

York City Baths Club 70th Annual General Meeting 2020 - Minutes	
25th February 2020 @ 6:30pm	Bramley Room, New Earswick Social Hall, Hawthorn Terrace, York, YO32 4AQ

Item No.	Minute
1	<p>Apologies for Absence</p> <p>Annette Barker, Independent Examiner.</p> <p>11 YCBC Members attended and 4 members of the Committee hosted the 70th AGM. Introductions were provided from the Chair and Executive Officers, John Suddes (President), Steve Creighton (Chairman), Alison Pickup (Honorary Secretary) and David Jordan (Honorary Treasurer).</p>
2	<p>Minutes of the 2019 Annual General Meeting and Matters Arising from There</p> <p>TE asked about his point at the end of item 3, a recommendation to review the service provider contracts in light of 2018 rule change by the Govt regarding the tax treatment of service providers for tax purposes, which are to be rolled out to the private sector.</p> <p>SC said that the Govt are still deliberating, and TE agreed to assist the committee in this regard when required.</p> <p>Received by all. Proposer – Nicola Gibbons Seconder – Kathy Jordan 2019 minutes accepted.</p>
3	<p>Annual Report</p> <p>JS noted that the report covers the period to the year-end 31/12/2019.</p> <p>SC explained that the report covers the highlights of the year, with the same format as last year which was felt to be a step forward from individual reports.</p> <p>Membership is similar to the year-end 2019, with only minor movements.</p> <p>The Club's financial performance has been sound; slightly down on last year but still good overall. We have invested in training, which has caused the deficit. The Club funded lots of L1 and L2 courses.</p> <p>We achieved SwimMark and received good feedback from Swim England. SC thanked NG for her work in gaining this accreditation for the Club.</p> <p>We had a change in Teaching Coordinator during the year. The role was advertised, and a number of people were interviewed. 8 applications were received, and 5 people were interviewed - CT was the standout, and his day role with the police complements the role. He has made a great start.</p> <p>Website – it was noted that Chris's name needs adding in place of Shelley.</p> <p>Training – no comments</p> <p>Masters – no comments</p>

	<p>Fundraising – The opportunity to fundraise at the races was a one-off, arising from an application made by Jez Russell 10 years ago. Thanks to CR who organised the day. This raised £2,300, and 75% of the money was collected as the racing drew to a close on people's way out. The Club has submitted an application to do this again.</p> <p>Facilities – The Wednesday night slot at the Mount has been dropped. This had been retained due to concern last year about the sustainability of New Earswick Pool. This appears to be OK financially, so the decision was taken to drop this session at The Mount.</p> <p>An application was made in October for slots at the new pool, which will be operated at the stadium by GLL, and we were advised that this was successful in December. We have plans for a number of squads to move across when the facility opens. There have been false starts with the opening, and they have not been able to do the required stress testing / road traffic management tests as yet. There is still no exact date yet, but this is expected by the end of March.</p> <p>This also allows us to reducing reliance on the Mount. We don't want to move away altogether, but they have made no investment in the facilities, and we are mindful of potential safety/water quality issues. The school itself is reportedly at risk, therefore pool time there could also be at risk. Teaching has to stay there at the moment, as there is limited ability to move it elsewhere.</p> <p>2020 will keep the pressure on for more L1 and L2s as some will leave to go to university. We will need to attract young helpers and have a reasonable stream at the moment.</p> <p>KF spoke about the need for officials. We should have 15 – 20 and will need people to help out at other galas. There has been a reasonable take up for the J1 course.</p> <p>DJ explained that Swim England have changed the rules, and you now need to be J1 to assist at a gala. KF clarified that the new system (requirement for J1) will apply from the end of July.</p> <p>SC noted that the club has added a 2nd Open Meet this year, which takes place in 2 weeks' time. The December meet attracted 2,800 entries and the Spring meet has achieved 2,200 entries. For 2021, the same weekend is not available, and we can only get Easter, which would not be ideal.</p> <p>SC said that we need extra help to run the Club, ideally filling 1 or 2 non-committee roles. We also need a succession plan.</p> <p>There has been a certain amount of apathy from the wider membership re attendance at the AGM and for joining committee. SC went to all the Coach/Squad meetings at the start of the season to encourage more parental participation.</p> <p>Report accepted.</p>
4	<p>Presentation of the Accounts for year ending 31st December 2019</p> <p>DJ stated that the draft accounts are with Annette Barker, Independent Examiner, and that 'sign off' is expected in their current form.</p> <p>DJ noted some corrections – reference to 2018 should read 2019 and 'Staff Costs' should read 'Service Provider Costs'.</p> <p>A headline profit of £3,618 was achieved for the year ending 31/12/2019.</p> <p>There is a deferred income amount of £5,663 as fees for the Spring Gala, collected in 2019, have been carried over to 2020.</p> <p>Expenditure items cover – Pool / Lifeguard / Service Provider / Cat 3 costs. These are just covered by regular income, arising from membership and swim fees.</p> <p>Other expenditure includes – Club Champs / Presentation Night / Competition Expenditure (Coaches passes/team events/national qualifiers).</p> <p>General Expenditure includes – Website hosting.</p> <p>All these items need to be covered by gala profit and fundraising.</p> <p>The Winter gala made a profit of £12k.</p> <p>It will not make that much in 2020 as The John Charles Centre has increased charges by 18%, and so we have budgeted at a conservative figure.</p>

