



Registered Charity - 1103769

Copeland Amateur Swimming Club
Copeland Pool and Fitness Centre
C/O Copeland ASC
Cleator moor road,
Whitehaven,
Cumbria,
CA28 8RW

**COPELAND AMATEUR SWIMMING CLUB'S
38th ANNUAL GENERAL MEETING
WEDNESDAY 15TH NOVEMBER 2023 AT 7:15PM COPELAND POOL STUDIO**

MINUTES

Meeting started: 7:20pm

Attendees

Andy Sutton (Chair)
Mark Holliday (Treasurer)
Julie Payne (Secretary)
Keith Chisolm
Holly Collins
John Conery
Jenny Downton
John Freestone
Nigel Goddard
Michelle Holliday
Jamie Johnson
Kate Morton
Jackie Patton
Richard Quayle
Ian Richardson
Rosina Robinson
Brad Sutton
Claire Todhunter

Apologies: Allyson Quayle

Welcome

A presentation format was used throughout the meeting. The Chair opened the meeting and welcomed everyone to Copeland Amateur Swimming Club's Annual General Meeting.

Purpose of the meeting:

- Agree minutes from 2022.
- Receive Chair's summary of the club's achievements over the past 12 month.
- Receive report from Treasurer on the club's financial position and consider recommendations.
- Receive coaches report.
- To elect the Officers and other members of the Committee.



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AGM minutes agreed from 2022

2022 AGM minutes are available on the club's website and were also handed out at the meeting. The minutes were accepted as a true record.

Chair's summary for 2022/2023

Chair provided detail of the club's activities and achievements over the past 12 month.

Activities and Achievements in Governance

Club Governance

- Maintained charitable status with the Charity Commission
- Club Committee well attended with a broad range of experience across our squads – All executive posts full. Chair, V-Chair, Secretary, Welfare & Treasurer.
- All DBS, Safeguarding, & Protecting Children and other mandatory requirements in place including but not limited to Team Manager, time to listen, appropriate coaching qualifications, judging
- Full review of our SwimMark accreditation successfully completed enabling to club to remain SwimMark affiliated for the next 2 years.
- Club has been ran in line with our Constitution or Code of Conduct in year
- No major welfare issues





