



Tidworth Town FC Annual General Meeting 5 August 2020

Minutes

Present: Wayne Thomson (Chairman) Sue Lane (Secretary/Registrations) Susanna MacLean (Treasurer) Louise Smith (Facilities) Kim Newbury (Comms and Welfare) Jon Newbury (Grounds Manager) Chris MacLean (Torpedoes Manager) Chris Fairclough (Jackals Manager)	Apologies from Shaun Smith (Events and Development Officer) Shaun Batley (Kit & Equipment Manager)	Absent Rob Warenycia (Tigers Coach) – Estonia Kojo Mensah (Bulldogs Coach) – Estonia
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The AGM was via Zoom hosted by the Chairman and was opened at 1930.

AGM Minutes

Speaker/Point	Comment	Action
Attendance	SL thanked those present and mentioned apologies for those not able to attend.	N/A
Signing off of previous minutes	There being no questions arising from the previous AGM minutes, the minutes of the AGM 2019 were agreed as a record.	N/A
Chairman's – Annual Report	The Chairman read out his annual report covering the full spectrum of activities the Club has been involved in during the 2019/20 season.	N/A – The statement is attached at the back of these minutes and is available online as a standalone document.
Treasurer – Financial Statement	The Treasurer delivered the financial statement for 2019/20 season and covered all major income and expenditure including the significant impact of COVID-19.	N/A – The statement is attached at the back of these minutes.
Registrations – Annual Report	The Registrations spoke on the improved process and the numbers in and out of the club confirming 150 players and 14 teams excluding the Sunday men's team; their total figures are not yet confirmed.	N/A
Secretary - Update	The Secretary confirmed that all league registrations had taken place and the club were prepared for the new season including insurance.	N/A
Chairman – Arrivals,	The Chairman confirmed the names of those that had left, resigned or and had arrived as new members of	Communications – Advertise across club social media and



Departures, Resignations and Vacancies	the Club. He confirmed that all teams had staff and that all positions within the Club Officers were occupied less Vice-Chairman, Kit and Equipment Manager (previous incumbent resigned) and Registrations Secretary.	local media/publications the vacant positions and contact details for interested people.
Chairman – Constitution and Policy Updates	<p>The Chairman spoke about the recent update of all policies pertinent to the smooth running of the Club. He highlighted that all were now live on the Club website as version 6.0 dated 26 Jul 20. In particular he stated the introduction of several new policies and key updates, these being:</p> <ol style="list-style-type: none"> 1. Drugs and Alcohol Policy and update to Codes of Conduct for the Managers and players. 	<p>Communications Officer to advertise across Clubs media that the policies are now live for all to read and become familiar with.</p> <p>All Club Staff and Parents – Read and familiarise with new policies.</p>
Chairman – Confirmation of the Club Officers	<p>The Chairman confirmed the following as being in appointment for the 2020/21 season.</p> <ol style="list-style-type: none"> 1. Chairman – Wayne Thomson 2. Vice-Chairman - Vacant 3. Secretary – Sue Lane 4. Registrations Secretary – Sue Lane until replacement found 5. Treasurer – Susanna MacLean 6. Welfare Officer – Kim Newbury 7. Asst Welfare Officer – Colin Bell 8. Development Officer – Shaun Smith 9. Kit and Equipment Manager – Vacant 10. Facilities Manager – Louise Smith 11. Grounds manager – Jon Newbury 12. Events Coordinator – Shaun Smith 13. Press and Communications Officer – Kim Newbury 	N/A
AOB	A brief discussion took place confirming that all players that were still indebted (financially) to the club from the 2019/20, despite being registered would not be permitted to play in the 2020/21 season until debt was cleared.	Secretary to email debtors to confirm this point. Comms to post a reminder across teams social media reminding debtors of this point.
Secretary – Confirmation of next meeting	The Secretary confirmed that the next meeting would be a general meeting open for all club staff and members. It would be held on Wed 2 Sep 20 at 1930 and confirmation would be distributed confirming if it would be virtual or in person.	Secretary – With consideration for COVID-19 restrictions confirm meeting format by Wed 2 Sep 20 at 1930. Comms to publicise accordingly.

The AGM closed at 2006 with no further discussions.



