



Meeting:	WAC Annual General Meeting																				
Date:	21 February 2022																				
	<p>Attendees:</p> <table border="0"> <tr> <td>Malcolm Howard</td> <td>Robin Roach</td> </tr> <tr> <td>Sabrina Mace</td> <td>Susie McLoughlin (via whatsapp video)</td> </tr> <tr> <td>Abigail Riehl</td> <td>Martin Norman</td> </tr> <tr> <td>Sally Stock</td> <td>Lani Cardwell (via Facetime)</td> </tr> <tr> <td>Jamie McLoughlin</td> <td>Helen Channon (via whatsapp video)</td> </tr> <tr> <td>Marie Marks</td> <td>Sophie Mace</td> </tr> <tr> <td>Stuart Mace</td> <td>Robert A Smith</td> </tr> <tr> <td>Clint Marks</td> <td>Hayley Cargill</td> </tr> </table> <p>Apologies:</p> <table border="0"> <tr> <td>Phil Amos</td> <td>Lizzie Amos</td> </tr> <tr> <td>Dave Moles</td> <td></td> </tr> </table> <p>Under the Constitution we needed 15 members or 10% of the membership – whichever is the lower – in order to be quorate. At the date of the AGM the number of annual members was 197 and therefore we needed 15 to be quorate. Sixteen people attended (either in person or virtually) so quoracy was achieved.</p> <p>Malcolm Howard welcomed everyone to the meeting and asked for particular thanks be given to outgoing committee members:</p> <ul style="list-style-type: none"> - Ben Kennard for his hard work in organising officials and volunteers last year – a particularly challenging year given that the effects of Covid had seriously impacted the availability of volunteers. Ben also attended many matches himself as an official. - Chris Ness for the huge amount of time he has given to the club in managing the Membership Secretary's role and, prior to that, administering the Academy and Satellite clubs and his role as treasurer. On top of that Chris has competed for the club on multiple occasions, earning us lots of points. 	Malcolm Howard	Robin Roach	Sabrina Mace	Susie McLoughlin (via whatsapp video)	Abigail Riehl	Martin Norman	Sally Stock	Lani Cardwell (via Facetime)	Jamie McLoughlin	Helen Channon (via whatsapp video)	Marie Marks	Sophie Mace	Stuart Mace	Robert A Smith	Clint Marks	Hayley Cargill	Phil Amos	Lizzie Amos	Dave Moles	
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Item 1	<p>Malcolm presented the nominees for committee members (as below – proposers and seconders set out in the paper) and asked if anyone had any objections.</p> <p>Chair – Malcolm Howard Club Secretary – Sabrina Mace Treasurer – Abigail Riehl Coach Rep – Jamie McLoughlin</p>																				

	<p>Policies Officer – Sally Stock Officials and Volunteers Coordinator – Clint Marks Communications Officer – Lizzie Amos Meeting Secretary – Marie Marks</p> <p>No volunteers were forthcoming for the Groups Representative vacancy .</p> <p>DECISION: All members of the committee were, by a majority, voted into the roles as set out above.</p> <p>ACTION: Clint to encourage groups to nominate someone to become their group representative.</p> <p>POST MEETING NOTE: Shortly after the meeting, Rob A Smith volunteered for the role of Membership Secretary. The meeting secretary emailed all those who attended the AGM to seek support. Marie Marks formally proposed Rob A Smith and Jamie McLoughlin seconded. Ten responses were in positive support and there were no objections received. Rob is therefore voted in as the Membership Secretary.</p>
Item 2	<p>Approval of minutes of 2021 AGM:</p> <p>Marie Marks asked if anyone had any comments on the minutes of the previous AGM – there were none. She then took the meeting through the update on actions since the last AGM and sought approval of the draft minutes.</p> <p>DECISION: The minutes of the 2021 AGM were approved as an accurate record of the meeting.</p> <p>ACTION: Marie to upload onto Mega as the agreed version.</p>
Item 3	<p>Report of activities during 2021:</p> <p>The AGM had been provided with a report of activities during 2021.</p> <p>Malcolm introduced the report and highlighted that the club is made up of its members, not the committee. The committee is there to facilitate the running of the club but it cannot function without help from the whole membership.</p> <p>He reiterated the importance of the workshop being hosted by Elmbridge Borough Council on 07 March (7:30pm at the Hub), the aim of which is to grow the club, helping us to draw in new members and become bigger and more successful. The club needs ideas from everyone – the committee does not have all the answers.</p> <p>One of the options that will be tabled at the workshop is the possibility of paying all coaches and possibly others who are currently volunteers and putting in significant numbers of hours.</p> <p>Malcolm then passed the floor to Jamie McLoughlin who had provided the input for the Coaching and Athletics Achievements section of the</p>