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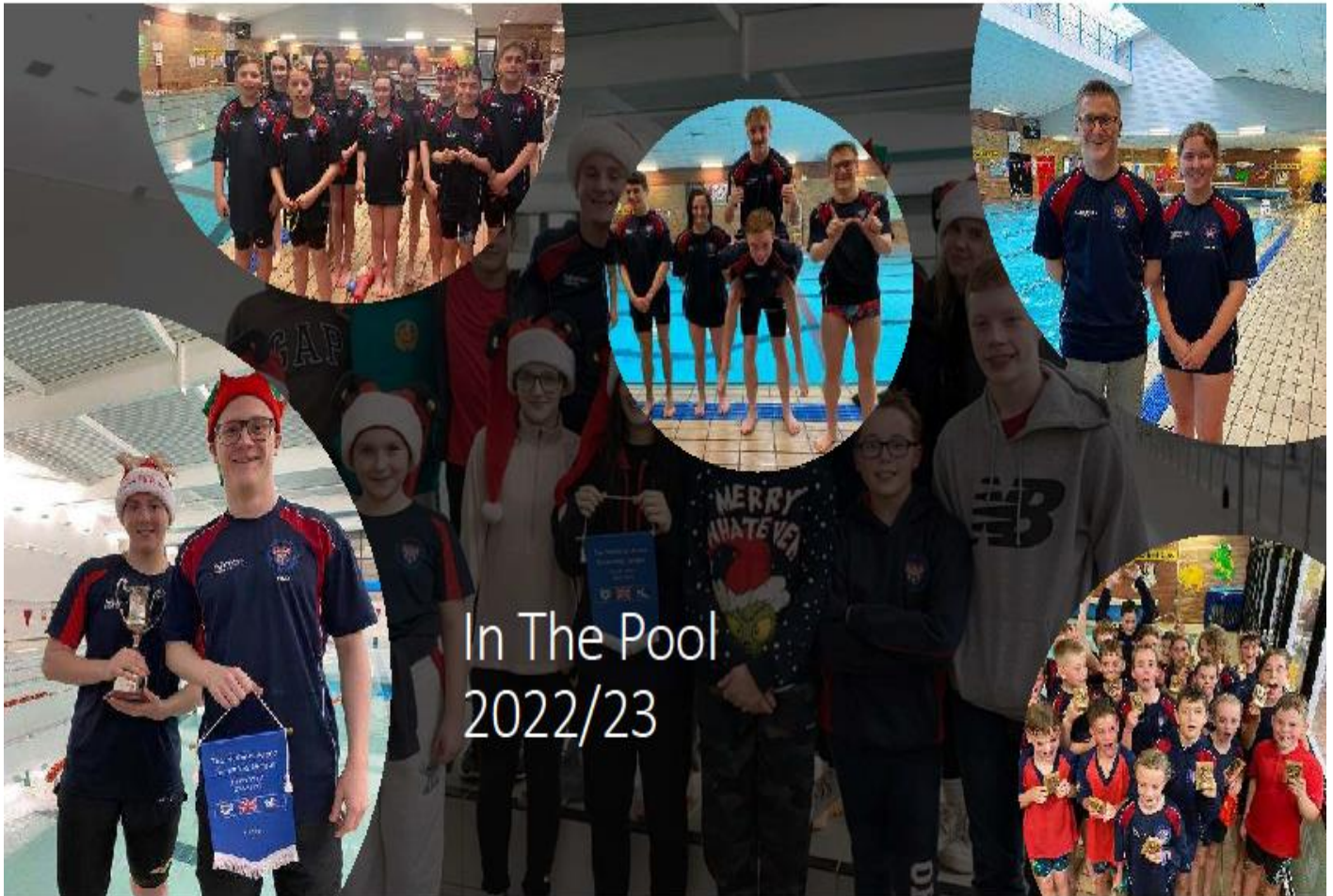
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Achievements in the pool

Younger swimmers - Diddy League

Completed Arena League and won the Presidents trophy for the second year running.

Swimmers qualified for SENW Summer Regionals, NW Winter Regional's, and British Nationals.





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Charity Events

The Club has been involved in a number of charity events over the past 12 month.



Charity

- Remembrance Parade 2022
- New Years Dip
- Supported Pancreatic Cancer UK & Bee Unique
- Chris Young 30 miles in 30 days of April 2023
- Lakesman
- Support our young swimmers to achieve their potential





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TREASURERS REPORT AND RECOMMENDATIONS:

The Treasurer presented the clubs financial report for 2022/2023 and recommendations were made. The recommendation of LTS two-year fee freeze was questioned, not agreed to, and overruled. The fee will not increase but will be reviewed in the future depending on the club's financial position. The Treasurer disagreed with the decision to overrule believing a 10% increase on a squad that only gets 30 minutes per week should be exempt from further increases in the future.

Total Income Current Account	£ 76,263.05
Total Outgoing Current Account	£ 78,245.30
Variance	-£ 1,982.25
Total Income Reserve	£ 129.69
Total Outgoing Reserve	£ -
Variance	£ 129.69
Total Income	£ 76,392.74
Total Outgoings	£ 78,245.30
Variance	-£ 1,852.56
Opening Bank Balance Main	£ 14,896.12
Opening Bank Balance Reserve	£ 10,948.19
Opening Balance exc Cash	£ 25,844.31
Closing Bank Balance Main	£ 12,913.87
Closing Bank Balance Reserve	£ 11,077.88
Closing Balance exc Cash	£ 23,991.75
Closing Balance inc. Cash	£ 24,378.77
Variance	-£ 1,852.56

