



MINUTES OF THE ANNUAL GENERAL MEETING at Henley Road, on Wednesday, 19 June 2013 at 7.30pm

Present: Vanessa Penn, Mark Ledger, Maggie Lipscombe, Geoff Sheldrake, Pascale Cadier, Andy Yorke, Dick Partridge, Tom Goody, Tony Cookson, Kevin Brazier, Phil Shaw, Mike Watts, Pippa Sheldrake, Brenda Cowley, Kevin Sutton, Roger Garrod, Keith Palmer, Sarah Logan, Chris Bird, Shirley Fairburn, Bob Fairburn, Mike Watling, Helen Davies, Claire Gould, Mariette Rix, Emma Millar, Emily Ison, Alistair Livingstone, Claire Webb, Judy Wright, Margaret Bryant, Sandie Lister, Jenny Cardwell, Anne Gallagher, Lucy Southgate/Gallagher, Kathryn Wrinch, Lizzy Wheelhouse, Ariane Hanman, Cheryl Eade, Kate Johns

Apologies: Sam Cowley (via Brenda Cowley) Paul and Debbie Sheldrake

MEETING NOTES

Action

1. WELCOME, INTRODUCTION & APOLOGIES

MLipscombe greeted all those present and thanked everyone for attending the AGM. She highlighted the many achievements attained by all sections of the Club and thanked the Executive Committee, Council and many volunteers who give their time to the Club for days such as the very successful Helping Hands Gardening Days. She also thanked Andy Yorke and his staff for their hard work and commitment to the Club. The Club has now reached a high of 1600 members.

MLipscombe also extended a tribute to all those members who have passed away over the last year and are sadly no longer with us.

2. MINUTES & MATTERS ARISING FROM THE LAST AGM

GSheldrake detailed any matters arising from the last AGM, in particular:

- The vacancy for an Ordinary Member to sit on Council; Dick Partridge was co-opted earlier in the year.
- Tony Cookson was also brought in as the Fitness Section Chairman during the year.
 - Both the above have been adopted by the AGM.
- Dave Howell's 3-5 Year Plan for the Club is still in progress.
- Membership Subscription Fees will be increasing in line with inflation.
- AOB:
 - There is concern with the lack of Tennis Court booking availability
 - There is concern regarding what is happening with the Hockey Section

3. CHAIRMAN'S REPORT

VPenn read her Report to the AGM, and highlighted:

- The Bar Extension was completed and the Club Offices and Sports Shop were restructured.
- The Membership Database transfer was completed.
- The new Spinning Studio and CrossFit areas were introduced.
- Gym Classes have been introduced in the Gym by a couple of our Instructors.
- The Courtside Bistro (Events Couture) and Kidzone Creche joined the Club.
- The Olympic All-Section Ball was held and many long service awards were given out.
- The Indoor Tennis Centre has been redecorated.
- The Men's Showers were completely re-done and the Men's Changing Rooms redecorated; some money was received from the Insurers for this work.

VPenn continued by saying that last year was a difficult year for the Club. Other local clubs/Gyms such as Gym & Trim and Fitness First have closed so we have done well to keep increasing our membership which stands at 1632 today.

- Cash flow is good.
- There is a proposal for a Tennis Bubble depending on funding from the LTA.
- All Sections have achieved many sporting accolades throughout the year.

- The Tennis Academy has now been restructured and thanks go to Paul Sheldrake who steered this transition. All future funding will now come directly to the Club.
- Numbers attending are now increasing through the schools and the Tennis membership totals are at an all time high.
- Elena Baltacha will help with this area into the future and the Academy has already organised visits from Judy Murray amongst others.
- The Tennis Bubble/Air Dome will depend on funding/planning – further indoor courts will help with the development of Tennis as a whole and not just for coaching.

- With new Squash Professionals on board, the Squash Section have organised some prestigious events at the Club and thanks go to the Squash Committee and Emily Ison for going out to the schools to reach more youngsters to introduce to Squash.

- The plans with Ipswich School and the Hockey Section were aborted regarding a possible new site at Rushmere; further talks have been in progress for some time with Northgate.

- Additional Reception Staff and a Duty Manager have now been introduced and the latter will now allow AYorke further time to drive membership and marketing; this area needs to be increased especially in the off-peak times.

- A new Finance Committee has been set up.
- There are no large capital projects in the immediate future and we are paying off any debts nicely.

- The 3-5 Year Plan is to be re-visited.
- Some events will be organised later this year in memory of some members who are no longer with us and any member who may wish to help with these or any other event, should let the Club Office know.
- VPenn also extended her thanks to all the volunteers and staff.

