

## **Sutton Tennis & Squash Club CIO**

Registered Charity Number 1185220

### **MINUTES OF THE ANNUAL GENERAL MEETING (AGM) HELD ON TUESDAY 13<sup>th</sup> DECEMBER 2022 AT 7:15PM IN THE CLUBHOUSE**

#### **Present**

Peter Ward	<b>PW</b>	Trustee & Chair
Tim Davies	<b>TD</b>	Trustee
Andrew Jennings	<b>AJ</b>	Trustee
Jason Jones-Smythe	<b>JJS</b>	Trustee

#### **Apologies**

Colin Whitehair  
Sylvia Timberlake  
Terry Oakes (MANCOM)  
Alan & Jenny Higgs  
Shade Alu (Safeguarding Officer)  
Chris Pike (MANCOM)  
Sean Channon (MANCOM)

#### **Chairman's Introduction**

PW welcomed and thanked all those members who attended the meeting with a complimentary arrival drink. This was the inaugural AGM of The CIO of which all squash/tennis/honorary/life members are members of and entitled to vote. The weather was poor and therefore attendance lower than we might have wished. However, with 19 members present, the chairman confirmed we were quorate (minimum 15 members) and the AGM was able to progress.

#### **Mortuary Tribute**

A moment of reflection was given to those lost during the year, in particular Bill Evans who passed away in September 2022.

## **Reports & Financial Statements**

Prior to the AGM, members were circulated with a number of documents which were made available to view and download from the club's website. Given that the membership already had a chance to read and digest the information within the documents it was not necessary for them to be presented in detail again on the evening itself.

PW drew attention to these papers in the following order:

### *Annual Statements of Accounts*

- These covered the first 12 months of trading for the period 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022
- They consisted of the Accounts of STSC CIO (The Charity) and STSC Trading Ltd (a company wholly owned by STSC CIO)
- The accounts required approval to be signed off and filed with the relevant authorities

***The accounts were approved with no comments or objections.***

### *Trustees' Annual Report*

- Completed and presented using a formal template provided by the Charity Commission
- Detailed STSC's objectives and activities undertaken for the public benefit in the year to 31<sup>st</sup> March 2022
- Also listed STSC's key achievements and performance in the year to 31<sup>st</sup> March 2022
- The report required approval to be signed off and filed with the Charity Commission (in conjunction with the accounts – making up the 'Annual Return')

***The Trustees' Report was approved with no comments or objections.***

### *6 Months Trading Accounts for STSC Trading Ltd & CIO to 30<sup>th</sup> Sept 2022*

- These highlighted the financial performance of both entities over the last 6 months
- Reports were for information only and did not require a formal sign-off process

## **Trustee Resignations & Appointments**

- In accordance with Clause 13 of the Constitution, by rotation, one of the Trustees must retire but can stand for re-election. Tim Davies has formally retired and indicated his willingness to stand for re-election.
- The CIO wishes to increase the number of Trustees to 5, thus ensuring the majority are independent of MANCOM. Steve Lewis indicated his willingness to stand for election as a new Trustee.

***Tim Davies and Steve Lewis were nominated, seconded and elected thus confirming these appointments.***

## **Management Committee Resignations & Appointments**

- The CIO Trustees approved the following resignations & appointments:
  - Peter Ward resignation as Chair of MANCOM
  - Steph Bailey resignation as Secretary of MANCOM
  - Steve Lewis to take on the role of Chair of MANCOM
  - Laura Payne to take on the role of Secretary of MANCOM
  - Ratification of Sean Channon as Men's Tennis Captain
  - Ratification of Terry Oakes as Ladies' Tennis Captain

## **Recognition & Gratitude**

- AJ reflected on PW's 7-year term as Chairman and expressed his appreciation and gratitude for all of PW's hard work and achievements, on behalf of everyone at STSC. AJ also thanked the Management Committee for all their hard work in running STSC over the last year.
- PW reflected on Steph Bailey's outstanding 45-year commitment to STSC citing his roles as Treasurer, Secretary and Trustee of the property company, and gave thanks on behalf of everyone at STSC.

## **Management Report of Trustees**

- PW identified and updated the members on some of the key topics highlighted in the previously circulated report. Namely:
  - Membership Information / Trends
  - Radio Mast
  - Padel
  - Middle Tier Resurfacing
  - LED Lighting
  - Future Investment Programmes

***There were no further comments or questions from the members at this stage.***

## **Any Other Business/Questions from the floor**

- Tim Crowley sought STSC's motivation for renewable energy and in particular the adoption of solar rooftop panels. This will become more important as energy costs rise and the appetite to reduce the club's carbon footprint becomes more prominent. The importance of investigating this was widely acknowledged as well as the availability of any funding/grants that might be open to STSC. To be carried forward to MANCOM.
- Steve Tiddy congratulated Karl Stowell and Liam Rabbitte on their successful tennis programme and the hard work they continue to do at STSC. Steve reiterated the importance of exploring sources of grants / funds / finance which might be available to us as a charity (CIO) over and above simply being affiliated to the LTA, perhaps even identifying an individual to take on such a role. Again, the importance of this was widely acknowledged. To be carried forward to MANCOM.