



# Annual General Meeting

## Monday 29<sup>th</sup> October 2018

### Southgate Hockey Centre

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#### 1. Apologies for absence

Jill Atkins; Barbara Edlin; Nick Butcher; Beverly Coyle; Viona Dimmock; Alan Collingbourne; Neil Kimberly; Sally Minks; Pater Amoils  
Minutes of AGM held 30<sup>th</sup> October 2017 approved

#### 2. Minutes of the AGM held on 30<sup>th</sup> October 2017

Minutes agreed

#### 3. Matters arising

N/A

#### 4. Honorary Chair's Report

**My Situation** – I love being Chairman of this fantastic Club and I love doing what I do. Last year I said at this point I would stand down having spent 4 years as Chairman. I did this for 2 reasons – I thought the Club might benefit from some new blood as Chairman and I was doing so much I was not doing the job I wanted. In the absence of new blood and some changes for next year I am very happy to carry on. I am excited about the proposed new committee for next year and one other development. I have been discussing how we move forward with Brian Bowie and he has offered to help, not necessarily by taking over tasks but working with me to spread the workload. This will hopefully make me more efficient and make the Chairman's role less daunting for future replacements. More of Brian's role when we consider Constitution changes later.

**Committee** – this year's committee has been very hardworking and I, along with the whole Club, are very grateful for all their time and efforts. It is to their credit that, with the exception of yours truly, they have very demanding careers and can still find the time to work very hard for the Club. A number of committee members are standing down and will be missed. We already have replacements proposed to replace them and we have been able to have those replacements shadowing for a while which will give us a flying start going into the new year.

**Jan Bowman and Junior Section** – Jan Bowman stood down as the leader of the Junior Section during the year after 18 years. She did a fantastic job working tirelessly on all aspects and making it very successful and the envy of all other Clubs. Jan has now gone on to be the driving force behind the Met League and with the support of James Joy and Charlie Bruce puts Trent Park at the heart of one of the top cross country leagues in the country. The Juniors are moving forward with a much more team approach to leading the Section and that team led by Peter Ley are making an impact and will lead us to further success.

**Running Activity** – We have had a brilliant year on the competitive side of things with league success never seen before. Adam Bowman will give you all the details later. My thanks go to Adam for everything he has done. I would also like to thank the team managers for the work they have done in the various leagues and Championship races. The women made a significant contribution to this success and I would like to thank Melissa O'Hare and Jessica Prior for their work as joint ladies captains and now Zoe Redondo who has taken over that role. Kath Sinnott and the rest of her team have worked brilliantly to develop the Transformers into serious runners who love their sport and this Club. They integrated the 2018 Beginners into their group. Another great group of Beginners guided by Trevor Jex, Chris Prescott, Miranda Bowie and others.

**Volunteering** – There has been the usual call on members to volunteer for various events and largely the response has been good but still very late. Please commit earlier. The biggest call for volunteers was again Triffic Trail which takes over 100 volunteers. Thanks to Chris Prescott for again managing the volunteer recruitment. Thank you to all our volunteers. If you haven't yet volunteered please do so. I guarantee you'll enjoy it.

**Berkeley Homes** – the Berkeley Homes development is progressing. We are dependent on Berkeley Homes for the availability of the new overflow car park. It is running very late and we hope it will be ready for races in 4 or 5 weeks time. We are talking to them regarding the state of the concrete road.

**Southgate Hockey Centre** – The payment to Southgate Hockey Centre was £25990. The Hockey Centre have indicated they wish to review this for next year. We will be fighting hard for no increase. Generally relationship is reasonable.

**Club Website** – I seem to have referred to the 'new' website every year since I became Chairman. We have a new website which is being used for a number of our activities – membership, handicap, training but is still not fully operational. It is critical to our communications both internally and externally. James Joy, who has put the website together, hopefully will be picking up the Communications portfolio to drive the content. I take personal responsibility for it not being brought up to the level where we can go fully live with it.

**Membership** – The introduction of GDPR, a move of website and a need to update our contact details has driven the need for a new membership system. James Joy created this so that members had to complete an on-line registration giving their confirmation re our holding of data and communications. This change created an incredible amount of work in reconciling records and payments. Next year will be different.

**Handicap** – Although it was announced before last year's AGM Pete Lambert had his final Handicap in November with a record turnout for his send off. James Joy has done a sterling job in picking up from the master. His new arrangements have worked very well. James will report in detail. Geoff Harris is standing down as volunteer coordinator, another great servant, and will be replaced by Matt Burn. Good luck Matt, tough act to follow.