	<p>Fees have been budgeted Budgeted at a similar level to 2019.</p> <p>Fundraising was boosted by the Race Course event. We need one significant fundraising event each year e.g. the Big Swim, where the amount raised is split 50/50 between YCBC and a nominated charity.</p> <p>One area we could improve on is fundraising at the Club level.</p> <p>CB suggested looking at Tesco tokens to see if YCBC do this.</p> <p>CR said that the minimum you get from this is £1k.</p> <p>SC noted that we are not a charity, and so we may not qualify.</p> <p>JS asked if there were any further questions or comments about this.</p> <p>DJ stated that the budget has been set at a conservative level, and projecting a loss, which is the same position as last year, although we are confident that this will be mitigated.</p> <p>TE asked about the suppliers of pool time – these are GLL x 3, St Peter’s, the Mount and New Earswick. Re the University Pool, we lost all pool time there, and are not inclined to challenge again.</p> <p>TE also asked if the Independent Examiner was expected sign off the accounts in near future.</p> <p>TE asked about IR35 in relation to Service Providers, noting that some have been SPs for some time. The HMRC regulations and the way they are applied to the public sector at 05/04/20 also applies to other sectors. SPs retain the right to determine their own tax status. It would be worth the committee sitting down to go through a ‘status determination statement’ which represents best practice. If HMRC decide to challenge the status of an SP there are implications that would be damaging for the Club. They would come for NI and the apprenticeship levy.</p> <p>TE asked if contracts are renegotiated each year.</p> <p>SC confirmed that they are.</p> <p>TE noted that the Taylor Review on ‘Good working through the UK’ took on 51 of 53 recommendations in the ‘Good work plan’.</p> <p>An Information Statement would ideally be available on day one, as not everyone would get a contract on their start date, and they want to extend this to all workers. The onus is on YCBC to provide this statement.</p> <p>DJ asked what the basic content should be. It should cover who is paying and who the end client is, with information about deductions, if relevant.</p> <p>No further questions were asked.</p>
5	<p>Appointment of the Independent Examiner of the YCBC accounts</p> <p>DJ confirmed that Annette Barker will not continue as Independent Examiner and, at present, we do not have a replacement.</p> <p>This can be dealt with by correspondence.</p>
6	<p>Head Coach’s Report</p> <p>See 3 – included within Annual Report.</p>
7	<p>Proposed Membership Subscriptions for 2020</p> <p>SC stated that the proposal is for the full YCBC Annual Membership Fee be retained at £42.00 for 2020/21, and that the Associate Membership Fee be retained at £10.75.</p> <p>There is no justification for doing anything different.</p> <p><i>All voted in favour of this (11 in audience, and 4 on top table).</i></p>

8	<p>Proposed Amendments to YCBC Rules</p> <p>A Club's constitution must be reapproved every five years as part of an ongoing SwimMark accreditation. Although YCBC underwent this process in 2017, because of a recent application for coaching course funding through Swim England North East Region, the Club was asked to update its rules in line with the latest Swim England model constitution. Essentially, this involves changes to the names of bodies and policies following the rebranding of the ASA as Swim England. The one exception is a change to rule 3.6, which covers discrimination in the context of applications for membership.</p> <p>NG confirmed that what was being requested just brings us into line with current SE policy. Rule changes must be approved at an AGM and submitted to Swim England NE for approval. JS asked if there were any observations or comments, and no concerns were expressed. KF asked about the byelaws, and DJ said he would make these available.</p> <p><i>All voted in agreement of the proposed changes (11 in audience, and 4 on top table).</i></p>
9	<p>Election of the Executive Committee for 2020</p> <p>JS noted that NG has stepped down as SwimMark Coordinator, and wanted to formally acknowledge the work done she has done alongside the other responsibilities she has taken on, including T&C and Lifeguard provision, stating that sessions would have been cancelled without her efforts in this regard. No nominations have been received for this position.</p> <p>The fact that NG has been doing two roles combined is a concern, although some of the T&C role sits with the Teaching Coordinator.</p> <p>ST has taken the lead on Fundraising and has done a great job with a fantastic amount of money having been raised.</p> <p>Regarding the nominations received, we can vote on block, as no double nominations have been received.</p> <p><i>Nominations received as per the list circulated.</i></p> <p><i>All voted in favour of the proposed members.</i></p>
	<p>The meeting concluded at 7:21pm</p>

Proposed	
Seconded	
Approved	