



Mid Sussex Marlins Swimming Club Limited
Minutes of Annual General Meeting 7pm 23rd February 2022

50 ish voting members were present via online registration

0	Welcome, introductions and housekeeping	ACTION
	<p>The meeting was chaired by Graeme Edwards. Graeme began by providing an overview of the agenda and highlighting some minor amendments to the agenda:</p> <ul style="list-style-type: none"> • Item 0 – this item added • Item 3 – matters arising from previous minutes added • Item 5 – changes to correct the date in 5.2 and 5.3 • Item 9 – details of persons standing for the board added • Item 10 – details of proposals received added • Item 11 – additional item to present the Morgan Trophy • Item 12 - AOB renamed <p>Graeme asked that members declare any items they would like to raise as AOB at this point.</p> <p>Louise Gale stated that she would like to raise questions relating to fee structure, the executive committee, Swimzi, Swimmark, the use of awards, the pools, club championships and also offer some congratulations.</p> <p>Martin Parvin asked if the Morgan Trophy would be awarded this year and stated that he also had questions relating to the items named by Louise.</p>	
1.	<p>Apologies for Absence</p> <p>Received from: John Boydon, Nina Humphries, Sarah Johnson, Charlotte Johnson, Steve Murphy, Charlie Wood, Nic Piper & Polly Topping</p>	
2.	<p>To receive and approve the minutes of the previous AGM of 25th February 2021</p> <p>Graeme outlined the voting procedure for the evening, which would be in accordance with the articles of the club and in the form of ordinary resolutions as defined by the Companies Act. Each item would require only a simple majority to pass. That is 50% of meeting attendees plus one vote. There would be no option to vote against any motion. Results would be shared during the meeting for most polls but not all. For those such as the election of new directors the results would be ratified against eligibility to vote before being released.</p> <p>The meeting was invited to vote and approved the previous minutes.</p>	

<p>3.</p>	<p>Matters rising from previous minutes</p> <ol style="list-style-type: none"> 1. An amendment request was received from the Welfare Team to request that contrary to their report at item 8, a parent had expressed a contradictory view about how moves were handled. The team had no knowledge of this at the time of the report submission. 2. An update was requested in relation to item 10 regarding how the board intend to improve communications going forward. The board has not yet had sufficient time to respond to this item. 	
<p>4.</p>	<p>Chairman's Report</p> <p>Comments & questions were invited on the report which was circulated before the meeting.</p> <ol style="list-style-type: none"> 1. Louise Gale requested more information on the Executive Committee mentioned in the report. Graeme advised that this would be a matter for the new board. 	
<p>5.</p>	<p>Accounts</p> <p>1. To consider & approve the accounts for the year to 31st March 2021</p> <p>Ankit presented the accounts & reported that the club is in a good position despite the challenges presented by the pandemic. The accounts are almost in the same position as at the start of this difficult period. This has been achieved with support of members and from Places for Leisure who have worked extensively with the club. Discussions are continuing with PFL who have indicated that the discounts they have offered for pool costs will come to an end soon. Once this happens it is likely that the club's position will change, and the board are continuing to look for ways to increase income. The academy is now half the size that it was pre-pandemic, and the club has reduced capacity to reflect this.</p> <p>The meeting was invited to vote and approved the accounts.</p> <p>2. To update on the financial position as at 31st December 2021</p> <p>Ankit reported that club has circa £157,000 in the bank with pool fees for one month to be paid. The club will end the year with between £130,000 and £150,000 in the bank. At the end of 2020</p>	

the club had £161,000 in the bank and at the end of 2021 £101,000.

3. To present the fee schedule to apply from 1st April 2022

Several members asked for further information on the proposed fee increase, including a breakdown of the figures to demonstrate how and why this was required. Ankit advised that he had not produced these figures to show the meeting but explained the board's strategy for managing the upcoming financial challenges including the reduction in the discount offered by PFL. Ankit also indicated that controls are in place to manage other large costs such as salaries. Members asked whether pool time would change for groups and how this might impact fees. Ankit explained that pool time is under constant review to ensure groups have enough and that allocations are as fair as possible. The academy is currently running at capacity, but membership is at 50% of the pre-Covid level and session allocation reflects this. The club are working hard to attract more members including running more regular trials, but this is a work in progress and space will dictate how quickly capacity can be increased. The current timetable will remain in place until September when it will be reviewed as it has in previous years.

Questions were asked regarding whether cost is the reason that the club is no longer using the pool at Ardingly; why the club no longer offer land training and why members are asked to pay additional monies to participate in sessions at K2. Ankit advised that a decision was made not to offer land training at present due to costs but that the board hope it can be restarted in future. Additional charges are now made for K2 for two reasons;

- it was previously discretionary and not always well attended
- concerns had previously been raised that offering the free K2 sessions was favouring one area of the club unfairly.

The charges for current sessions help to spread the cost more fairly and ensure the club are not losing financially from lack of attendance. Ardingly has not been considered for use because the club are trying to work with PFL who have been very supportive during the pandemic and subsequent reopening.