- 2022/23 Losses (£1,852.56)
- Turnover £76,392.74 Vs Expenditure £78,245.30



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TREASURERS REPORT

Current Account Balances

Brought forward because

statement balanced 01/10/21

Cash

£ 14,896.12

£ 387.02

£ 15,283.14

£ 14,896.12

Bank Balance

October in	£ 3,869.18	£	
October out	£ 7,230.25	11,535.05	-£ 3,361.07
November in	£ 6,624.14	£	
November out	£ 6,198.01	11,961.18	£ 426.13
December In	£ 6,689.20	£	
December out	£ 7,971.90	10,678.48	-£ 1,282.70
January In	£ 4,304.67	£	
January Out	£ 8,422.50	6,560.65	-£ 4,117.83
February in	£ 8,147.09	£	
February out	£ 5,015.58	9,692.16	£ 3,131.51
March in	£ 7,596.05	£	
March out	£ 5,376.12	11,912.09	£ 2,219.93
April in	£ 3,258.10	£	
April out	£ 6,818.30	8,351.89	-£ 3,560.20
May in	£ 7,137.86	£	
May out	£ 6,274.61	9,215.14	£ 863.25
June in	£ 9,731.05	£	
June out	£ 5,929.12	13,017.07	£ 3,801.93
July in	£ 5,229.83	£	
July out	£ 6,277.24	11,969.66	-£ 1,047.41
August in	£ 3,512.50	£	
August out	£ 8,908.20	6,573.96	-£ 5,395.70
September in	£ 10,163.38	£	
September out	£ 3,823.47	12,913.87	£ 6,339.91



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YEAR END STATEMENT	1/10/2022	1/10/2021	1/10/2020	1/10/2019	1/10/2018
(recorded transactions only)	30/9/2023	30/9/2022	30/9/2021	30/9/2020	30/9/2019
Total Statement closing Cash Balance	£ 23,991.75	£ 25,844.31	£ 31,827.82	£ 31,217.92	£ 35,578.15
INCOME					
Membership Fees	£ 35,486.00	£ 37,422.00	£ 23,967.57	£ 28,524.80	£ 34,514.00
Gift Aid	£ 8,273.55				
Pay As You Swim					
St Bees Swimming					
Land Training	£ 686.35	£ 926.26	£ 523.70	£ 624.70	£ 788.65
Coach Cost Contributions	£ 922.00	£ 281.17		£ 240.00	£ 500.00
Gear	£ 776.99	£ 820.89	£ 944.10	£ 128.97	£ 598.03
Miscellaneous	£ 600.00	£ 109.83	£ 316.00	£ 215.24	
Interest	£ 109.69	£ 7.00	£ 1.09	£ 14.89	£ 21.80
Donations	£ 4,137.00			£ 8,373.84	£ 3,431.00
Copeland Galas, Social Events & All Fundraising	£ 9,207.81	£ 5,168.94	£ 3,483.90	£ 3,332.34	£ 11,316.36
All other Galas	£ 16,193.35	£ 15,449.17	£ 2,288.00	£ 6,695.41	£ 3,469.00
	£ 76,392.74	£ 60,185.26	£ 31,524.36	£ 48,150.19	£ 54,638.84
EXPENDITURE					
Copeland Pool Hire	£ 51,890.50	£ 45,035.00	£ 22,881.20	£ 23,619.14	£ 31,554.65
Egremont Pool Hire					
St Bees Pool Hire					
ASA Memberships	£ 4,160.70	£ 4,549.10	£ 3,922.05	£ 4,334.45	£ 4,067.00
Coaching Services	£ 879.50	£ 628.54		£ 1,665.50	£ 2,432.82
Land Training	£ 1,500.00	£ 960.00	£ 660.00	£ 750.00	£ 450.00
Gala Equipment	£ 2,954.40	£ 1,415.91	£ 36.46	£ 12,943.98	£ 342.40
Trophies	£ 144.58			£ 515.00	£ 796.60
Buses	£ 1,550.00	£ 450.00		£ 1,670.00	£ 1,575.00
Gear	£ 1,096.22	£ 1,439.78	£ 651.00	£ 921.50	£ 1,370.86
Training Course	£ 1,435.80	£ 1,731.32	£ 20.00		£ 809.00
Miscellaneous	£ 2,164.60	£ 718.62	£ 749.75	£ 819.71	£ 624.49
Charity	£ 887.00			£ 2,133.14	£ 1,154.98
All Copeland Gala Expenses & Fundraising					£ 2,987.50



