

## 69TH ANNUAL GENERAL MEETING

<b>DATE:</b>	<b>24/11/2023</b>	<b>START TIME:</b>	<b>19.30hrs</b>
<b>LOCATION:</b>	<b>SANDWELL AQUATIC CENTRE, Londonderry Ln, Smethwick, B67 7EW</b>		
<b>AGENDA</b>			
<b>1</b>	<b>IN ATTENDANCE:</b>	C. Gordon (CG), D. Cooper (DC), S. Dix (SD), I. McKnight (IM), J. Farrell (JF), G. Venter(GV), C. Griffiths(CGr), A. Hemming(AH), M. Clive(MC), P. Cooke, D. Clift(DCl), R. Edmondson, C. Harper, L. Harper(LH), J. Powell, Ru. Dodds (RD), Ro. Dodds, L. Davies	
<b>2</b>	<b>APOLOGIES:</b>	P. Laverick (PL), P. Flanagan, O. Flanagan, K. Green, K. Scott-Clegg, R. Scott-Clegg, R. Vaughan, N. Bate, H. Asad, J. Sawyer, R. Garung, D. Field, Q. Mahmood, L. Derrick, S. Derrick, J. Pemberton, S. Pemberton, D. Pemberton, S. Clift	
<b>3</b>	<b>WELCOME:</b>	Meeting brought to order by CG, standing as AGM Chair in the absence of PL, at 19.39hrs. Previous minutes from 2022 AGM agreed and signed off by PD/IM.	
	<b>CHAIRPERSON REPORT: Prepared by PL</b>		
	First I would like to apologise for not being able to attend, thank you to all who are at the AGM this evening. As you are aware the club has struggled financially in recent years, to a point where this year would be quite decisive (make or break)...Good news..we have turned a corner this year and we forecast continued growth.		
	<b>Identifying where improvements can be made and have been made</b>		
	Outgoing costs are greater than income: <a href="#">to addresss this we increased the number of reservoir sessions and reviewed insurance.</a>		
	Low engagement in sessions and trips: <a href="#">last year we averaged 7 members per session, this year the average is 15. Members have attended 16 club trips</a>		
	Low membership numbers: <a href="#">Last year we had 37 members, this has grown to 49</a>		
<b>4</b>	Marketing the club: <a href="#">we have ran google ads, facebook ads and produced flyers. A new website has been created with an emphasis on being user friendly.</a>		
	Understanding cash flow and forecasting: <a href="#">improvements have been made in this area with how payments and invoices are recorded. Membership dates being brought in line with each other helps our forecasting.</a>		
	Implementing a coaching strategy: <a href="#">coaching pathway has been put in place with a linear tracker for paddlers to record their development</a>		
	Low funding and sponsorship opportunities: <a href="#">several grants have been applied for this year, which IM will go into in more depth. Ideas from all members are welcome on how to access funding.</a>		
	At the last AGM it was voted on that the club will become CASC registered, this is one for the coming year. With DC and IM named on our bank account and priority items addressed this application can be submitted in the coming months.		
	It's fantastic that the club has its winter home here at the new Aquatic centre, I'm sure you will agree its a nicer facility than Thimblemill. The pool has honoured the pricing rates from Thimblemill for one year then fees will be reviewed. Affordability of this venue goes hand in hand with member participation, so please attend club sessions where you can. This will help ensure our continued access to the pool.		
	<b>SECRETARY REPORT: Report prepared by DC</b>		
	<b>MEMBERSHIP:</b> Currently 49 members- lost 6 non-active members, 17 new members in 2023		
	Engagement is positive - up to 40% for some sessions		
	April 1st membership renewal date all synchronised, new members pay for full year from their start date then up to April of the following year.		
<b>5</b>	<b>BRITISH CANOEING:</b> Quality Club achieved this year, this is an ongoing award and work will need to be done by affiliation in April to ensure that we still meet the standard. This is an opportunity to audit policies and bring documentation up to date to reflect the high standards that we have. #ShePaddles Champion Club was also achieved - our club has 29% female members which we hope to increase through a programme of events aimed at getting more women on the water.		
	<b>ROWING CLUB:</b> In July we were invited to a meeting to discuss a restart of the redevelopment plan for the reservoir. As yet no further meetings have taken place.		
	<b>THANK YOU:</b> To PL, for heading the committee this year and providing direction, leadership and advice. To CG, GV, DCI and MC for coaching/leading/support on the water. To IM, AL, SD and JF for carrying out their committee roles with the future of BCC in mind. And lastly, to our members, for their loyalty, engagement, friendship and team spirit.		
	<b>TREASURER REPORT: Prepared by SD</b>		
<b>6</b>	Standing down this year after many years in role		
	Current balance in region of £4500		
	Full accounts will be given to new treasurer (IM) on handover.		
	<b>OTHER COMMITTEE REPORTS</b>		
	<b>Development: IM</b>		
	The only grant of which we have been in receipt is from British Canoeing and is to help fund courses for Coaching and Leadership. This has now been used to fund two awards for the long-term benefit of the club... Paddlesport Instructor Qualification and Paddlesport Leader training. Thank you to British Canoeing for agreeing to an extension on the time limit. This now means that the existing coaching and leadership in the club can be supported to help with the now growing membership base.		
	Nothing was received from a Greene King Inns Grant application through Actionfunder. There was no feedback as to why. We are still registered on Actionfunder as I have updated this and there is potential to be matched with any other grants that may become available.		

We are registered on Birmingham City Council's Match Your Project directory. This is where companies based in or working in Birmingham register what resources they may have available for community groups to make use of. So far, there have been 3 responses on this, but none of which we could make use.