Chairman	
Signed:	
Date:	5 Aug 20

Secretary	
Signed:	
Date:	5 Aug 20

Attachments:

1. Chairman's Report (contains registration update).
2. Financial Statement



Tidworth Town Football Club

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CHARTER STANDARD
COMMUNITY CLUB

Chairman Report – AGM 5 August 2020

What a very odd ending to the season we had. Way back in February we made a call that teams could either train or not depending on how the team staff felt and then all games were called off effectively ending the season for us. This official stopping of games gave us the direction we needed to cancel all training to eliminate all risk. It was at this point we all started trying to find our feet on how to proceed, what could we do and where should we be aiming to be; all this coupled with the personal worries of what was happening around the world. A decision was taken to stop monthly subscriptions and do what we could, when we could, to prepare for the hopeful return to training. COVID-19 has certainly been a testing time for everyone and has made us really think about the way we will be doing business from here on in. It is an unknown way of working and a very fluid way of working so bear with it as we try to keep on track and provide the best service moving forward. That said, we have had limited issues since the recommencement of training with only a few people not fully following the guidance we have put out. How much or little you safeguard yourself and your family against this pandemic is your call, but please be aware that when you enter Humber Lane you are putting others at risk by not following the simple guidance. We want to keep our club open, following the guidance is what will do that.

Ground

All that being said, things have moved at a slower pace in developing the ground as was hoped. There has been a lot go on but not in the form of the big-ticket items you would have seen previously such as the fencing and tea hut shelter. The Grounds Manager has been in the corners of the ground clearing away debris and smartening up where you wouldn't normally go and making sure that it is a safer space, along with general maintenance. That aside, most of his time has been spent finding ways to prevent parking along Humber Lane immediately outside the gate, (this remains an issue) or preventing large groups of people from accessing the ground without permission and damaging the pitches or equipment within. Despite numerous attempts to halt the unauthorised access including the use of anti-climb paint, it is still a regular occurrence. This is not ideal and repairing damage takes money away from other resources such as training tops and ground maintenance equipment. If you have teens that you think may be accessing the ground without authority, please tell them not to.



Some good news for the club regarding the ground, and this is also partly why there has been a reluctance to push too fast with the development. Last night I attended a Town Council meeting and it was voted and passed that, subject to legal negotiations, Tidworth Town FC will secure a 25-year lease of Humber Lane, including an additional 5.5 acres of land for its sole use. This now gives us security and the ability to apply for some high figure grants for development – watch this space! Through the efforts of the Secretary we have already secured a grant for £500 from the Club Preparation Fund for use on COVID-19 measures.

People

As the cycle keeps turning, the inevitable change of people that support and work hard for the club do too. This year we say farewell to:

Barry Hughes - Saturday Men's Team

Keith Sharlott - Tornados

Steve Raymond - Tornados

Michael Thomas - Tornados

Thomas Mills - Panthers

Mark Castle - Torpedoes

Pete Applegarth - Hawks

Jon Newbury – Bulldogs

Shaun Batley – Kit and Equipment Manager

We welcome to the club:

Gareth Sproston - U5 Apaches Manager – A welcomed return

Tammy Wood - U5 Apaches Coach

Narell Mills - U6 Jackals Coach

Stuart Evans - U7 Titans Coach

Stacey Nelson - U10 Hawks

There have been players come and go but we are in a good place with team numbers at the moment. There are teams of a certain age that have seemingly always, and will always struggle to recruit sufficient players, but young people of that age will do what they do. The club will always continue to look for whatever means possible to keep the teams going and facilitate football for those that want to play. Good luck to those that have left and a warm welcome to those that have joined the family.

The tireless efforts of some have been formally recognised this year and rightly so, this season saw:

Sue Lane: 'Jon Holman Achievement Award' for outstanding service to Testway Youth League.

Nathan Franks: 'Club Secretary of the Year' for Andover & District Sunday League.



Tournaments

With the abrupt ending to the season we were unable to host the planned tournaments on behalf of the league or even our own. That said, the finals of the Lion Plate and Cup are still to be played and we look forward to hosting that as and when it is required. Our tournament was a big loss to the club, it's a great opportunity for us to showcase how we do business and make some good financial profits; we will have to make sure next years is a good one.

Our presentation day also took place in the many different formats that it could but ultimately it took place and our players were recognised for their contributions and hard work – well done to all the individual award winners. This year the presentations were kindly paid for by Taunton School, a high-quality school offering day or boarding education for children that are aiming high. Thankyou for the support and we look forward to hosting you in person when we can.

We also have some victories in the Club:

Centurions won the Testway Youth U12 League, Division 1

Sunday Men's: Winners of Andover & District Sunday League, Division 1.

Finally, we have now started a goalkeeper specific training session that will target the much-missed training they require. With qualified goalkeeper coaches on hand, they will deliver weekly sessions to help improve the overall standard and quality of this key position.

On that positive note I will end. A successful year despite the end of season and a year that has put in place the motions to become bigger and better. There is plenty of work left to do but with your support it will be an easier journey. Keep supporting and challenging, we strive for betterment. Club Officers and staff, thank you.