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Expenses					
All Other Gala Entries & Costs	£ 9,582.00	£ 9,240.50	£ 1,994.00	£ 3,138.00	£ 5,100.75
	£ 78,245.30	£ 66,168.77	£ 30,914.46	£ 52,510.42	£ 53,266.05
Change	-£ 1,852.56	-£ 5,983.51	£ 609.90	-£ 4,360.23	£ 1,372.79

Financial Year 22/23 Headlines

- **Highest recorded income/outgoing**
- **Membership income - £35,486 – Steady recovery of membership numbers throughout the year**
- **Pool hire highest financial expenditure - £51,890.50. Highly likely to see hour rate increase in Jan 24.**
- **Taking both into consideration club will raise fees by £2 per squad from Jan 2024 (more on next slide)**
- **The club has completed 3 GiftAid claims in the last year totalling £8,273.55.**
- **Good year for fundraising and grant donations that have kept losses to a minimum (more on later slide).**
- **Club impacted by failure of the starting system with a replacement unit for £2,551.**



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Treasurers Report - Fees



	Membership Fee	Swimming Fee	Total
Learn to Swim	£6	£14	£20
S Squad	£14	£6	£20
E Squad	£14	£30	£44
A Squad	£14	£30	£44
B Squad	£14	£27	£41
C Squad	£14	£23	£37
D Squad	£14	£18	£32

← 2023

2024 →

	Membership Fee	Swimming Fee	Total
Learn to Swim	£7	£15	£22
S Squad	£15	£7	£22
E Squad	£15	£31	£46
A Squad	£15	£31	£46
B Squad	£15	£28	£43
C Squad	£15	£24	£39
D Squad	£15	£19	£34

- Fee increase from January 2024
- £2 increase per squad
- No reduction in pool time
- Continued commitment to train coaches
- Likely pool hire increase from Jan 24
- Freeze LTS for at least 2 years*(See recommendations page)

- No increase in 2022/23 financial year
- Increased coaches at Level 1 & 2
- Trained more officials
- Replaced starting system ensuring competitive swimming can continue – planned investment in score board
- High inflation/energy prices resulting in increased pool hire
- No reduction in training time – Over 11 hours.
- LTS has not increased for at least 5 years
- Additional GiftAid.



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Fundraising



Grants

- £1,801.20 – Sellafield donation towards the replacement starting system
- £911 – Copeland Community Fund – Level 2 training courses
- £500 – Dobies – Matt Makin securing grant to support Arena Meet
- £250 – Swim England – Nigel Goddard, Ally Longley & several others ensured the club held SwimMark accreditation.
- £675 – Others

Fundraising

- £4,255 – Winter Meet, Graded Gala & Diddy League takings – volunteer army – life blood of the club
- £732 – Inaugural summer raffle – Ellie Sutton & Julie Payne with others securing prizes and selling tickets. Returns for 2024.
- £700 – K2B Marshalling – Early Bird Volunteers
- £600 – New Years Dip – Hardy souls
- £996 – Various social events including Presentation Night, Christmas Party & BBQ. Thanks to the organising committee.
- £564 – Lakesman relay team
- £187 – Easy Fundraising & Amazon Smile donations
- £1,174 – Other

New for 2024 – Copeland Kick-Start



- **Fundraising is the lifeblood of the club and enables us to be an affordable option at grassroots competitive sport**
- **New for 2024 – Option to donate regularly or on a one-off basis to the club**
- **New regular income stream**
- **Donations will be eligible for GiftAid (20%)**
- **More information to follow in the New Year.**



