington-Grant.

**Apologies:**

Steven Bowdery, Arthur Sargeant, Andre Delgado

**Minutes**

<b><u>Item</u></b>	<b><u>Description</u></b>	<b><u>Action</u></b>
<b><u>1</u></b>	<b><u>Welcome and Introductions</u></b> DN opened the AGM and thanked everyone for coming.	
<b><u>2</u></b>	<b><u>Apologies</u></b> See above	
<b><u>3</u></b>	<b><u>Committee reports</u></b> Chairman's Report – see appendix 1 Treasurers Report – see appendix 2 Secretary's Report – see appendix 3	
<b><u>4</u></b>	<b><u>Election of New Club Committee</u></b> NG informed the meeting that all current committee members were willing to carry on in their current positions except DN as Chairman, GJ as Secretary and AS as Social Secretary, who have resigned from their posts.  A majority vote from members resulted in the following committee members being re-elected onto the committee.  <ul style="list-style-type: none"> <li>• Neil Gayton as Treasurer</li> <li>• Jess Cunningham as Training Co-ordinator</li> <li>• Daniel Guppy as Clothing Secretary</li> <li>• Alistair Doig as Public Relations Officer</li> <li>• Jo Riches as Welfare Officer</li> </ul>	

	<p><b>Nominations for new committee members:</b>  No members had come forward for the position of Chairman or Social Secretary. Both would be discussed at the next committee meeting. Jemma Redhead put herself forward for two posts, Secretary and Membership Officer. Nominated by NG and seconded by Simon Riches.</p> <p>The next Committee meeting will focus on actively seeking a Chairman &amp; Vice Chairman for the Club.</p>	
<b>5</b>	<p><b><u>Adjustment to constitution</u></b></p> <p><b>AD</b> proposed that the Club form a sub group to organise events. The working group need not be all members of the Committee, but have a representative on the Committee.</p> <p>After much discussion, it was agreed that forming this group is allowed as it is already part of the Club constitution. The Club considered it to be a good idea and the event group will be headed up by AD. JC, Simon Riches, Chris Playford, Paul Terreros and Nicola Pennington-Grant agreed to join the group.</p> <p>No other proposals for amendments to the constitution were received.</p>	
<b>6</b>	<p><b><u>Meeting Close</u></b></p> <p>NG closed the meeting by thanking the committee and all attendees.</p>	

## **Appendix 1**

### CHAIRMANS REPORT 2018

Welcome to King's Lynn Tri Club AGM 2018 and Thank You ALL for attending. (Any new faces?)

I would like to start by saying a big **Thank You** to **ALL** the Committee for their continued hard work throughout the last two seasons while I have been Chairman. We have had more regular meetings again this year, all very well attended and very productive. We were joined early on this year by the new Welfare Officer, Jo Riches, in an effort to gain Triathlon England Club Mark Award and pave the way for further expansion of the Club. After a lot of work, behind the scenes, we are just awaiting the final piece of the jigsaw before KLTC Club Mark - Bronze Award will be announced officially.

We have enhanced our ties with West Norfolk Swimming Club giving them access to OWS and KLTC access to additional coaches and sessions. I am delighted to announce that KLTC have two new coaches, Nicky and Alistair, they are just about to complete their final assessments and have already started to get involved in the coaching.

We kicked off the closed season in great style with 4 teams in the Hereward Relay including some first time appearances. That was followed by a fantastic turn out for winter training; Hill reps, Brick sessions, Ryston XC series and the regular pool sessions that once again took us back to basics and built up for the new season.

These sessions are the building blocks to a good season, a chance to meet, encourage and assist other members whilst working on your own fitness, style and technique. The improvement made by

everyone, especially at the pool sessions has been incredible – Thanks **Jess** for being ever-present and keep up the good work.

Other sessions and events could not have gone ahead without the support and leadership of **Dan** and **Alistair** – Thank You both. Open Water Swimming continued at Pentney and was even more successful, but again could not go ahead without the support of members and non-members prepared to act as safety crew – Thank You All, especially **Andre** for his fantastic support this year.

