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**Bantham Surf Life Saving Club**(Registered Charity Number 1036210) **Annual General Meeting, Annual Awards and Club Social 2017**

**Minutes**

The meeting was held at Thurlestone Village Hall, Thurlestone, Kingsbridge, Devon on Saturday 25th November 2017 at 5.30 pm

Members arrived to welcome drinks

Peter Miles the President of the club welcomed everyone to the meeting which started at 6.15pm

**1. To receive apologies for absence.**

There were apologies from Dave Grover who was abroad and Kate and Loic Doison

**2. To confirm the minutes of the meeting held on the 29th January 2017.**

It was confirmed that the minutes had been posted on website and sent out to members in accordance with the constitution
 **3. Matters arising from the last Annual General Meeting.**

There were no matters raised

Peter Miles – raised the point that had the committee signed off the 2016 accounts as they were not finished at the last AGM – the committee confirmed that they had being signed off the accounts off – this was further ratified by the membership present

Minutes were signed off by PM

**4. Officers Reports:**

**Chairman David Payne – Chairman then gave his report**

*Firstly he thanked Sue Durant for sorting out venues and enjoyed your welcome drink*

*Thanks to Mrs Payne for giving DP time to come to club.*

*Thank you everyone for attending today and giving up your time to be here.*

*What a year it’s been! It’s great to see so many of our members helping out and getting involved. Whether it be patrolling, training, competition, water safety cover the open day, cleaning up afterwards, whatever you’ve done to support the club this year I thank you. If it wasn’t for you and your commitment we wouldn’t be able to do any of our activities so thanks for rolling up your sleeves and getting involved. I also acknowledge the commitment it takes for you as parents to get your children to us on a Sunday and to make sure they have the right kit etc. so thanks to you for giving up your Sunday afternoons and bringing them along to training.*

*Last year, I spoke to you all about the need for us to have more volunteers to help us reach our patrolling commitments on the beach this season and the response to this call to arms was nothing short of incredible. Thanks to our returning volunteer lifeguards, and a new crop of volunteers we had more than enough cover for the season. Working alongside 2 paid guards, we were able to cover training, water safety and to train ourselves and keep our skills sharp for when they were required. Thanks to all of you who have got involved and particularly to our 16/17 year old members who have given up a lot of time too. Keep up the good work for the coming seasons and if you’re interested in helping us out on a Sunday in any way, then please talk to me or one of the committee.*

*On the subject of the committee, thanks to you all for your work behind the scenes. There is a lot that goes on and sometimes it’s hard to balance this with our busy lives, but we’ve had a great team this year and everyone has brought their own strengths to the team, so thanks again for your dedication and hard work. A few of us are moving on after this year so thanks Donna and Richard for all you’ve done in your time on the committee. Please keep in touch with the Club and Richard, best of luck to you and your family on your travels. Have a great adventure.*

*Finally, I have to say I’m very proud to represent you all as Chairman. I’ve had 2 years in the chair now, and I think we’ve made some steady progress as a club. When I first took on the role, I thought that I’d do my best at it until the person I thought should be doing it decided he was ready. Having spoken at length with Mr Grover about it, he has now agreed to stand as chairman. Dave has been involved with the club since the early days and spent 25 years as club captain. To me, he’s the obvious choice to be Chairman, so I hope you’ll be happy to vote him in as the person to best take this club forward. Thanks, and enjoy the rest of the evening.*

**Captain - Loic Doison was not present and so RG read out a report**

*I apologise for not being with you as I have to retake my French first aid qualification unfortunately
today.*

*It has been a challenging pleasure to organise patrols and water safety events this year and I am
pleased to see the team keeps growing with with young and older members.*

***SUNDAY PATROLS***

*As in previous years, the club volunteers have been signed off as RNLI volunteers in order
to be able to join the Sunday patrols. We had a total of 13 members alongside 2 paid RNLI
lifeguards to look after Bantham beach and water users.*