**Triffic Trail** – Another great success predominantly due to the hard work of Alan Collingbourne. I am delighted to say Alan will again be Race Director in 2019. Alan has sent a report: 'Triffic Trail 2018: We had 587 paying entrants and 483 race finishers this year. I would like to thank all our sponsors, club runners, team leaders and volunteers for making the event such a huge success. Instant feedback received was again very positive. Despite some rising costs we did manage to keep all our previous sponsors, add two new ones and make a very healthy profit of £4143.99 for the club. From the profit the Committee has generously agreed to donate £500 each to The Nightingale CSC & Chickenshed and £450 to WRAS; our 3 nominated charities. Advanced planning is already underway for next year's run which is on Sunday 23rd June. This will be launched in early January. See you there!'

**Charity Donations** – A great credit to the Club is what we do to raise money for various charities. The biggest donations come from Triffic Trail but also Quiz Night, Cake Sales, Bread Pudding Club. Thank you all and don't forget cake sale at November Handicap in memory of Susanna Leung and ovarian cancer.

**Summary** – you've got me for a bit longer. You have my sympathy. I think we are in a very strong position competitively, general running, financially, socially and our place in the community. I am looking forward to working with the new committee in serving you and providing the best possible environment to enjoy your running and other activities. Thank you for your support.

## 5. Treasurer's report

Firstly, I would like to thank all committee members who have helped me in my duties over the last year. I would also like to thank all the Trent Park members who have paid for expenses personally for their patience in getting refunds. Lastly, I would like to thank the former member, Andy Andreou for helping in preparing the accounts.

Turning to the accounts for 17/18, and looking at the Balance Sheet, you will see the following:

- Cash at bank as at 31 March 2018 totalled £60,626, however please note that as at that date, there were accruals (i.e. liabilities incurred but not paid or cash received not relating to 17/18) which totalled £10,591.
- A truer reflection of the financial health of the club is reflected by the reserves which totalled £54,329, an increase of £8,584 from last year. This figure represents the surplus of the club in the year ended 31 March 2018.

Turning to the Profit & Loss accounts, you will see the following:

- The profit figure of £8,584 has been split as follows:
  - £4,546 relating to the senior
  - £4,037 relating to the juniors
  - The above is based on most of shared costs for seniors/juniors being allocated to seniors where there is no obvious rationale for apportionment
- The profit figure for the last year totalled £3,311, an increase of £5,273
- Broadly the main differences between this year and the previous to account for the increase are:
  - Increased subscription revenues of £4,581
  - A reduction in the deficit due to swimming activities of £1,131

- Increased level of purchases in Senior sports kit against income of £389
- No purchases of junior sports kit, a saving of £1,198 from last year
- Increase in URN costs of £562
  - Increased training costs of £1,626 due to 16/17 not suffering track costs
  - A reduction in the deficit suffered due to social events of £1,162
  - An increase in rent payments of £457

So, to summarise, club income continues to more than match its ongoing expenditure, and the club enjoys reserves of some £54,329 that acts as a buffer should there be exceptional expenditure in the future.

## 6. Membership Secretary's Report (given by Chair in Neil Kimberley's absence)

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Total number of members on Membership system

320

○

280 full senior members

○

15 Beginners

○

11 Social

○

14 Students

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There are 20 people on the list of prospective new members in various stages of joining. Obviously not all of those will actually join but it does indicate the strength of the Club.

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A figure of interest is that we have 240 members who have paid the full annual fee £110.

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There was one question regarding the comparison of these numbers with previous years, specifically last year and although specific numbers were not to hand it was felt that we are roughly at the same point as last year.

## 7. Club team manager's report

### 7.1 Sunday league

Senior women 1st Jessica Prior, 3rd Emma Rowley

Senior men 2nd Charlie, V50 Mike 1st, V60 Robert Pick 3rd, V70 Chas 1st

Women's B team 3rd

Men's A team 1st

Men's B team 1st

Men's Vet team 1st

Combined teams 1st

### 7.2 Met league

V45 men Scott 3rd

Senior women 3rd (just missed out on promotion to division 2)

Vet women 2nd in Division 3 so promoted to Division 2

Men 2nd in Division 2 so promoted to Division 1.

Vet men 5th in Division 1.