On the social side we had a very pleasant meal/presentation evening and informal social gatherings – Thanks **Anna** for organising those. The presentation evening in January has already been announced so book now to avoid disappointment. Anna is standing down so if anyone would like to step in.....

We tried to encourage early renewal of membership for 2018 & you the members responded well + some new members. This is still our main source of income and we aim to keep the cost reasonable but having the money early helps the committee plan for the whole season, so (subject to Committee approval) expect a similar offer again for 2019.

KLTC has been well represented far and wide in all individual disciplines as well as duathlon and triathlon this year. Too many to mention here, but see the sheets for examples.

I was personally pleased to see a fantastic turn out of volunteers at the Holkham Outlaw ½, the KLTC feed station was by far the best and noisiest again in 2018. I was also pleased that KLTC were present again in 2018 at the Eastern Region Relays – 5 teams competing against the best in the region, with some fantastic result.

KLTC continues with the original principles and ethos of “triathlon for all in a fun and friendly atmosphere” still the core of what we do and who we are. Several of the visitors and new members this year have commented on the fact that everybody has been so warm, friendly and welcoming – long may it continue.

The future of the Club is now in your hands. After a successful trial of a limited number of Juniors the Committee would like to progress and expand – Please join in with the discussion and decision making in the Open Forum which follows this AGM. Whichever direction we choose to take please remember that we still need help and assistance to survive, so if anyone can help out in any way let any member of the committee know.

It has been an honour and a privilege to be KLTC Chairman for the last two years but as you are aware I am standing down -**because this is the right time for a change**. When the committee members are so dedicated and hardworking being Chairman is the easy option, so Please if you are interested in this post, or any other committee position feel free to speak to me or any committee member.

**Thank You**

Dave Neale

## Appendix 2

### **Treasurer's Report 2018**

Kings Lynn Triathlon Club Prepared by: NG Date: 01/11/2018 Year ended 31st December 2017  
Treasurers report 1) Full set of accounts available if people want to see them - otherwise handed out simplified P&L and balance sheet. 2) Membership income now more accurate and in line with accounting year end, actually represents the number of members at the club, 39 members in 2017 (38 in 2016) 2017 2016 Indoor swimming receipts total 855 1,042 decrease in numbers Indoor swimming costs 1,117 1,230 costs are consistent Outdoor swimming receipts 697 306 Increase in numbers, due to Outdoor swimming costs 300 300 venue at Pentney All other income and expenditure looks reasonable and consistent. Bank account balance - £3,067 (last year - £2,931) Stock currently estimated at £197, this is the cost value of some old/possibly obsolete stock.

Current year 1) Outdoor swimming income £854 has covered the costs £300. 2) Indoor swimming - currently down - need 8 people per week to breakeven Currently received £695 - but costs total £1,064 3) Course fees - £750 - Alistair and Nicky 4) Sportswear income increase - new club kit has been sourced and is better quality. Also evident in increase in purchases. Overall costs of sessions £3 for members deemed to be appropriate - no need to increase in light of current results. Club can absorb slightly the small differences at present as to not penalise the members, but NG to keep an eye. 5) Decrease in bank account balance to £2,262 (2017: £3,067). As a result of course fees. Overall the club has a healthy bank balance for the size of the club and further investment could be made in new coaches or other investment.

Signed by: ..... Mr N Gayton Treasurer

## Appendix 3

### **Secretary's Report 2018**

We have seen a stable number of new Members this year and it's been so nice to meet many of them at training sessions and events throughout the year.

As you will have seen I am stepping down as Club Secretary. I have really enjoyed my time on the committee but the workload with my own business has increased so much this year that I feel I can't give as much time to fulfil the duties needed of a secretary.

As you will have seen there are various vacancies on the committee, I'd like to appeal for anyone who can to step forward and volunteer for either a job on the Committee or to help in any way in the running of the Club. We are only a small Club and it's unfair to leave everything to a small number of people. I would also like everyone to join me in saying a big thank you to Dave for his role as the Club Chairman and all the effort he has put in over the last couple of years.

Geraldine Jordan

Club Secretary.