



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, 14th November, 2018**, when the following Members were

Present:

Catherine Taylor
Chairperson

Committee Members: Joe Charnock, Cyril Dermott, Chris Fairhurst, Cath Jones, Peter Murphy and Gill Rickard.

Club Members: Brian Bradshaw, Sarah Harrison, Craig Hopper and Gareth Parkinson.

Club Accountants: Angela Hilton of HullJady, Chartered Accountants.

Apologies: Apologies for absence were received from Jeff Stuart (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 Jeff Stuart, who had work commitments in Nottingham.

3 Minutes of the previous Annual General Meeting held on 6th December, 2017, 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 it had been a disappointing year for the Club's Open Age 1st Team, who had been relegated from the National Conference League Premier Division for the first time. The 2nd Team had also struggled to fulfil its fixtures and the Under 18s too had had a difficult season, with the second half of the season being particularly disappointing. It was felt, however, that the Under 18s will be strong for 2019, with Jo Trumble and Simon Rickard coming through from the Under 16s as coaches.

Cath stated that there had been a number of reasons for the lack of success on the field, which had brought the Club to recognise the need for change. A review had therefore taken place of the entire Open Age structure and its coaching staff and it was felt that this had now given the Club a much stronger base from which to move forward. There was now a new Lead Coach for the 1st Team, Ryan Powell, who has experience of coaching at Championship level and has a passion for the Club. Joe Charnock, who is held in high regard throughout the Club, has been appointed as 1st Team Manager and brings to the role many years of experience. Dave Ruddy and Jimmy Taylor are to be the Club's new Directors of Rugby and will be heading up a Rugby Committee and the Club will also be looking to appoint Chris Whiteley as the Open Age Section's Player Welfare Manager and co-opt him onto the Club Committee. Michael Sharkey will also be looking at the commercial side of the Open Age operations, particularly in terms of player sponsorship. A new Video Manager, Danny Bamber, has also been appointed. A media release has been circulated to publicise these changes and, it was hoped, would raise the profile of the Club and make it more attractive to players and sponsors alike. Cath added that she was pleased to report that the Club's current sponsors have agreed to continue their sponsorship, despite the 1st Team's relegation to the National Conference League 1st Division.

Cath advised that the Open Age players will pay £150 to sign for the Club for 2019, payable by three payments of £50 across the season. Some players who had left the Club had also expressed an interest in returning.

The Ladies' Open Age Team had lost almost a full team (12 players) to the new Wigan Warriors Women's Super League team, as well as 8 players to the Wigan Warriors Under 19s team. This had caused difficulty for the Ladies' Team and would continue to do so, although the Club has been committed to Women and Girls' rugby for many years and is confident in its ability to rebuild the team and to put the necessary staffing in place. Sarah Harrison pointed out in this respect that a Team Manager is required for the Team.

Cath advised that the Under 13s Team had been lost due to issues which had been ongoing for some time. Also an issue with a former Coach for the Under 15s had made a major impact on player numbers, although the team had kept going with the support of Joe Charnock, Jack Rimmington, Jack Proffitt and Shaun Brannan and further players are to be recruited during the off-season.

The Under 16s had reached their Cup Final and won it, the only one of the Club's junior teams to do so in 2018.

Cath mentioned that a League review is to take place concerning the Under 16s to Under 18s age group due to the impact of Summer rugby on players who are taking examinations. It was also widely felt that there needs to be a restructure of the Scholarship scheme due to the impact that this is having upon player numbers at community clubs.

Cath advised that Club subscriptions for the junior teams have stayed the same for 5 years and would now have to increase slightly. This would be payable at £25 each month over 9 months of the season, amounting to £225 per year in total. Currently subscriptions are £15 per month for Under 8s to Under 11s and £20 per month for Under 12s upwards.

Cath stated that little progress had been made upon the Club Development Plan due to a succession of other issues within the Club but that this would now be brought to a conclusion as soon as possible. Peter Murphy added that this had not, however, halted essential progress within the Club and although the Plan itself has not yet been brought to a conclusion, initiatives such as the refurbishment and replacement of the Club toilets and the review and restructure of the Open Age Coaching Team had still gone ahead. Peter added that the main requirement now is to formalise and complete the written Action Plans which have already been designed to take the Club forward and stated that it was aimed to complete these by the end of January so that the Plan can be in place to support funding bids for the new financial/funding year.

Cath mentioned that a lot of work has taken place in formulating and introducing a new Data Protection Policy for the Club following a change in legislation (GDPR) and this had been approved by the Club Committee at its meeting on 5th September, 2018. This will now soon be concluded and made effective once the Club's Privacy Notices have been drafted and agreed.