*The qualifications required were the RNLI induction and casualty care (RNLI first aid) as a minimum and the SLSGB lifeguard qualification to be able to perform some rescue if necessary.*

*The club supported the RNLI for 9 Sundays during July and august with an average of 5 volunteers
(lifeguards and helpers) per patrol.*

*Overall the season has been quieter than last year due to not as good weather, smaller surf and less people in general on the beach.*

 *We dealt with 1 person who had to be taken to hospital, 21 minor injuries (weaver fish, small cuts,…) and we assisted 5 people in the water. As well we did nearly 2500 preventative actions (informing of dangers, public announcements, signs and flags on the beach, water patrols, …) to keep people safe while they were enjoying the beach and the sea.*

***WATER SAFETY EVENTS***

*These events are important for us in terms of fundraising as well as giving experience to
newly qualified members (surf and beach lifeguards, rescue board paddlers) and provide advertisement for the club within the community.*

 *The club as been involved in 6 open water swimming events this summer club and a great way to raise money for the club.*

*Around the Island with Swim Trek: 5 events involving 2 IRB qualified members and 2 board paddlers where we were looking after 8 to 12 people with some very good swimmers and some barely experienced ones under nice and rough conditions which made the events quite interesting. The last 2 events were cancelled due to big surf and strong winds.*

*Pub to Pub swim: around 100 swimmers participated this year with nice conditions. It required 12 of us to keep them safe on the IRB and rescue boards.*

*We helped the RNLI with providing equipment for the Salcombe Swim and in return they offered us to deep clean and store the IRB and engines in their new support centre.*

*For next year, we will look at being part of 9 patrols with the RNLI, 6 to 8 events including Swim Trek, Pub2Pub with 150 to 200 swimmers and may be a few more events such as Tribal Clash and the Swim around the Island with Chestnut Appeal (prostate cancer fundraising event)

To achieve these, we need more qualified volunteers as board and tube rescuers and I would like
to increase the number of qualified people for the use of the IRB, so anybody interested, please
get in touch with Dave for patrols and water safety and with me for training.*

**Hon. Secretary  - Richard Gowers**

*I have been in the roles for 3 years and am pleased to report that great progress has been made throughout the club*

***Committee meetings***

*The committee has met approx every other month in 2017 – we have had 6 committee meetings in total*

***Membership***

*Membership numbers have increased by 14 this year helped by the Youth and more Seniors. Nippers has seen a slight drop. Thanks to Jo Lawrence who administrated the membership*

|  |  |
| --- | --- |
| *Nipper* | *43* |
| *Youth* | *67* |
| *Senior* | *67* |
|  | *163* |

***Building***

*The start of the season saw the club been completed by Susan Churcher and a few volunteers – so it was completely redecorated – many thanks to Susan for an excellent job and anyone who helped out.*

*Also fixed was the downpipe, hinges to doors, and rails on balconies*

*It is predicted that the Garage doors and Solar Panels will need replacing / updating soon – any experts in the room?*

*The keys were also changed and now have a security lock.*

***Website, Social media and Newsletters***

*The website has been updated regularly and we have managed to get out 3 newsletters*

*The Facebook page has been used regularly and all committee now have access to post*

***Events***

*Open Day beginning of August thanks to Sue Durant for organising and all her helpers*

*Club Champs in September was a great success with kind weather thanks for all that helped out*

*The club has also supported with various events with rescue services*

*All these events bought in significant funds to the club.*

*Many thanks to all that have helped out during the year, committee , coaches and parents*

*I am standing down after 3 years as we are off aboard till March – I have enjoyed my time at the club and happy to help out going forward once we return thanks to all the committee I have worked with*