Good luck in the 2020/21 season.

Wayne Thomson

Chairman

Tidworth Town Football Club



Overall Financial Summary 2019/20 Season

The Club spent £8,364.12 more than it received in income in the 2019/20 season. This is due to the impact of the Corona Virus on the subscription charges between March and May and due to loss of income from the Tea Hut. Funds held at 31st May 2020 totalled £17,504.89.

Registration and subscriptions totalled £29,335.00 in the 2019/20 season. Registrations and subscriptions are used to fund the running of the Club including kit and equipment purchases, winter training, and the upkeep of the facilities, insurance, referee fees, tournament entries as well as the training of volunteers.

At the end of the season £1,710 of player fees were outstanding, as of 31st July 2020 £1,105 of fees remain outstanding from the 2019/20 season and the Club has made the decisions that players in arrears will not be allowed to sign up for the 2020/21 season.

COVID IMPACT:

Due to Covid 19 the Club is anticipating a loss to income in the region of £17,000 during the 2020 calendar year spread both over the 2019/20 and 2020/21 seasons. The Club has recently been able to secure funding of £500 to help with Covid safety measures but there are no other means for the Club to protect itself from the loss of subscription income.

As of 31st July 2020, funds held are £18,453.87 and apart from outstanding fees no income is expected to flow into the club until October 2020. At the same time financial commitments are becoming due at the start of the season including winter training and pitch bookings in the region of £8,300. There will also be around £1,200 of referee fees due over the course of the season.

Current Loss Due to Covid

Lost Subscriptions March - August	- 15,705.00
Lost Tournament Income	- 1,000.00
Covid Safety Measures Cost	- 677.79
	<u>- 17,382.79</u>

Grant Funding Applied For

Football Foundation Club Preparation Fund Grant	500.00
	<u>500.00</u>

Upcoming Costs Autumn 2020

Winter Training Astro (Oct-Mar) - confirmed	7,103.85
Leisure Centre (Oct-Mar) - approximate	1,000.00
Collingbourne Pitches - approximate	180.00
Referee Fees (season) - approximate	1,200.00
	<u>9,483.85</u>



Tidworth Town Youth Football Club

Summary of Income and Expenditure for Financial Year ended 31st May 2020

Brought fwd balance 01/06/2019	26,219.01	
Income		Notes
Registration Fee	6,090.00	
Monthly Subscription	23,245.00	
Tea Hut	4,128.48	
Caution (Yellow/Red Card) - recharge	100.00	
Testway League	483.42	1
Entry Fees Received - TTFC Tournament	745.00	
Bank Interest	8.12	
Sundry Income	3,037.04	2
Wildcats Income	80.20	
	37,917.26	
Expenses		
Events	- 165.00	3
Tea Hut Stock	3,016.47	
Kit Purchase	9,254.42	
Equipment Purchase	3,421.90	
Line Paint Purchase	581.04	
Generator Fuel Purchase	76.04	
Generator Maintenance Cost	52.00	
Trophy Purchase	3,676.79	4
Hire of Pitches / Indoor training facilities	8,952.72	5
Ground Maintenance	6,242.48	
Venue Hire	2,019.20	6
Referee Fees	2,264.60	7
Tournament Entry Fees	200.00	
DBS checks	180.00	
Affiliation / League Registration	1,092.00	
Insurance & Website	51.16	
CPD - Coaching & First Aid Courses	2,420.00	
Wildcats	743.83	
Facilities Costs	1,059.36	8
Disciplinary - Yellow Card	10.00	
Disciplinary - Red Card	120.00	
Club Fines	453.30	
Sundry Expenses	306.91	



BACs charges	155.21
PayPal charges	56.68
Stripe charges	40.27
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	46,281.38
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Debtors on account	350.00
Carried fwd cash balance 31/05/20	17,504.89
Funds Held	
Main Bank	1,918.23
Savings	4,502.18
Futures Fund	11,022.55
Petty cash	53.52
Wildcats	8.41
	17,504.89

1. 2018/19 & 2019/20 season recharges to Testway Youth Football League for hosting of tournaments at Humber Lane
2. Includes TTFC Tournament takings, Level 1 income from external coaches, income transferred from Sunday Men's team
3. Refund received re 2018/19 Presentation Day - Generator Hire
4. 2018/19 Presentation Day & 2019 Tournament Trophies
5. Astro Pitch (£7459.20) and Leisure Centre Hire
6. Includes £1,323 Arcott Road for Sunday Men's & Venue Hire for Level 1 Course
7. Includes Summer Tournament Referee Fees £1,080
8. Toilet Servicing