I have made 3 approaches to the Canal and River Trust, but to no avail.

The National Lottery application was unsuccessful as "other projects more successfully met their aims". Ours was not bad, but others were better!

Of the local Rotary Clubs, Lions Clubs or Masonic Lodges there were no responses. The National Rotary responded but said to get in touch with my local clubs! Although Moseley and Kings Heath Lions Club did invite us to Kings Heath Streetfest where we had a stall. It was manned by several committee members and several club members supported too. Many thanks to them. This is a contact that I will maintain. There was a good level of interest on the day but it is difficult to gauge whether this has transferred into membership. It would definitely be worth doing more events like this to continue to raise the Club profile.

The revamping of the website and social media pages has also helped with raising the profile and that, coupled with the move to the Sandwell Aquatics Centre, has appeared to stimulate more interest in the Club.

In order to help improve the focus of future funding applications, I am in a "prolonged" email correspondence with one of the managers at the Aquatics Centre who has said he has experience of this and therefore could help with advice and guidance on grant applications. We are currently trying to set up a meeting.

**Coaching: PL**

A fantastic year for our members, a total of 61 British Canoeing awards have been achieved this year.

The club can now offer 11 BC awards to our members. This includes safety, touring and white water.

We have introduced a coaching pathway for paddlers to record their progress. This also helps the coaching/instructor team to identify the next skill for the paddler in a linear fashion.

We now have DCI, CG and MC, amongst others, helping at sessions and on trips. Thank you, this is a HUGE help and introduces an array of coaching styles which should be beneficial to our members.

This coming year BC are making big changes to the way clubs operate sessions and trips. Clubs will no longer be able to deploy river leaders signed off by the committee, Leaders will have to hold the relevant qualifications for the environment they are leading in.

A coaching and leader/instructor WhatsApp group has been set up to keep the coaching team informed of changes. A workshop will be held in February to assess the training needs of our current coaching team.

We had a goal of putting on 10 trips but we have managed to put on 16 this year, this is up on the previous few years. As our coaching/leading team are growing we hope to add to this for 2024.

Upcoming trips: we will be holding 2 bank holiday weekend trips next year. Late May bank holiday to the N.East (Tees/Whitby area) and August bank holiday for our popular N.Wales weekend

We have had an enquiry about sea kayaking. The club is happy to arrange a weekend course with an external provider if there is enough interest.

**Safety: CG**

No safety incidents or alerts. All equipment checks up to date.

**Equipment: JF**

Main focus has been the storage rack at SAC, thanks to CGr and AH for support, have now been shown how to MOT the kayaks and have become familiar with documentation in place, happy to continue in the role.

**Welfare: DC**

No welfare or safeguarding issues to report on. DBS for new committee members in coaching roles will be submitted.

**ANY OTHER BUSINESS:**

**ELECTION OF COMMITTEE:**

POSITION	NAME	PROPOSED	SECOND
CHAIR	CHRIS GORDON	PL	IM
SECRETARY	DI COOPER	CG	PD
TREASURER	IAN McKNIGHT	PL	SD
SAFETY	GUSTAF VENTER	PL	RD
WELFARE	DI COOPER	RD	PD
COACHING LEAD	PHIL LAVERICK	DC	JF
DEVELOPMENT	IAN McKNIGHT	DC	CG
QUARTERMASTER	JO FARRELL	PL	CG
MEDIA - WEBSITE	RUTH EDMINDSON	DC	RD
MEDIA - SOCIAL	LINZIE DAVIES	DC	LH
GENERAL	ANNA LORENZ	DC	CG
GENERAL	MATTHEW CLIVE	DC	IM
GENERAL	ADRIAN HEMMING	CG	JF
GENERAL	CHRIS GRIFFITHS	CG	DC
GENERAL	PETER COOKE	DC	LH

**Constitution Changes:**

1) Section 5 - amend subscription date from 1st November to 1st April

2) Section 10 - Add 10.5 'The committee must consist of a minimum of three non co-habiting, unrelated members'

3) Section 11 - Add 4.5; Health and safety officer with short description of role.

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4) Section 11 - Add 4.6; Development officer with short description of role.			
5) Section 21:3 - Add 'risk assessment to be completed by trip leader and signed off by HSO			
<a href="#"><u>All constitution changes were agreed upon with a unanimous vote</u></a>			
<b><u>Honorary Membership</u></b>			
All club members present agreed that this years honorary membership would go to Steve Dix, to thank him for his many years of service to the club.			
<b><u>Club Member of the Year 2023</u></b>			
All club members were given the opportunity to nominate individuals for each award, winners are:			
<b>ADULT - COMMITMENT:</b>	Jo Farrell		
<b>ADULT - PROGRESS:</b>	Peter Cooke		
<b>JUNIOR - COMMITMENT:</b>	Lucy Harper		
<b>JUNIOR - PROGRESS:</b>	Rory Dodds		
<b>WOODEN SPOON:</b>	Charlie Harper		
<b><u>Request for Name change</u></b>			
Following a request from SAC to consider changing our name to 'Sandwell' a vote was taken by all club members present and 6 proxy votes. Vote was unanimous that we would remain Birmingham Canoe Club. Suggestion was made to add 'BCC@Sandwell' to any social media posts or online advertising for times when we are based at the pool.			
<b><u>THANK YOU TO ALL THAT ATTENDED</u></b>			
<b>9</b>	<b>MEETING CLOSED</b>	<b>TIME:</b>	<b>21.10hrs</b>
MINUTES ISSUED BY:	D.COOPER	DATE:	12.12.2023