### 7.3 Chingford league

Men's A, B and vets all 2nd

Jessica 3rd senior woman

Vet men - Adam walker 2nd, Scott 3rd

Super vet Mike - 3rd

### 7.4 Club Championship

Senior Man Charlie Bruce

Senior Lady Jess Prior

Male Vet Adam Walker

Female Vet Dom Brazier

Male Supervet Mike Prior

Female Supervet Judy Prior

Male Ultravet Robert Pick

Female Ultravet Jill Atkins

## 7.5 Midweek league

Senior men 3rd Charlie  
V40 2nd Carl  
V50 Mike 1st  
V60 Robert Pick 2nd  
Men's A team 1st  
Men's A team 3rd  
Men's vet team 2nd (missed out on 1st by 'goal difference')  
Women's vets 3rd  
Combined overall 1st  
Combined vets 2nd

## 8. Coaching Co-ordinator's report

Earlier this year Ed Simmons stood down as Coaching Co-ordinator. On behalf of the club I would like to thank Ed for his contribution to the development of the club, especially in support of the very successful Coaching sessions organised as part of England Athletics "Club run". These sessions showed that we can organise large group sessions for all abilities and support everyone in their running development.

The club has a healthy number of volunteers who regularly lead runs throughout the week. Many thanks to everyone who commit time to prepare sessions and provide the enthusiasm to lead runs for varying abilities. There is a training plan now available for the winter cross country season, focussing on providing aerobic and speed endurance. It is a guide and adaptable to suit a wide range of abilities. This can be found on the club website.

Tuesdays - We are regularly seeing over 40 runners at the QE2 Athletics Track, following the summer and winter training plans. Through the winter the track provides a safe, floodlit environment. If you have never run on the track before please do not be afraid to give it a go. There is also room for more people to lead the warm-up and help pace groups at all levels. Please let me know if you would like to know more about this.

Thursdays – This has become the most popular day/evening for club runs, with a regular group of leaders providing a wide variety of paced runs. There are some very large groups going out together, which is a sign of the popularity of the leaders. The size of the groups can present some difficulties in managing a group safely and so efforts will be made to try and develop more leaders to support the growing number of runners.

Saturdays – The number of runners attending Saturday morning sessions has increased over the past 12 months. The leaders provide a variety of sessions that utilise the natural terrain of the Park fully. However, there are opportunities to publicise the sessions earlier and spread the groups around the park. The "Club Run's" organised by Ed are being repeated and we hope that you will join in these again.

In the past 12 months tailored plans have been provided for club members attempting a variety of runs from 5km to a Full marathon. If you would like to discuss individual plans further there are members of the club that can assist further. Please let me know if you are interested.

Over the next 12 months I would like to focus on 3 priorities:

1. Increasing the number of leaders
2. Improving the co-ordination of leaders for the 3 publicised training days per week
3. Providing varied running opportunities for runners of all abilities to enjoy their training fully

## 9. Handicap report

With Pete's departure at the end of last season, I had some big boots to fill.

I have made a number of changes to the systems. Some of these were for regulation changes, others were to improve the speed and accuracy of the results system.

Firstly, we introduced an online registration system to cover a couple of issues. Firstly, to ensure we have emergency contact information, secondly to ensure we had consent to store data from both members and guest and lastly to ensure we have correct information (age, gender, etc) and contact details about each runner.

Currently, we have 237 runners registered in the system. 193 members and 44 guests.

As part of the registration process, we gave people the option of resetting their handicap time and running as a scratch runner, as a number of these were set several years ago and may no longer be obtainable. This option seems to have gone down well as 62 people elected to take this option (26%).

Secondly, I wrote a new system for storing this data and processing the results. The system that was being used was over 20 years old, and whilst it worked would have been very difficult to enhance and update.

The new system allowed us to use barcode scanners and downloadable stopwatches to speed up the results process as finish times and finishing positions are downloaded from these and imported into the new system saving a large amount of time keying these in by hand.

Therefore, results can now be produced within minutes. The slowest part of the process is my over cautiousness checking that the data from the stopwatch and barcode scanner are accurate before importing and running the processes to produce the results.

Once the results have been produced and announced at the club. These are then published online and emailed to the competitors later that day.

With the updated information and improved systems, we have been able to supply runners with additional information, so we now include gender and age group positions as well as an age graded time. All of which seems to have been well received.

With one race left in the series we have had 138 people take part in one or more races with 3 running all races so far. We have an average attendance of 58 people per race.

I would like to thank the small army of volunteers that turn out every month to do everything from setting up the course to clearing it down. Which enables me to just concentrate on starting the race and processing the results. In particular, I would like to thank Geoff Harris who has been mobilising this army for a number of years now but has decided to step down at the end of the season. Without his input and help I am sure there would have been a lot more bumps in the road with the changeover than there has been.

