

**Tavistock Swimming Club (est.1990) ("the Club") AGM**

**Thursday 10<sup>th</sup> September 2020**

**By Zoom video link**

**Present**

Paul Johnson (chairman), Ann Cummins, Sue Dunstan, Lisa France, Caroline Furze (secretary), Dawn Gatum, Sean Hamilton, James Lake, Sam Lake, Claire Palmer, Sarah Rice, Amy Roberts, Katie Roberts, Liam Sebag-Montefiore, Katrina Shipp (treasurer), Hazel Walker.

**Apologies**

Matthew Crossey, Vanessa Crossey, Nicky Maguire.

1. The meeting was held by Zoom video link, under s.37 and Schd 14 of the Corporate Insolvency and Governance Act 2020 (made by reason of the coronavirus pandemic), which allowed CIO's members' meetings between 26 March 2020 and 30 December 2020 to be held by phone / video or other electronic means, even if the governing document required them to be held physically face-to-face.

**Minutes of 2019 AGM.**

2. The minutes of the AGM on 23<sup>rd</sup> June 2019 were approved as correct. Proposed by Sue Dunstan, seconded by Sam Lake and agreed unanimously.

**Chairman's report**

3. The Chairman referred the meeting to the annual trustee report which had been submitted to the Charity Commission and was on the website. He further reported as follows.
4. The competition season had started very strongly and positively, building on from the success of the previous year. It began with a well-attended network gala in September which was aimed particularly at the younger swimmers. The regional winter short-course championships at Millfield in November saw seven Club swimmers taking part, including one in his first regional event. In 2020, the Devon championships saw 28 Club swimmers participate, including seven who had qualified at this level for the first time.
5. Four people in particular were singled out for congratulations.
  - (1) The head coach, James Lake, for winning Devon Coach of the Year in August 2019.

- (2) Amelia Fox who, at her first Devon championships, had qualified for the Country Development programme.
  - (3) Samuel Rice, who had been selected for the National Development Programme.
  - (4) Sam Lake, who won a silver medal in the 1500m at British Masters' Championships in Swansea in February 2020.
6. As at mid-March 2020, when events were suspended due to lockdown, three swimmers had qualified for the summer regional championships for the first time: Matthew Hamilton, Evie Palmer and Sam Palmer. All in all, 2019-20 had been turning into a great season until coronavirus intervened.
  7. He thanked all of the committee and coaches for their hard work, especially Caroline Furze for helping with Club organisation during the lockdown and James Lake for running land-training on the moor when lockdown was eased to allow gatherings in small groups. The land-training allowed the swimmers to resume some training and were a welcome first step back towards normality. He also thanked Sue Dunstan, Sarah Rice and Sam Lake for their campaign to get Meadowlands reopened. Club members were also praised, for their enthusiasm and support in embracing what the Club had offered over the very difficult summer.

#### **Treasurer's report**

8. The treasurer, Katrina Shipp, gave her report. The accounts were on the website and had been approved by the independent examiner.
9. The Club remained in a strong and sustainable financial position, with good cash reserves (£21k at 31<sup>st</sup> March 2020 (the end of the financial year)).
10. The accounts showed a profit of £2,496 over the year. However, this included gift aid for 2018/19; when that was stripped out, it left a deficit of £804. That was mainly attributable to the coach training which included supporting three people to qualify as Swim England Assistant Coaches and one person as a Swim England Coach.
11. 2019-2020 saw a 7% decrease in membership and training fees, leading the committee to decide, in early 2020, that fees would be raised for the forthcoming year (the increase to take effect on 1<sup>st</sup> April 2020). The pandemic then intervened. Thanks to continued membership fees, the Club had been to cover its costs during lockdown, but the higher costs for pool hire and smaller sessions once swimming resumed meant 2020-21 was likely to be hugely challenging

12. In April 2019, the Club accounts were moved from a cash basis to an accruals basis. That had resulted in a stock valuation of £832.50 which made a small impact on the profit realised.

### **Amendments to the constitution**

#### ***Background***

13. Swim England had requested various amendments to the Club's constitution (most of them mundane: e.g. replacing "ASA" by "Swim England" wherever it occurred). Some of the amendments requested by Swim England involved amendments to cl.3.2, a subsidiary part of the Objects clause.
  
14. All amendments to the Objects clause required the prior approval of the Charity Commission. When that approval was sought, the Charity Commission had suggested that clause 3 be severed. The existing clause 3 contained both the objects (cl.3.1) and various ancillary matters (cl.3.2 and 3.3). The Charity Commission suggested those ancillary matters be removed from clause 3 and moved into a new clause 4, leaving the existing cl.3.1 as the new clause 3. That would make life easier in the future, as further changes to the new clause 4 (e.g. if Swim England changed its name again), would not need prior approval from the Commission. Furthermore, the whole of the Objects clause had to appear on the Commission's register of charities, which would be very unwieldy with the existing clause 3. The committee therefore proposed that clause 3 be severed as the Commission had suggested. The change would not alter the Club's objects.

#### ***Resolution***

15. To amend clause 3 of the constitution of the Club ("the CIO") so that it reads:  
"Objects. The objects of the CIO are the promotion of community participation in healthy recreation in particular by the provision of facilities for the teaching, development and practice of swimming for all age groups within the town of Tavistock, Devon and its locality."  
Passed unanimously.

#### ***Background***

16. While amending the constitution to take account of Swim England's requests and recommendations, the opportunity had been taken to make various other changes where they were necessary to remove repetition, avoid internal contradiction or make the constitution more workable. Copies of the proposed amendments had been circulated to the members, including in the form of a marked up and annotated

version of the existing constitution which tracked and explained all the changes. The main substantive change was that the officers (chairman, treasurer and secretary) now would be elected by the trustees rather than the members in a general meeting.

***Resolution***

17. To make other amendments to the constitution by adopting the attached Draft Amended Constitution as the constitution of the Club.  
Passed unanimously.

**Election/ re-election of trustees**

***Background***

18. Under the constitution, at least one-third of the trustees retire each year, including all who have been in office for three years. Retiring trustees are eligible for re-election. Four trustees had been in place for three years; all were standing for re-election.

***Resolutions***

19. To re-elect Caroline Furze as a trustee of the Club. Passed unanimously.
20. To re-elect Paul Johnson as a trustee of the Club. Passed unanimously.
21. To re-elect Claire Palmer as a trustee of the Club. Passed unanimously.
22. To re-elect Hazel Walker as a trustee of the Club. Passed unanimously.

***Background***

23. The trustees have power to appoint new trustees during the year, but any such appointments must be confirmed at the AGM. This year, they had appointed Liam Sebag-Montefiore, so he was standing for election for the first time.

***Resolution***

24. To elect Liam Sebag-Montefiore as a trustee of the Club. Passed unanimously.

**AOB**

25. There was no other business.

The chairman closed the meeting at 8.05pm