	<p>report. Jamie highlighted that in some areas the club stayed in their current league – but only just. We need more members to compete and will also be tabling options at the workshop on 07 March to see what we can do to encourage better participation in competitions.</p> <p>Jamie also highlighted that the lack of volunteers (particularly for team managers and for officiating) meant that, as a club, we were stretched very thinly last year. He indicated that it may be necessary to review and prioritise which leagues the club enters in the coming track season – unless of course we get a significant influx of volunteers.</p> <p>In respect of the Satellite and Academy groups, Jamie reiterated that they are, effectively, the club’s U13s section and very much part of the club – not a separate entity. The Satellite and Academy also provides an excellent opportunity to develop some of our young athletes into assistant coaches, giving them confidence to continue coaching outside of the club when perhaps they go to university. But it also acts as somewhat of a retention tool in that they are working alongside more mature athletes and coaches and discuss coming back to compete even when they are away from home.</p> <p>DECISION: the AGM noted the content of the Annual Report of Activities for 2021.</p>
Item 4	<p>Requests for help:</p> <p>Malcolm set out the need for volunteers for the following:</p> <ul style="list-style-type: none"> • Team Managers • Volunteer coaches • Officials • Male and Female welfare officer – with thanks to Stuart Mace for agreeing to cover until we have recruited replacements. • Groups Representative <p>Malcolm highlighted that the club is happy to pay for the necessary courses to become qualified. If anyone is interested in volunteering, please contact Clint Marks – officials@waltonac.co.uk.</p> <p>DISCUSSION AT AGM: the AGM noted the position in respect of volunteers.</p> <p>ACTION: Clint Marks to find out when officials courses are being offered and try to identify people who might be able to help (not only with officials but the other roles mentioned above too).</p>
Item 5	<p>Noting of Draft Accounts for 2021:</p> <p>The draft accounts were displayed on the screen at the AGM and once formally reviewed/approved, will be made available.</p> <p>Abigail Riehl (Treasurer) took the AGM through the headlines of the accounts (see appendix A)</p> <p>DECISION: the AGM noted the draft accounts for 2021.</p>

	<p>ACTIONS: Abigail Riehl to seek a formal, independent review of the accounts.</p>
Item 6	<p>Approval of Constitution for 2022</p> <p>MH started by reading an email (as input to the AGM) from Terry Letheby. In summary, Terry was querying whether changing the membership to commence in April might have an effect on selecting athletes for track competitions.</p> <p>The covering paper set out the proposed changes to the Constitution and Sally Stock took the meeting through them.</p> <p>DISCUSSION AT AGM:</p> <p>Stuart Mace asked what was the aim of changing the membership year to start in April. Response: to align with England Athletics.</p> <p>The AGM discussed the pros and cons of changing the membership year (taking into account the input from Terry Letheby and the question from Stuart Mace).</p> <p>The AGM concluded that there was probably never an 'ideal' time to start the membership year, as starting it in January impacts on the cross-country season. In addition, England Athletics (EA) has since tightened up their registration process, as have the various leagues. Athletes are no longer allowed to compete if they are not registered both with EA and with a club. It was therefore agreed that the benefits of aligning with the EA membership year outweighed any disadvantage.</p> <p>DECISION: the AGM approved all the proposed changes to the Constitution as set out in the paper.</p> <p>ACTION: Marie Marks to accept the changes and forward to Lizzie Amos to publish on the website.</p>
Item 7	<p>Policies – process for updating in 2022</p> <p>Sally Stock presented a paper which identified the policies that are to be updated during 2022. It was proposed that, as these will need to be updated in a timely manner, updated policies and Codes of Conduct will be agreed at committee and posted on the website.</p> <p>DECISION: The AGM agreed that policies and codes of conduct should be updated and posted on the website as an when it was appropriate, rather than waiting for an AGM.</p>
Item 8	<p>Questions and answers:</p>

	<p>Questions had been sought in advance of the meeting in order to allow the committee time to provide a considered response. No questions were submitted.</p> <p>Malcolm did however ask the meeting if they had any questions that, if the committee could answer there and then, it would, but would otherwise take them away and respond subsequently.</p> <p>No questions were raised.</p>
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Appendix A: summary of draft accounts for 2021

Walton AC – Honorary Treasurer’s Report – 21 Feb 2021

Balance sheet as at 31 December 2021:

Walton AC closed the year with £82.6k cash at bank.

There are no debtors.

The creditors consist of coaching payments due, throws equipment purchased in December and deferred income received from Academy and Satellite participants.

Net assets are £75k, which is a reduction of £4.5k due to the loss in the year.

Profit and Loss account for the year ending 31 December 2021:

Subscriptions are down by c. £17k as no fees were charged to annual members in 2021.

Academy and Satellite income was £32k which attracted £15k of associated expenses.

No fixed assets purchased in 2021.

The fees for collecting subscriptions has been included this year, which is a charge from Payzip and Strip, costing £1.2k (2.71%).

The rent was waived for the 8 months of 2021 due to Covid, so Walton AC only incurred an annual charge of £5k. (£1.2k/mth £14k PA)

Walton AC will incur a charge for the website re-design which is due to happen this year.

Club income was:

- 2019 £62k (holiday clubs, grant income included)
- 2020 £34k (Covid)
- 2021 £33k

The club expenses were:

- 2019 £43k
- 2020 £35k
- 2021 £38k