#### **10. Triathlon Section Representative's report**

The triathlon sub-committee has continued for this year with Anthony Plewes, Martin Cullen and Pete Hughes working together to try to encourage more participation in triathlon within the club. We have been doing this to 'spread the load' and get more input into the organisation of the triathlon section. We believe this is working well and we will continue to follow this method for the next year.

Highlights for the year:

hosted Lee Valley VeloPark Trent Park Mince Pie's Revenge - this was a big success and we will host the same race again next year

Bike maintenance course was run early in the year and was well attended

we had a decent club turnout for early season races - HSV Hatfield, Stanborough Lakes and Dambuster

Saturday morning swim training continues. Monday night swimming has continued and been successful and is still expanding

Open water swimming has been popular at Blue Lagoon on Saturday mornings with regular turnout from May until end of

October. Numbers have been up on previous years.

cycling on Sunday is still well supported.

Lowpoints:

turnout of club members for triathlon races has been sporadic

Club relays were not possible this year due to lack of numbers interested

Club aquathlon was not run this year due to lack of someone to run the event

Plans for next year:

existing training sessions will continue as before

we will still continue to advise on club friendly races. We already have a half Ironman race that has a decent amount of club members already entered and we hope to include some new races for next year

further coached sessions can be arranged but will only be done if there is a demand and commitment from a significant number of people

The sub-committee will continue with the same people but Anthony Plewes will take over the role as the primary Triathlon Representative for the club.

#### **11. Junior Section Report**

The last 12 months have been fairly eventful for the Junior section, but I am pleased to report that overall the section is in good health and is emerging from a turbulent period as a stronger and more focused component of the Club.

Since the last AGM we have unfortunately and for differing reasons, lost the good services of coaches Ed Simmons and Matty Berger and on behalf of the juniors, the parents and the Club as a whole, I would like to thank them both for their hard work and commitment to the junior section.

In the summer we also found ourselves losing the considerable services of Jan Bowman as coach and administrator. Jan first joined me soon after I formed the junior running section and was instrumental in its rapid development and its progress over the last 17 years.

As an administrator Jan was a force of nature turning many bright ideas into a reality and committed a colossal amount of her time to the junior training and team managing over a significant period. She will of course be greatly missed.

We are fortunate to have an albeit small but dedicated and committed team of coaches who have stepped up to the challenges this year and with the continued support of the Club as a whole, we believe the future remains bright for the Junior Section.

This year we have re-grouped the junior athletes to align with their racing age groups (U/11, U/13, U/15, U/17). This means a smaller number of larger groups but with greater synergy amongst the groups. For the most part, two coaches take ownership of each age group.

The Junior training week currently works as follows;

Fiona Hathaway & Gavin Douglas take responsibility for Thursday night training runs.

Saturday morning sessions are covered by a team comprising seven coaches;

Phillip Ley

Fiona Hathaway

Andrew Dench

Tom Gort

Paul Hart

Alison Ball

And myself.

The Tuesday track sessions are led by me.

We continue to offer opportunities for running for fitness as a habit and opportunities for competition. The juniors compete in the North West London XC League, the Metropolitan XC League, various local fun runs in which they are reliably successful and are very supportive of the Junior Triffic Trail and Club Mile.

Additionally, we offer opportunities for track and field competition in the Middlesex Young Athletes League.

I would like to share some of the Junior success stories of the 2017/18 XC season; An outline of the successes through the season was provided.

Junior membership is now capped at our limit of 140 members. With attendance on Saturdays at around 60% training group numbers are at their absolute limit.

Our team of coaches give up their time without reward except for the knowledge of the difference they make to the lives of our young runners. I would like to thank all these coaches for their work, time and dedication for the junior section and would be very happy to hear from any new volunteers prepared to make a regular commitment and who wish to play a part in the continuing success of the section.

## 12. **Communication Officer's report**

James Harden reported that he had enjoyed, over the past year, supporting the Club's Communication Activities, and acknowledged the tremendous contributions of all who helped to make the Club work so effectively. He noted that he had used Twitter, Facebook and Instagram to publicise the Club to a wider audience and to reach out to its own members, particularly at key times, such as in the days preceding a significant event. He highlighted the Triffic Trail as a particular success and reflected on the great job that had been done by Alan Collingborne in his capacity as Race Director. Finally, James wished the new incumbent to the post, James Joy, the very best of luck.