QUESTION from Judy Wright: *Why have the Financial Accounts not been sent out by post? The Club Constitution says they should be but has clearly not been amended if this is no longer the case.*

QUESTION from Claire Webb: *You say that there are no large capital projects in the pipeline, if this is the case, what are the plans for Tuddenham Road given that the pitch will not reach the requirements and specifications by 2015?*

GSheldrake said that the Financial Accounts had now been sent out by email for a couple of years and this had been agreed at Council; the Club Constitution is currently being updated. A Yorke responded by saying that the Club had been looking into a number solutions for Tuddenham Road and that for any projects to get of the ground funding needs to be sought. ISC simply did not have the financial muscle to fund what was required by the Hockey Association.

4. TREASURER'S REPORT

MLedger reported that the Club should be in a break-even situation and that £20k is required to support reserves and capital expenditure.

Anne Gallagher: *pointed out that Page 8 in the Financial Report appeared to be missing – this was confirmed as an error in page numbering rather than any pages missing.*

MLedger continued by saying that a Duty Manager has been appointed and that this would allow A Yorke to focus more on generating income for the Club by way of marketing and pushing commercial aspects.

5. ELECTION OF COUNCIL OFFICERS & PRESIDENT

GSheldrake asked for a show of hands to propose and second the Club President for re-election this year:

Club President – Maggie Lipscombe *Proposed: Alistair Livingstone, Seconded: Emily Ison*

MLipscombe then continued by asking for a show of hands to propose and second the following positions for election this year:

Executive Chairman – Vanessa Penn *All 4 positions were adopted by the AGM*
Executive Vice-Chairman – Alec Livingstone
Executive Secretary – Geoff Sheldrake
Executive Treasurer – Mark Ledger

GSheldrake now asked for a show of hands to propose and second the Ordinary Members to sit on Council:

Adrian Howell *Proposed: Alistair Livingstone, Seconded: Tony Cookson*
Dick Partridge *Proposed: Alistair Livingstone, Seconded: Emily Ison*
Keith Palmer *Has already been co-opted onto Council*

6. BUSINESS ITEMS OF IMPORTANCE TO THE AGM

i. Ratification of the Club Constitution

The Council would like to make the following amendments:

- Communication to be made by email rather than post (eg. for Financial Accounts).
- The process of an EGM should be changed to suit the current membership numbers.
- The rules for a quorum.

Queries were raised by members of the AGM as follows:

Judy Wright: *queried this process/numbers required and suggested getting the whole Constitution updated rather than just one part.*

Mike Watts: *asked what would happen if the Council wants to make changes?*

Claire Webb: *can the Council make changes and then wait for the AGM? GSheldrake answered: Yes. CWebb said she was not comfortable with this.*

Anne Gallagher: *asked if this would not be a good time to update the whole Constitution? GSheldrake answered: Yes.*

Alistair Livingstone: *The Club Constitution is a 'living document' and Council are entrusted and have some degree of trust to make these amendments; he did not think this was a major issue.*

Keith Palmer: *thought this process a little long winded but well within the Council to have power to make the changes.*

Tony Cookson: *asked if we are asking the members to accept or not accept the amendments?*

GSheldrake: *said that it would not feel right to not update the Constitution at this time.*

Dick Partridge: *urged the AGM to vote.*

Voting then took place as follows:

- Communication to be made by email rather than post (eg. for Financial Accounts).
VOTE RESULT: AGM VOTED IN FAVOUR
Phil Shaw asked if the provision for postal communication could still be given if preferred.
- The process of an EGM should be changed to suit the current membership numbers.
VOTE RESULT: AGM SPLIT VOTE – CASTING VOTE BY CHAIRMAN RESULTED IN VOTED IN FAVOUR
- The rules for a quorum.
VOTE RESULT: AGM VOTED IN FAVOUR

The above voting would change the Constitution as follows:

5.2 The Council may convene an extraordinary general meeting of the members at its discretion to consider urgent or important matters affecting the Club and shall be bound to do so on receiving a request signed by not less than 20% of the eligible members of the Club who were Club members at the time of the previous AGM.

5.3 At least twenty eight days notice of all general meetings, specifying the date, place and time of the meeting and the business to be transacted shall be given. Annual General Meetings shall be advertised on Club noticeboards and web site and notice will be sent by e-mail to every member entitled to receive such notice who has provided an e-mail address. Notice of Extraordinary General Meetings shall (unless Council otherwise decides) be posted on the noticeboard in the Clubhouse. Junior and Temporary Members shall not be entitled to receive notice of nor vote at General Meetings.