**Gear Stewards report – Dave Grover was absent so David Payne read out his report**

*The Club equipment is generally in good order.
Due to wear and tear and an increase in members particularly in the juniors
We will be purchasing more rescue boards for next season
Equipment is expensive to replace , a new rescue board is about £1000 .
Thanks to all members who have respected and looked after the kit which makes my job easier. A big thank you to loic who has already cleaned and stored the Club IRB with its engines.*

There was no Coxswain report as no one was standing in 2017

**5. Hon.Treasurer’s Report**

AM went through the accounts in detail , the accounts have changed from to a receipts and payments basis – as below

Bantham Surf Life Saving Club

Unaudited Financial Statements

For the year ended

30th September 2017

Registered Charity 1036210

Bantham Surf Life Saving Club

Approval Statement

We approve these accounts which comprise the Receipts and Payments Account, Statement of Assets and Liabilities and related notes. We acknowledge our responsibility for the accounts, including the appropriateness of the accounting basis as set out in note 1 and for providing all the information and explanations necessary for their completion.

Signed by one or two trustees on behalf of all the trustees

Signature Print Name Date of Approval

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Bantham Surf Life Saving Club

Receipts and Payments Account

For the year ended 30th September 2017

 2017 2016

incoming resources

**Incoming resources for generated funds**

Activities for Generating Funds 9,901.15 23,228

Investment income 23.57 96

**Incoming resources for charitable activities**

Charitable activities 12,817.96 9,688

**Total incoming resources 22,742.68 33,012**

resources expended

**Costs of generating funds**

Fundraising, trading: cost of goods sold and other costs 925.86

**Charitable activities**

Charitable activities 16,714.93 15,285

Governance costs 0.00 1,139

**Total resources expended 17,640.79 16,424**

net of receipts/(payments) 5,101.89 16,588

reconciliation of funds

Cash funds brought forward 41,916.58 33,266

cash funds carried forward 47,018.47 41,917

Bantham Surf Life Saving Club

Statement of Assets and Liabilities at the end of the period

As at 30th September 2017

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Catagories | Details | **Unrestricted funds** | **Restricted funds** | **Endowment funds** |
|  |  | **To nearest £** | **To nearest £** | **To nearest £** |
| Cash Funds | NatWest Account | 27,790.90 |  |  |
|  | Barclays Account | 19,227.57 |  |  |
|  | Total cash funds | 47,018.47 |  |  |
|  | Agree balances with receipts and payments accounts | OK | OK | OK |
|  |  |  |  |  |
|  |  |

|  |
| --- |
| **Unrestricted funds** |
| **To nearest £** |

 |

|  |
| --- |
| **Restricted funds** |
| **To nearest £** |

 |

|  |
| --- |
| **Endowment funds** |
| **To nearest £** |

 |
| Other monetary Assets | Clothing stock | 473.00 |  |  |
|  |  |  |  |  |
|  |  | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| Investment assets |  |  |  |  |
|  |  | Fund to which asset belongs | Cost (optional)Purchased 2016/2017 | Current value (optional) |
| Assets retained for the  | Clubhouse and fittings |  |  |  |
| charities own use | IRB and engine |  |  |  |
|  | Surf rescue boards |  |  |  |
|  | Junior boards |  |  |  |
|  | Nipper boards |  |  |  |
|  | Rescue tubes |  |  |  |
|  | Training rash vests |  |  |  |
|  | Tables and Chairs |  |  |  |
|  | Resus manikins |  |  |  |
|  | Gas BBQ |  |  |  |
|  | Generator and lead |  | 380.05 |  |
|  |  | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| Liabilities |  |  |  |  |

Bantham Surf Life Saving Club

Statement of Assets and Liabilities at the end of the period

As at 30th September 2017

1. Accounting basis

The accounts have been compiled on a Receipts and Payments basis that enables profits to be calculated in accordance with Uk Generally Accepted Accounting Practice and the standards required by the Charities Commission under section 133 of the Charities Act 2011.