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Copeland Amateur Swimming Club – Treasurers Report - Recommendations



- Adopt the accounts as an accurate record - **Agreed**
- Increase fees across all squads by £2 from January 2024 - **Agreed**
- Freeze LTS Fees for a minimum of 2 years – **Objected***
- Continue as a charity - **Agreed**
- Post for Vice-Treasurer during the transitional phase - **Agreed**
- Maintain focus on fundraising - **Agreed**

*At the AGM the recommendation to freeze Learn to Swim Fees for 2 years was objected to and overruled.

Questions and comments put to the Treasurer.

Q. (RR) Has the club claimed the £10,000 grant from Sellafield?

A. It requires various criteria, but an application is going in. (update: NDA not Sellafield)

Q. (KS) Has the club accessed SENW capital funding?

A. No, this will be looked into by Committee.

(IR) GDF funding is available and criteria requirements for this is that the club do work that benefit people in the area. Also, NWS funding is available.

Q. (RR) Why recommend a two-year freeze on LTS?

A. There was a discussion around the recommendation and the uncertainty of the club's financial position over the next two years, the recommendation was overruled.

Q. (KS) How much does the freeze equate to a year?

A. Around £250/month

Q. (JC) How much does the pool hire cost?

A. £85 per hour.

Q. (IR) What has the club done for the community under charitable status?

A. Events listed by the Treasurer and the Chair earlier in the presentation.

(IR) The main role of the club is to help and support swimmers in the pool.

Q. (IR) Does the club have a reserves policy?

A. There is reserve funding, but no written policy. However, if the reserve funding is needed, any decision would need to be brought to Committee.



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Coaches Report

Coach gave presentation on swimmer's achievements, performance objectives met in 2022/2023, as well as objectives for 2023/2024.

Coaches Report





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Highlights



- **Coaching Team**
 - Now got the biggest and most qualified coaching team we've ever had.
 - 3x Level 2's – Julie, Phil, Richard
 - 5x Level 1's – Mark A, Andrew, Claire, Mark H, Ellie
- **Training**
 - Training cycles still based on a 7 x 7 week schedule working back from Nationals.
- **Squad criteria**

Performance against 2022/23 Objectives



- | | | |
|--|---|------------|
| • 6x swimmers qualify for 2023 SENW Summer Regionals | ✓ | |
| • 1x swimmer qualify for 2023 Nationals (British or English) | ✓ | |
| • 3x swimmers qualify for SE NW Winter Regionals 2023 | ✗ | 2 swimmers |
| • 1x County Age Group Champion | ✓ | |
| • 1x Age Group Relay medal | ✗ | |
| • Score more Cumbria Trophy Points than 2022 | ✗ | -76 points |
| • Score more Tommy Hatcher Points than 2022 | ✓ | +97 points |



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Proposed 2023/24 Objectives



Individual

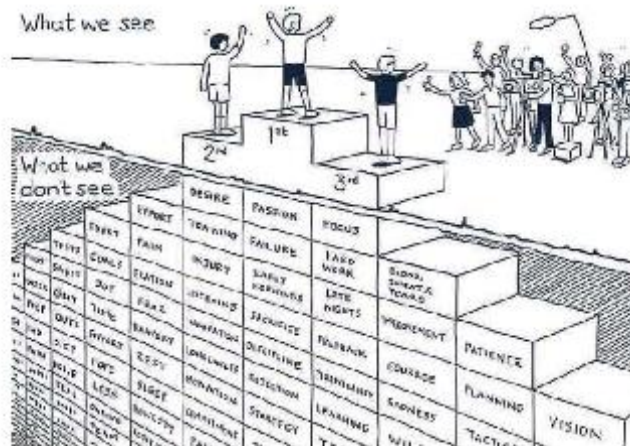
- 6x swimmers qualify for 2023 SENW Summer Regionals
- 1x swimmer qualify for 2023 Nationals (British or English)
- 3x swimmers qualify for SE NW Winter Regionals 2023
- 1x County Age Group Champion



Team

- 1x Age Group Relay medal
- Score more Cumbria Trophy Points than 2023
- Score more Tommy Hatcher Points than 2023

What people don't see:





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Squad Criteria is now complete and will soon be circulated. The final decision on a squad move will be down to the Head Coach.

