



WIGAN ST. PATRICKS ARLFC ANNUAL GENERAL MEETING

MINUTES

The Annual General Meeting of Wigan St. Patricks ARLFC took place at the Wigan St. Patricks Clubhouse, Harper Street, Wigan, Lancashire WN1 3BN at **7:00pm** on **Wednesday, 4th December, 2019**, when the following Members were

Present:

Catherine Taylor
Chairperson

Committee Members: Joe Charnock, Craig Hopper, Cath Jones, Peter Murphy, Gill Rickard, Jeff Stuart and Chris Whiteley.

Club Members: Danny Jones.

Club Accountants: Angela Hilton of HullJady, Chartered Accountants.

Apologies: Apologies for absence were received from Chris Fairhurst (work commitments)

Item No.

Item

1 Welcome and Introduction

Cath Taylor opened the meeting by welcoming everyone to the meeting and introducing Angela Hilton from HullJady, the Club's Accountants, who would be presenting items to the meeting concerning the Club's financial activities.

2 Apologies

Peter Murphy advised that apologies for absence had been received from Chris Fairhurst, who was absent from the Meeting due to work commitments.

3 Minutes of the previous Annual General Meeting held on 14th November, 2018, together with Any Matters Arising

The Minutes of the previous Annual General Meeting were received and approved. There were no matters arising from the Minutes.

4 Report upon the Activities of the Club since the previous Annual General Meeting

Cath Taylor reported that the Club has lost two of its junior teams during the year (this year's Under 13s and Under 16s teams), although most of the other junior teams had achieved an increased number of players. The loss of the Under 16s team could lead to difficulties in player numbers coming through to next season's Under 18s and Cath and Jeff Stuart are currently looking to address this.

Cath reported that the Club's Open Age Section have had a really good year, with the 1st Team having performed beyond expectations in reaching the end of season play-offs and demonstrating a significantly improved team culture and ethic, which has been key to the overall improvement. Cath felt that this was a testament to the appointment last year of Ryan Powell as Lead Coach, who has justified the Club's faith in him. The 2nd Team has also improved and has performed well under the coaching of Simon Speakman and Damian Charnock, having fulfilled most of its fixtures. Cath also mentioned that Jack Proffitt has been selected for the North West Men's League representative team, which had been well deserved given the effort and overall contribution that Jack makes to the Club.

Having lost almost a full team (12 players) last year to the Wigan Warriors Women's Super League team, as well as 8 players to the Wigan Warriors Under 19s team, Cath reported that the Ladies' Open Age Team have rebuilt and have competed in both the Women's Summer and Winter Leagues. However, it was noted that Wigan Warriors are recruiting again, which could see a further loss of players from the team.

Cath reported that the quality of the Club's pitches has held up really well over the season, especially given the extent of their use, which justifies the sums spent on maintenance (£412 monthly, amounting in total to £5,861.85 over the year).

The Club has also added to its Clubhouse facilities during the year, with the installation of an Accessible Toilet and Baby Changing facility funded by a successful application by Joe Charnock to the Big Lottery's Awards For All scheme. Cath mentioned that in addition to its current Club Premises Certificate, the Club now needs to acquire a Premises Licence for the Clubhouse to enable its facilities to be offered to the public for music, sporting and other events. The fee for this will be based upon the Non-Domestic Rateable Value of the Club premises.

Cath concluded by reminding the Meeting that over the last year the Club has lost George Herring (in September), which is already having a huge impact on the Club. Cath advised the Meeting that the Club is currently in the process of having the ground renamed as the George Herring Playing Fields to commemorate and reflect George's massive contribution to the Club over many years.

Finally, Cath advised the Meeting that arrangements for the Ronnie Dutch Memorial game have proved to be difficult this year, largely due to a disappointing degree of non-cooperation by Wigan RUFC, and that still no date for the game has been fixed.

5 Financial Statement from the Club's Accountants concerning the Financial Transactions and Financial Activities undertaken by the Club since the previous Annual General Meeting and its current and projected financial position for the forthcoming year

Angela Hilton from the Club's Accountants provided a report upon the Club's financial activities since the previous Annual General Meeting and presented the Club's Balance Sheet and Profit and Loss Account for the year up to 30th June, 2019. These were still subject to confirmation, although the overall figures are unlikely to alter significantly and showed a significant improvement in the Club's financial performance over the last year. Income has increased by £15,616.77 over that of last year, with bar sales having increased by £5,177.08 and bar expenses having reduced by £4,428.14. The overall position showed the Club as having achieved a gross profit of £16,858.27, with operating expenses having reduced by £4,145.76. . This compared favourably to an overall loss the previous year of £6,738.

In conclusion, Angela felt that the Club's finances continue to be in a healthy position, which Cath Taylor agreed and Cath thanked Angela for her contribution.

6 Appointment of the Club's Accountants for the forthcoming year

HullJady were proposed and approved by the Meeting for appointment as the Club's Accountants for the forthcoming year.