The Club's facilities have also improved since the last Annual General Meeting, with new tills being introduced, new tables purchased for the Clubroom, improved facilities within the kitchen and the toilets having been refurbished. The Club has also been awarded a grant for £10,000 to introduce new disabled toilet facilities and this is now in the planning stage. Joe Charnock has also obtained a grant for a new projector to improve facilities so that the Club can be marketed as a venue for seminars and conferences. Funding too has been received towards a Children's Christmas Party.

Cath reminded the Meeting that over the last year the Club has lost Chris Greenfield (the Ladies' Team Manager), Gerald Fairhurst (who held numerous roles within the Club, especially as Committee Member and, most recently, as Press Officer), Ronnie Dutch (Player, Coach and Team Manager) and Dave "Migsy" Middleton (a former Coach and Player). Chris Fairhurst stated that the loss of such valued and influential Club members would have broken many clubs and stated that the Club had shown huge resilience in coming through positively. The contribution of each was acknowledged and recognised by the Meeting and Sarah Harrison led a prayer of remembrance.

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

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, 2018. This showed an overall loss of £6,738, as compared to a profit the previous year of £1,967. However, this was during a period in which the Club had spent significantly on the refurbishment of the Clubhouse toilets and the purchase of a new till system and new tables.

At the previous Annual General Meeting, Angela Hilton had concluded that Club subscriptions and membership fees are insufficient to pay for everything without the profit from bar sales and it was noticeable that the decrease in bar sales over the year of £6,378 also reflected much of the loss that had been incurred.

The £12,000 loan from Bartons to pay for the toilet refurbishment now stands at £8,000 (at 13th November, 2018) and is being reduced by £500 each month, a total of £4,000 having now been paid.

In conclusion, Angela felt that the Club's finances remain in a healthy position overall, which Cath Taylor agreed.

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 Taylor advised that future plan and proposed developments had been touched on elsewhere within the Meeting and would be discussed in full at the Club's next Committee Meeting.

Cath mentioned that the Open Age players and coaching and management team have taken it upon themselves to refurbish the Club's Changing Rooms and this was welcomed by all.

Cyril Dermott reported that there is an appointment for Virgin Media to install a fixed WiFi system within the Club on 30th November, 2018, with the current BT lines being removed. Cyril asked whether there was a possibility of the Club installing a telephone aerial. However, it was felt by the Meeting that planning permission and environmental issues in this regard would prove difficult to overcome.

Cyril also raised the need for the Club's fire doors to be replaced and this will be considered further. Sarah Harrison mentioned the difficulties that had been experienced at the school where she works in relation to the installation of fire doors.

8 Discussion and vote upon a proposed Resolution that:

"The Constitution and Rules of the Club be amended so that:

- **in addition to the Officers of the Club, the further members of the Club who may be elected to the Committee under paragraph 10(b) is, for consistency purposes, revised from five to seven.**
- **the significant involvement with the Club required by paragraphs 10(e) and 11(c) to qualify a person to be appointed as an Officer of the Club or elected as a Club Committee Member be extended to include the capacity of parent (including step-parent, grandparent or any other role acting substantially in the position of parent), or sponsor.**

Peter Murphy explained the purpose of these suggested amendments, to provide consistency and to extend the scope of potential membership of the Committee, and advised that these had previously been approved by the Club Committee at its meeting on 5th September, 2018. He therefore proposed that the Constitution be amended accordingly and this was approved by the Meeting.

9 Election of Club Committee Members for the forthcoming year

Chris Fairhurst proposed that all Club Committee Members who had submitted an application to continue in their Committee role be elected for the forthcoming year and that Craig Hopper and Gareth Parkinson, who had submitted applications, should also be elected. This was seconded by Cath Taylor and was approved by the Meeting. The Committee formally welcomed both Craig and Gareth to the Committee as new Committee Members.

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 requested the following appointments:

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

Chris Fairhurst proposed that these appointments each be approved by the Meeting. This was agreed by the Committee 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 raised a concern that the Club's bar staff are exposed to risk by walking home from the Club at night. It was agreed therefore that a taxi should be provided for bar staff to ensure that they have a safe journey home and that the Club should insist that bar staff use this.

Peter Murphy suggested that in future years Committee applications should be placed upon the Club website so that they are more available to Club members in advance of the Annual General Meeting. This was approved by the Meeting.

Peter Murphy also 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 contribution over the year, without which the progress that had happened could not have been made.

The Meeting closed at: 8:31pm.

Received as a correct record of the Meeting by:

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Catherine Taylor
Club Chairperson
27 November, 2019

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Peter Murphy
Club Secretary
27 November, 2019