

Leighton Linlade Croquet Club

10th Annual General Meeting

Draft Minutes

The meeting was held at 7.30pm on Friday 13th November at Northall Village Hall.

Present: -

Chairman Tom Miller, Secretary Roger Stroud, Treasurer Len Buckingham, guests Mr & Mrs Nigel Clark and 34 members.

1. Welcome by the Chairman

The meeting was opened at 7.35pm and all members present and the two guests, Mr & Mrs Clarke were welcomed by the Chairman, Tom Miller. Tom made the point that everyone should have received an Information Pack including the agenda and all Officers' reports.

2. Apologies of absence

The Chairman requested any apologies of absence. Roger gave the list of names who have sent an apology for absence; Joan Slow, Marjorie Cliffe, Diana Phelps, George & Margaret Lawson, Arthur & Mary Murgatroyd, Ann & Vernon Smith, Audrey Cross, Joan & Brian Ferris, Erica Fogg and Norma Morris.

3. Approve minutes of the 9th AGM (14.11.2008)

The Chairman asked if he could take the minutes of the 9th AGM (circulated in the information pack to all members) as an accurate record of that meeting. No queries were raised so those minutes were accepted and signed by the Chairman.

4. Officers' Reports and Annual Accounts

These reports had been circulated within the Information Pack sent to all members, and the Chairman now wished to update this report from his latest information.

4. Chairman's report

4.1.1 Town Council

Third lawn

We have a fully fenced 3rd lawn. It is in the process of being renovated and the fencing is being positioned such that we can move the lawn boundary during the season; so, hopefully we can avoid excessive lawn wear around the hoops. Tom felt that a good result was achieved.

Town Council Costs

This week we have had confirmation that in 2010 we will be paying a one off fee to the Town Council of £1,500.

In 2009 we paid £1,200 which could be regarded as £600 per lawn. We have now got a third lawn which equates to £500 per lawn – a saving of 16%.

Again, Tom felt that we had another good result.

Long term written agreement

Negotiations with the Town Council on a 'Long term written agreement' are only at an early stage. They are on-going and we have a much improved relationship with the Town Council than 6 months ago.

There is one issue which needs to be brought to the attention of the meeting. This issue needs strict adherence; it is access to the lawns by council staff. When the Council staff need access to the lawns for maintenance, the game must stop immediately and players stay off until finally finished. We do not want an issue with Council regarding staff access to lawns.

Health & Safety risk assessment

The Council require a Health & Safety risk assessment from the club. The Council was helpful and suggested that we get a model risk assessment from the CA or some other body. We feel that it is a tricky situation in that "how far do we go"? The committee will be really pleased to hear from any member who has some free and up to date

knowledge of risk assessment. We need this assistance now so please do not wait until the start of next season. It is possible that this risk assessment will be required before Christmas.

4.1.2 Team selection

There have been some comments from members about our team selection for league and friendly matches.

League & Inter-Club

We have successfully applied to have two league teams, an A team and a B team; and plan to select 5 or 6 regular players for the A team and anyone else interested in the B team. We feel that will create a balance between competitiveness and inclusion.

We wish to form a selection committee for the League and Inter-Club competitions, so we are seeking volunteers for the committee. It is envisaged that the committee will consist of John Cundell, Len Buckingham and three others.

Friendly Matches

This was discussed and we plan to use the same process as in 2009.

4.1.3 Protection of Children & Vulnerable Adults

The Chairman explained that children are defined as those people less than 18 years old; a vulnerable adult can be older than 18.

Our committee has agreed a policy and we are in the process of updating it. In future children & vulnerable adults will only be allowed to play if a club CRB checked person is present or the child's parent or the person responsible for the child is there. Please do not put yourself or the club at risk – it might cause problems.

A list of CRB checked members will be placed in the club house - we think we have 4 CRB checked people.

John Thorpe asked – “who set the requirement?” Richard Keighley confirmed to the Chairman that it is the law.

Peter Davis asked “what is the definition of a vulnerable adult?”

Richard Keighley gave an example on visitors from Mencap who were with their responsible person.

The question was posed “if two under 18's walk past and want a game” what do we do? Unless a CRB person is present then the answer is “no”.

Margaret Brown raised a question – “Has every member got a copy of our child protection policy?” The Chairman said that we need to finalise the risk assessment before making a final draft of our Child Protection Policy.

Roger commented that members will be updated with progress on these and all other on-going discussions through the newsletter.

4.1.4 Membership of croquet association

In the light of the visit of the CA Chairman on our 10th Anniversary, the committee felt that we ought to make our members aware of the benefits of being a member of the Croquet Association. Ordinary membership costs £26 and it can be reduced to £21 paying via Direct Debit; you would be sent 6 copies of their magazine the Croquet Gazette, discount from the CA shop purchases and you can enter 1 CA tournament in your lifetime. If you become a tournament member you can play in their tournaments – but the annual cost is £40 reduced to £35 by direct debit. The full range of costs and benefits are all shown on the CA website – www.croquet.org.uk

It's possible that the number of CA members within a club may be taken into account when the CA considers any grant applications.

4.1.5 Ladder

There is a proposal from John Thorp to run a club ladder. The committee agreed that John can run a club ladder. This will be entirely voluntary, whoever wants to participate.

4.2 Secretary's report

Roger informed the meeting that he is doing a voice recording of the meeting to ensure that all the salient points are noted correctly; he also thanked Jean Ball and Margaret Brown for assisting with the club administration whilst ill.