## 13. **Social Secretary's report**

Myself and the Transformers took over responsibility for social events from the very capable hands of John Rose at the beginning of 2018. A provisional date of 10th February for an event at Enfield Golf Club was already in the diary and it was decided, following the success of the Bollywood and Motown themed nights, to embark upon an Irish Ceili night. With 94 people in attendance, it resulted in a fun night with a packed dance floor for a steep and exhausting learning curve. The traditional Irish band were anticipating a "fit" crowd but even they were astonished at the level of engagement and enthusiasm of everyone.

Interest had been mooted for a summer event so we planned a BBQ, held here at the Hockey Club during a glorious summer. Due to an unfortunate and somewhat embarrassing incident, I did not actually make the BBQ but arrived in time to watch the

fun and games down on the field, wonderfully organised by Paul Hart. We sold 70 tickets and the feedback was all very positive regarding the food and activities.

We have also just held our annual Dinner Dance, again at Enfield Golf Club. The ticket sales were disappointing compared to last year – 62 attended in total. The date seemed to clash with several events around the same time but it is difficult to know if this was what had an impact on ticket sales. It meant the event had to be scaled down a little but the feedback from those who were there has been very good. The food was lovely, everyone looked gorgeous out of lycra and the dancefloor was busy – the band messaged me after to say that they really enjoyed performing for such a nice crowd.

This week we are holding the Halloween run with the opportunity to enjoy pizza and socialise afterwards here at the Hockey Club.

Finally, we will round off the year with the Christmas party which is planned for Thursday 20th December. Once again, it will be an opportunity to dress up and get together before the festive season really kicks in. The plan, as previously, is to bring along savoury and sweet dishes and details will be out soon.

As a team, we are now discussing ideas for next year and we have a couple of dates lined up already. We have also received some suggestions for some daytime activities such as Go Ape and white water rafting so we will be gauging interest through the year.

I would like to say a big thank you to my lovely band of Transformer colleagues who always step up with help, support and general merriment to make sure the events go with a bang.

I would also like to thank everyone who has attended the events and helped to make them such a fun part of the club's activities.

#### 14. Presentations

The Ralph Martin Trophy was to be given to Adrian Marlow  
The Pig was awarded to David Birks

Presentations were also made to Stephen Clayton, and other members of the committee that have stood down.

#### 15. Election of Officers

The following nominations for Committee positions were uncontested, a block vote was taken and the Officers were duly elected

Chairman	Chas Taylor
Honorary Secretary	Robert Pick
Honorary Treasurer	Jason Maloney
Membership Secretary	Christine Hawker
Club Team Manager	Adam Bowman
Junior Section Representative	Phil Ley
Communications Manager	James Joy
Triathlon Representative	Anthony Plewes
Social Secretary	Kathleen Sinnott
Coaching Co-ordinator	Paul Ward

#### 16. Motions: Changes to the constitution

##### 16.1 The committee has submitted the following proposal:

That the club constitution be amended (changed underlined in red) to allow for up to two general committee members to be co-opted as members of the committee. Section 5 Management would read:

##### 5) MANAGEMENT

The management of the Club is vested in a Committee consisting of Honorary Chair, Honorary Secretary, Honorary Treasurer, Membership Secretary, Social Secretary, Coaching Co-ordinator, Communications Officer, Club Team Manager, Triathlon Section Representative and Junior Section Representative, all of who are to be elected annually and up to two general committee members who will be co-opted by the committee as required.

The motion was overwhelmingly accepted.

##### 16.2 Peter Lambert submitted the following proposal: That a new category of member be available "Swimming Member"

We would like to encourage more swimmers to join us at our Saturday morning sessions but the main barrier is that people must be full members of the club even if they do not run or use the facilities at the hockey centre.

An additional category of membership to be added to the list in the Constitution as:

6. Swimming Member. To qualify as a Swimming Member, the member must:

- (a) Regularly take part in swimming sessions organised by the Club;
- (b) Agree to pay the swimming membership fee for the full year irrespective of the date of starting or renewing their swimming membership;
- (c) Agree not to use any Club facilities (other than Club swimming activities) or join any Club running groups whilst a swimming Member.

The initial annual fee for a swimming member would be £50.

This motion was overwhelmingly accepted.

16.3 Jane Moss has submitted the following proposal:

If someone has received a TP club London Marathon place for the last year they should not be allowed to enter the club ballot the following year. This will give more people a chance and avoids someone getting a place 2 years running

**This motion was overwhelmingly accepted.**

**17. Any other business**

**None**

**18. Meeting closed at 21:00**