5.4 Any Member wishing to place a resolution before a general meeting must give notice in writing to the Secretary at least 21 days before the date of the general meeting. A copy of such resolution shall be posted in the Clubhouse following receipt.

5.5 At any General Meeting, only Club members who were members of the Club at the previous AGM are eligible to vote. At an EGM, 15% of eligible members shall form a quorum. An AGM will be quorate with 2% of eligible Club members present.

This concludes the temporary changes to the Club Constitution. Various members wished to express that they were unhappy with the changes and that the Constitution had not been circulated prior to the AGM.

ii. **Strategy for Club Development**

The Club needs 50-100 membership growth in order to afford any further development.

iii. **Subscription Level Changes for 2013/2014**

MLipscombe proposed that the Subscription Fees for the coming year would increase with inflation.

iv. **Members Resolutions for Discussion/Vote/Agreement**

None received.

7. **Appointment of Club Auditors for 2013**

GMS Francis Clarks Limited re-elected.

8. **Any Other Business Acceptable to the Chairman**

QUESTION from Anne Gallagher: *Have any contingency plans been made for Tuddenham Road pitch resurfacing and what are the Council's plans for Tuddenham Road? Tuddenham Road is an asset to the Club, what is the solution?*

GSheldrake said that the any developments such as the recent Tennis developments have been 85% funded by the LTA, similarly with Squash from Sport England. The Club tried for funding to refurbish Tuddenham Road but the application was refused.

Lizzy Aldous: *said that funding is available elsewhere.*

Kevin Brazier: *asked why this has not come to light before now? Why are we not in touch with these other bodies? It's all about members self-funding.*

Claire Webb: *said that an application /for funding was put to Council but not submitted by the Hockey Chairman at the time (approx 5 years ago).*

QUESTION from Claire Webb: *Is Tuddenham Road being sold?*

GSheldrake: Claire Gould has told the Council that the Hockey Section wish to separate from the Club.

Claire Gould: *explained that Council has been privy to information on the Hockey Section.*

VPenn: *said that CGould did approach the Club with a purchaser.*

QUESTION from Claire Webb: *What would happen to the money if Tuddenham Road were sold?*

GSheldrake: That would be decided by the Club Council.

VPenn: the DD income just about covers expenditure.

QUESTION from Judy Wright: *Asked the AGM if a Working Party could be set up to work towards a solution for the Hockey Section?*

GSheldrake: said that the Section needs to be the main driver and he was sure that although not currently agreed that this would be welcomed by council.

MLipscombe: said the Club would not push the Hockey Section out.

QUESTION from Alistair Livingstone: *The Hockey issue is one which could potentially bankrupt the Club. Hockey has been supported by the Club for a number of years.*

CWebb: *agreed that something needs to now be done.*

CGould: *disputed the 9 month absence of a Hockey Chairman from attending Council meetings. It is difficult for her to have just one representative for Hockey on Council. She would be in favour of a Working Party and asked if one of its members could be co-opted onto Council?*

ALivingstone: *would like to see other sports represented on this Working Party.*

Ipswich

SPORTS CLUB

CGould: said that Council would have to agree that the Working Party has a certain remit.

VPenn: said that the Working Party would have to come up with a Business Plan.

GSheldrake: reiterated that a specific membership deal was given to the Hockey Section last year but that the Club have not seen any growth in membership numbers; the Club has tried to support the Hockey Section.

MLipscombe: the Council exists for the benefit of the Club, not just one section. It has been a difficult time with the Hockey Section and GSheldrake, VPenn and Graham Fretwell have put in a considerable amount of time to the Hockey Section.

QUESTION from Claire Webb: Who will set up the Working Party?

GSheldrake: said that the Hockey Section would need to propose names to Council.

QUESTION from Shirley Fairburn: Are the members aware that the Club have been awarded Silver Accreditation?

Emily Ison: mentioned that this was an error by the England Squash Regional Office and have since apologised for their error; the Club is Gold Accredited.

QUESTION from Alistair Livingstone: What revenue do Functions generate? The Club needs some balance with members and how external Functions are communicated to them, especially for weekend Functions.

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QUESTION from Claire Webb: Could more documents not be available to the members on the Website (eg. meeting minutes)? Previously requested documents were not forthcoming.

Council

QUESTION from Pippa Sheldrake: Could the Working Party not include Executive Committee members as they already attend many meetings?

The Club AGM meeting closed at 8.55pm.

DATE OF NEXT MEETING: Wednesday, 11 June 2014 at 7.30pm