Roger gave thanks to Tom Miller and Richard Keighley for their handling of the negotiations with the Town Council.

4.3 Treasurer report

4.3.1 Income & Expenditure

Len presented his report and the closing accounts for end of October 2009 and described the income & expenditure followed by the Balance Sheet.

One noted source of income was £1,623.22 from donations and grants.

4.3.2 Club Insurance

The situation with the club insurance was described.

As members of the Croquet Association, our club is covered by their insurance – we do not therefore have to fund a separate insurance policy. Prior to joining the Croquet Association, our annual insurance costs were £330. Our CA membership costs during the last financial year were £75, which will rise to £100 for the financial year 2010. For the year 2011, CA membership costs will increase to at least £7.00 for every club member. Based on current membership costs would be at least £413.

Len pointed out that the CA insurance policy was actually better than the previous insurance policy that we had – even corporate events are covered under the CA policy.

The financial implications of the cost change in 2011 will be discussed with members at that time.

4.4 Acceptance of Officers Reports

The Chairman announced that we go to each of the Officers' reports asking for a proposer and seconder for acceptance of these reports.

4.4.1 Acceptance of the Chairman's report was made by Len Buckingham, seconded by David Ball. All members present voted for acceptance of the report.

4.4.2 Acceptance of the Secretary's report was made by Peter Davis, seconded by Richard Keighley. All members present voted for acceptance of the report.

4.4.3 Acceptance of the Treasurer's report was made by Margaret Brown, seconded by John Thorp. All members present voted for acceptance of the report.

5 Approve the membership fee recommendation for 2010

Len Buckingham sees no reason to increase membership fee and proposed the membership fee of £55 for the 2010 season. This was seconded by Tony Stammers and all members present voted to accept this proposal.

6. Appointment of an Auditor

Marjorie Cliffe is willing to act as auditor for next year.

Tom proposed that we appoint Marjorie Cliffe as auditor and Sally Clay seconded that proposal.

All members present voted for that proposal.

7. Election of the Officers – Chairman, Secretary and Treasurer

Tom announced that he, Len & Roger are prepared to stand again as Chairman, Treasurer and Secretary respectively. There have been no other nominations. Don Barrett proposed that these reappointments are made and Eve Buckingham seconded this proposal. All members voted for acceptance of this proposal.

Tom announced that he is unlikely to stand again at the next AGM.

8. Election of the general committee members

The whole membership of the current committee have offered to stand for another year

Tom paid particular thanks to John Cundell as Vice-Chairman and Tony Wells as Fixture Secretary. All the other committee members, David Ball, Eve Buckingham, Peter Davis, Val Jeffers, Tony Stammers & Margaret Lawson, have been incredibly helpful—their commitment and patience at very lengthy committee meetings has been excellent. The officers would be struggling without their help.

Irene Davis proposed that we elect all the current general committee members and this was seconded by Una Pengelly. All members voted for acceptance of this proposal.

Tom announced that the first general committee meeting of the 2010 season is on Wednesday 27th January 2010 at 12.15pm at the clubhouse.

Tom pays tribute to everyone who helped throughout the year - the many people who help will be listed in the next newsletter.

9. Presentation of awards

The committee have purchased presents for Diana Phelps for holding the garden party at her house again and to Marjorie Cliffe for auditing the accounts.

A new trophy was created during the last season – the Hunstanton / Leighton Linslade Challenge Cup which we won one weekend at Hunstanton – John Cundell was congratulated being team captain for the day.

Erica Fogg has donated two new trophies. These are for the winners of a Ladies' Doubles competition and a Gentlemen's Doubles competition; the latter being in memory of her late husband John, a former membership secretary of our club. The general format of these competitions is non-handicap and mix & match on the day – further details will be available during next season.

Also congratulations to John Cundell for getting his coaching badge.

9.1 Mix & Match doubles

The winners were Len Buckingham & Tony Wells.

Runners up were John Cundell & Irene Davis.

9.2 Singles handicap

Winner was John Cundell.

Runner up was Tony Wells.

9.3 Doubles

Winners were David & Jean Ball.

Runners up were Judith & Una Pengelly.

9.4 Singles

Winner was John Thorp.

Runner up was Judith Pengelly.

Tom then displayed one of the Erica Fogg trophies (gasps from the members!).

Tom announced that during the last year he has found the input of two people in particular immensely valuable to him as Chairman – John & Len. Tom recognised that their contribution was greatly assisted by their wives Judith & Eve – presents were given to John Cundell and to Len Buckingham.

10. Any other business

Tony Wells spoke about looking forward to the Hunstanton Challenge Cup next year and has also recently spoken to the Chairman of Littlehampton Croquet Club who are looking forward to us playing there next year

The Littlehampton match will take place over one day – it will be Friday with a fish & chip lunch. Bed and breakfast can also be arranged.

Margaret Brown gave thanks to the Chairman.

John Cundell spoke about the hard work Tom Miller and Richard Keighley have carried particularly on the meetings with the Town Council.

11. Closing remarks

Tom reflected that his theme for last year was 'leisure & pleasure'. This year the theme is one of 'going forward'. Occasionally people make adverse comments about the quality of our lawns; however, there have been many comments from visitors from other clubs giving very favourable comments about the good quality of our lawns in comparison with many other croquet clubs that they have visited.

Also, members of other clubs have commented about the tremendous support given by non-playing members who turn up to help at matches.

Len Buckingham gave special thanks to all those people who turn up to help at events at our club including away matches, mentioning Letchworth and Northampton in particular.

Meeting closed at 8.28pm.