The Coach thanked parents, coaches, and committee for their ongoing support for the club.

Questions and comments put to the Coach.

Q. (RR) What criteria is used for performance objectives?

A. Objectives for 2023/2024 are the same as 2022/2023, this is partly because of the change in qualifying times and swimmer's ability.

(JC & RR) Comment on the objectives. Objectives will be harder to meet when qualifying times are made harder to get.

Q. (KC) Is there more kids County level for 2024?

A. It is likely that there will be more than previous years.

Q. (KS) Why isn't the club dipping into the County fund?

A. There was a discussion amongst Committee about giving the time back to County if funding is claimed, but this is something that the club will consider in the future.

(MH) Commented on feedback following a race. Head Coach discusses detail with swimmers and asks questions regarding their race, her children found this valuable. The Coach agreed and suggested further training for newer coaches.

Chair suggested having an appointed coach as a point of contact between parents and coaches.

(RR) Suggestion on getting external experienced swimmers in to do a session, to discuss things, such as nutrition. The Coach agreed in part, but also disagreed as it needs reinforced to swimmers throughout the year, not just at one session.

(IR) Suggestion for an objective for younger swimmers: Move up a league at Diddy.



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Election of Committee:

Chair thanked Committee for their work and support of the club over the past 12 months. Nomination forms received by Chair prior to the AGM.

Andy Sutton (Chair) proposed by Allison Owen, seconded by Claire Todhunter.

Julie Payne (Secretary) proposed by Mark Holliday, seconded by Kate Morton.

Mark Holliday (Treasurer) proposed by Kate Morton, seconded by Brad Sutton.

Kathryn Morton (Vice-Treasurer) proposed by Mark Holliday, seconded by Andy Sutton

Allyson Quayle (Communications Secretary) proposed by Matthew Makin, seconded by Nigel Goddard.

Holly Collins (Membership Secretary) proposed by Mark Holliday, seconded by Matthew Makin.

Jamie Johnson (Committee Member) proposed by Mark Holliday, seconded by Julie Payne

Richard Quayle (Committee Member) proposed by Matthew Makin, seconded by Nigel Goddard

Nigel Goddard (Committee Member) proposed by Allyson Quayle, seconded by Matthew Makin

Rosina Robinson (Committee Member) proposed by Claire Todhunter, seconded by Andrew Robinson

Claire Todhunter (Committee Member) proposed by Andrew Robinson seconded by Nigel Goddard.

Eleven committee members selected.

Andy Sutton informed everyone in attendance that Julie Williamson is stepping down as Head Coach. Andy gave praise and thanks to Julie for her years of dedication to the club. Julie will continue to coach. Richard Quayle was proposed as Head Coach by Andy Sutton and seconded by Mark Holliday.

Any other Business:

Mark Holliday proposed John Freestone as a life member of the club for his dedication to the club. The pool opened in 1986 and John has been a member of the club not long after it opened. John Conery seconded this.

It is the 100th County AGM meeting on 19th November 2023. Copeland ASC can have two representatives. Ian Richardson will be in attendance, and he will attend and vote on behalf of the club, Andy Sutton will also attend this meeting. The current County Chair, Matthew Hinde, is stepping down. It was agreed at the meeting that the club are in support of a vote for John Conery as the new Chair.

Ian Richardson will continue to attend County meetings and will be invited to Copeland ASC meetings to communicate and feedback/to the meetings.

Ian Richardson confirmed that the decision on the hall of fame will be made on Sunday 19 November 2023, at the Exec meeting. Anyone approved will be asked to attend County Championships to present.