2. Statement of Financial Activities

 2017 2016

 £ £

 Activities for generating funds

Events 3,125.95

Clothing 304.00

 Fundraising 537.06 18,225

 RNLI 5934.14 5,003

 9,901.15 23,228

 Investment income

 Interest received 23.57 96

 23.57 96

 Incoming resources from charitable activities

 Training 3,702.50

Membership 9,115.46 9,688

 12,817.96 9,688

 Fundraising Trading: costs of goods sold and

 other costs

 Opening stock 0

Purchases 925.86

Closing stock (at sale value) 452.64

 473.00

 Charitable activities

 Membership insurance (SLSGB) 4,640.00 2,367

 Insurance 2,719.37 2,888

 Clubhouse Maintenance/Utilities 5,763.98 5,073

 Training 1,654.94 2,846

 Events 953.75

 Purchases 380.05 6,362

 IRB 602.94 249

 16,714.93 15,285

 Governance costs

 Committee expenses 0 1,139

 0 1,139

**Fixed** **Depreciation of Club House**

**Asset** ***Cost***

Brought forward 30th September 2016 305,419

Additions

Carried forward 30th September 2017 305,419

***Depreciation***

Brought forward at 1st October 2016 42,911

Charge for year 3,085

 Net book value as at 30th September 2016 259,423

Reserve’s policy – The Committee agreed that the funds in the Barclays bank £19,227.57 form the charities reserves.

AM thanked JL for helping with some understanding on accounts

The members all approved accounts – unanimous

**6. Election of Officers and Submissions**

President – re-elected Peter Miles – Proposer Neil Minty Seconded Sarah Pearson

The following were elected apart from Ellie who did not have a seconder – PM did say she could be co-opted at the next committee meeting if so wished

|  |  |  |  |
| --- | --- | --- | --- |
| *Position:* | *Nominee:* | *Proposed by:* | *Seconded by:* |
|  |  |  |  |
| **Chairman** | *Dave Grover* | *David Payne* | *Neil Minty* |
| **Captain** | *Dave Payne**David Payne* | *Dave Grover**Dave Grover* | *Neil Minty* |
| **Vice Captain** | *Neil Minty**Neil Minty* | *Dave Grover**Dave Grover* | *Dave Payne* |
| **Hon. Secretary** | *Kelly Fraud**Kelly Fradd* | *Dave Payne**David Payne* | *Dave Grover* |
| **Hon. Treasurer** | *Anthea McCoy**Anthea McCoy* | *Dave Payne**David Payne* | *Dave Grover* |
| **Gear Steward** |  |  |  |
| **Coxswain** | *Loic Doison**Loic Doison* | *Dave Grover* *Dave Grover* | *Dave Payne* |
| **Committee (1)** | *Jo Lawrence**Jo Lawrence* | *Dave Grover*  | *Dave Payne*  |
| **Committee (2)** | *Ross Porter* *Ross Porter* | *Dave Payne* | *Richard Gowers* |
| **Committee (3)** | *Ellie Payne* *Ellie Payne* | *Dave Payne* |  |

RG raised a submission that changing the legal framework of the club should be a priority in 2018 and all agreed this should be a priority

**Training report**

Neil Minty delivered

*It’s been another successful and satisfying year of training across both the Nipper and Youth Groups. We currently have a team of*

* *2 qualified Trainer Assessors with a further Assessor due to qualify imminently. This will give us the flexibility to run more courses in-house and to a higher level of qualification.*
* *6 Level 2 coaches who are primarily responsible for setting producing session and training plans to ensure we deliver the competencies required across both Nipper and Youth Awards.*
* *7 Level 1 coaches who ensure that a consistently high level of coaching and training is delivered to the kids on a weekly basis.*
* *5 Parent Helpers without whom we couldn’t deliver all of the above whilst maintaining a Club environment that supports training and the RNLI employees who share the facilities.*

*All of this enabled us to deliver quality coaching and development to 54 Nippers and 40 Youth members in the ’17 season.*