	<p>Graeme added that the club had also received feedback from several swimmers who do not like the Ardingly pool.</p> <p>Two members expressed concern regarding the communication from the board. Ankit noted these concerns and indicated that board hoped to improve in this area in the coming year.</p> <p>In response to a question on how the club hopes to increase revenues Ankit explained that work is ongoing to attract more new members through the academy and that the board are currently considering an offer of support with this from PFL's marketing team.</p> <p>The members were invited to vote on the new fee schedule. This was an indicative vote only.</p> <p>A request was made to the board for further comms following the meeting regarding the reason for the fee increase. Les Hawkey advised that a breakdown of costs and evidence regarding the need for the increase should be presented to members at the AGM.</p>	
6.	<p>To elect an independent examiner for the accounts for the coming year</p> <p>Ankit advised that Steve Braine is stepping down as independent examiner for the account. He extended thanks to Steve Braine on behalf of board and club for his work in this and previous years. The board are looking to appoint a new examiner and will advise members in due course.</p>	
7.	<p>To receive the club's reports on activities (reports were circulated with papers in advance of the meeting)</p> <p>No comments were received on the reports Louise Gale congratulated both Pauline & the Water Polo group for their successful fundraising efforts</p>	
8.	<p>Welfare Report (the report was circulated with papers in advance)</p> <p>No comments were received on the report</p>	
9.	<p>To elect Directors & Officers for 2022/23 (five positions available)</p> <p>Officers continuing:</p>	

	<p>Paul Johnson Ankit Kumar Kevin Symonds Gavin O'Malley Richardson</p> <p>Officers retiring: Graeme Edwards</p> <p>Standing for Election: Vicky Davies Darren Humphries Martin Parvin</p> <p>Declarations from candidates were circulated with meeting papers.</p> <p>Members were invited to vote for each candidate in alphabetical order. Results were not shared during the meeting. They would be validated and the outcome shared in due course.</p> <p>In response to a question Graeme confirmed that to be elected a candidate must receive more than fifty percent of votes from eligible members.</p>	
10.	<p>To consider any proposals</p> <p>1) Appointment of Club Captains (Vicky Davies) - it was proposed that in addition to club captains, vice captains from other squads should be appointed, and that captains should be voted in by the swimmers and not chosen by the Head Coach. It was also proposed that there is a formal description of the role to ensure that those chosen better understand their responsibilities.</p> <p>Graeme reported that the board do not have a particular view on the proposal.</p> <p>Sophie Shaw explained that the captains have in the past been chosen by swimmers but that it was not necessarily effective due to swimmers voting with friendship groups. She also explained some of what the captains currently undertake and that much of it is not always visible to other members.</p> <p>Louise Gale supported the suggestion of a more formal description of the role.</p> <p>Les Hawkey advised that there is an existing document outlining the role of the captains.</p>	

	<ul style="list-style-type: none"> ➤ Members were invited to vote on the proposal. Members were not supportive of the proposal. <p>2) Alignment of board members with club sections (Louise Gale) – it was proposed that each board member is allocated a section of the club to work with. This would improve representation and cooperation across the club.</p> <p>No comments were received from voting members. One non-voting member expressed support for the proposal.</p> <p>Members were invited to vote on the proposal. Members were not supportive of the proposal.</p> <p>Graeme indicated that the board would give further consideration to the proposals and ensure that the job descriptions for the captains would be found and shared with the coaching team.</p>	
11.	<p>To present the Morgan Trophy – annual award to person the board believes has made a significant contribution to the club during the previous year.</p> <ul style="list-style-type: none"> • Paul Johnson presented the trophy to Pauline Draper for her work with the Para-section. This has included ensuring the section has returned after the pandemic and obtaining funding for some in-water communication devices to assist swimmers and coaches. Pauline also offers opportunities to some of the younger club swimmers to work with her and her charges. • Pauline thanked the board and those who work with and support her. She also reported that the new headsets are working well so far. 	
12.	<p>AOB</p> <p>Graeme asked those who raised items earlier in the meeting – Fee Structure, Executive Committee , Swimmark, Swimzi & Club Champs</p> <p>Louise confirmed that her questions had been answered during the meeting on fees & the committee.</p> <p>Graeme confirmed that the club have Swimmark until Jan 2024 and that Gavin has been leading on the associated work. The new board will decide whether Gavin will continue to do this but want to continue with it.</p> <p>Kevin confirmed that there is an option of cash back on all the items that the club offers. It was decided not to add anything to</p>	

	<p>the required items but optional items do have a small sum added.</p> <p>Graeme confirmed that there is no date set to present the medals from last year's competition but that it will be addressed as soon as possible.</p> <p>Martin Parvin raised concerns regarding the number of board members that have left during the past year and asked if any particular contributing factor which can be shared with members.</p> <p>Graeme responded that there were different factors for all those who left but most were personal and could not be shared publicly.</p> <p>Graeme reiterated that poll results would be shared with members as soon as possible and that minutes from the AGM will be captured and shared in due course.</p>	
	<p>Meeting ended 7.38pm</p>	
	<p>Date to next AGM</p> <p>TBA</p>	