7 Report upon the Club's Future Plans and proposed Club Developments

Cath stated that although little progress has been made upon the completion of the Club Development Plan due to other matters arising elsewhere within the Club, this will now be brought to a conclusion by Cath and Peter Murphy hopefully by the end of January, 2020. This has not, however, halted essential progress within the Club such as the installation of the Accessible Toilet and Baby Changing facility. Peter added that the main requirement now is to formalise and update the written Action Plans which have already been designed to take the Club forward so that the Plan can be brought to a conclusion and can support the Club in its funding bids for the new financial/funding year.

Cath added that the Club Data Protection Policy under the GDPR legislation (GDPR) will also now be concluded and made effective by drafting and agreement of the Club's Privacy Notices. Peter stated the Club's overall Policies and Procedures will also each be reviewed and updated to ensure that these best support the Club.

Cath Taylor mentioned that the annual Royal Marines Festival is now proposed for the Bank Holiday weekend of 2nd May, 2020 or the following weekend of 8th May, 2020, although the precise format has yet to be decided. The date and format of the event will therefore be discussed at the Club's next Committee meeting, in January, 2020.

Joe Charnock reported that plans are progressing for a proposed new Club gymnasium alongside the 1st Team pitch and will be supported by a bid for funding to Wigan Council's New Deal for Communities scheme.

8 Discussion and vote upon a proposed Resolution that:

"The Constitution and Rules of the Club be amended as follows:

- that, the Objects and Purpose of the Club be extended to include promoting participation, providing facilities and offering coaching and competitive opportunities in the sport of disability Rugby League.**
- that the requirement in paragraph 7(c) that a person wishing to be a member of the Club must apply by way of delivery to the Club of the prescribed Membership Application Form be qualified to require that a**

Membership Application Form be delivered “wherever reasonably practical”.

- **that references in paragraphs 7(e) and 9(b) to the refusal, or removal, of Club membership should this be in the interests of the sport of community rugby league, be extended to include also the sport of disability rugby league.**
- **that the leagues to which the Club is affiliated, as referenced in paragraph 4, be updated to refer to the Women and Girls Rugby League rather than the North West Women’s Rugby League.**
- **that specific reference be made in paragraph 10(b) to the Officers of the Club rather than simply to “the above”.**
- **that reference in paragraph 12(e) to the reimbursement by the Club of reasonable travelling expenses to its players and Club officials in travelling to away matches be updated to reflect changes in the wording of the Corporation Tax Act 2010 (from which this derives), as introduced by the Community Amateur Sports Club Regulations 2015.**

Peter Murphy explained that the purpose of these suggested amendments to the Club Constitution is to update the Constitution as necessary and to accommodate the Club’s objective of promoting disability Rugby League within the Club. Peter proposed that the Constitution be amended accordingly and the amendments proposed were each approved by the Meeting.

9 Election of Club Committee Members for the forthcoming year

Peter Murphy mentioned that of the 12 Committee Member positions available under the Club Constitution only 9 applications had been received, meaning that there will be 3 vacancies. It was agreed that the Club should look to recruit to each of these positions as soon as possible.

Cath Taylor proposed that all Club Committee Members who had submitted an application to continue in their Committee role be elected for the forthcoming year. This was seconded by Jeff Stuart and was approved by the Meeting.

10 Appointment of Officers of the Club for the forthcoming year

Cath Taylor explained the requirement for Officers of the Club to be appointed to certain specific roles and reported that a review of the Club’s Management Structure is currently underway to ensure that Club business is addressed and carried out as efficiently as possible. Peter Murphy added that

the review's recommendations will be reported to the Club Committee for consideration and approval and will require that the Constitution eventually be amended to reflect the changes made. Cath Taylor stated that the Club will in the meantime need to consider how the responsibilities of the vacant Facilities Manager post will be carried out.

Cath Taylor also stated her intention to remain as Chairperson of the Club for one further year only and will be working towards a transition into this role over the forthcoming year.

In the meantime, Cath requested the following appointments:

- Treasurer: Gill Rickard
- Club Secretary: Peter Murphy
- Club Welfare Officer: Jeff Stuart
- Facilities Manager: vacant
- Chairperson: Cath Taylor.

Peter Murphy proposed that these appointments each be approved by the Meeting. This was agreed by the Meeting and appointments made accordingly.

11 Appointment of Trustees of the property owned by the Club, should any vacancy have arisen

As no vacancy had arisen in the Club's Trustees, no appointment was necessary at present.

12 Any Other Business

Cath Taylor proposed that the Club express its gratitude towards Cyril Dermott for his long years of service both as a Committee Member and as the Club's Facilities Manager and this was agreed by the Meeting.

It was further proposed that the Club Committee should hold its Christmas meal on Friday, 24 January, 2020 at the "Fat Olive". This was approved by the Meeting.

Peter Murphy proposed a vote of thanks to Cath Taylor for her positive, supportive and consistent leadership throughout the year and this was approved by the Meeting. Cath Taylor thanked everyone in the Committee

team for their support and contribution over the year, without which the progress that had happened could not have been made.

The Meeting closed at: 8:15pm.

Received as a correct record of the Meeting by:

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Catherine Taylor
Club Chairperson
2020

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Peter Murphy
Club Secretary
2020