*Our Nippers continue to progress successfully through the Nipper Awards and in fact our entire Nipper Level 4 Group will be moving into the Youth Programme for the ’18 season showing clear progression and consistent standards of performance and coaching.*

*From our Youth Group, we’ve produced another 7 qualified Surf Lifeguards, a further 2 who have completed their training and will take their exam when they turn 16 next year as well as one Senior who will hopefully join the Patrolling Team next season. Also, an additional 13 from our Youth Group successfully completed their Board Paddler and Tube Rescue Awards.*

*We currently have a Waiting List of approximately 20 potential members that are able to commit to training and can complete the relevant swim test. We'll review our availability to offer spaces to the waiting list once memberships have been renewed in December.*

*As a team of Coaches and Trainers we’ve identified the following priorities for the ’18 Season:*

*We would like to ensure that our kids are able and available to attend as many sessions as possible and as such are proposing that we change the dates of the season so that we train through May, June and July. This also gives us the potential for an additional 4/5 optional weeks in September if required.*

*The success of the Club does put additional pressure on its resources. Specifically, the Club needs additional kit to ensure we can continue to provide the high level of coaching we aspire to deliver. Ensuring we can provide sufficient and appropriate Boards for our kids to use is essential given the emphasis we place on this core skill set. We’re currently looking at a number of different funding options so that we can expand the kit available to the Club.*

*We as Coaches are also always challenging ourselves on the training we deliver and the emphasis we place on different aspects of Surf Life Saving. Historically Bantham Surf Life Saving Club has not focused specifically on the sport elements of Surf Life Saving at a Nipper or Youth level although the Club has had some success in IRB competitions. This has meant that we have had only limited exposure to competing both locally and Nationally. This has had a number of impacts in that it has led to us as a Club becoming somewhat isolated from the wider Surf Life Saving Community. It has also meant that those children interested in competing have had limited opportunities. Finally, it has also meant that we haven’t benefitted from being part of a wider coaching community in terms of sharing experiences and ideas. This is something that we would like to address but will be looking to our members to understand whether there is an appetite from the kids to build the competition elements of our programme.*

*We would also like to reinvigorate the Seniors Training that we offer for members. We’re conscious that coaching revolves around the kids, and perhaps rightly so, but there are a lot of families that hold Membership where parents are receiving limited benefit. We would like to look at how we can address this if it’s felt there is a need.*

*These are our priorities as a coaching team.*

*Unfortunately, we do have some very experienced and extremely valued members of the coaching team either stepping down or taking a reduced role for the ’18 season.*

*Sarah Pearson has been coaching Nippers and Youth for over 10 years. As a Triathlete that has competed in the British Championships, a Vocational Therapist and Psychologist working with military personnel injured during service and Personal Trainer, I think Sarah will be the first to admit that coaching Nipper Level 2 has been her greatest challenge. Throughout her decade of commitment to Bantham Service Life Saving Club, Sarah has brought a passion, humour and professionalism to the Club that only someone with her set of skills could deliver. The level of achievement that Sarah has experienced in her own sport career is clearly reflected in the standards she sets herself and her team for the coaching of the kids. She’ll be missed massively by The Club and I believe we have something to say thank you for her years of commitment.*

*It’s only through the efforts of coaches like Sarah and the broader coaching team that enables us to provide the consistently high level of coaching to our kids. We always need more help and also to fill the funnel of qualified coaches and lifeguards. If you’re interested in getting more involved then please speak with any of the committee or the coaching team.*

*That concludes the Trainers Report and the team would welcome any questions or comments.*

Kelly Frad on behalf of the Training team gave Jo Lawrence a thanks for running many training sessions which further qualified the training Team

JL made a speech and thanked all concerned

PM mentioned about the importance of comps and said how good it was for the club and should be encouraged

PM thanks to everyone for coming

The meeting ended at 7pm