**AGM AGENDA**

**Date:** Wednesday 31st March 2021

**Venue:** Google Meet – online

**Time:** 7.30pm

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| **Item** | **Action points** |
| * **Opening Remarks:**   Thanks for joining us. Thanks for the help over the years. Thank you to all the committee. | Martin Reay |
| * **Chairman’s Report**   Last year with the Covid Regulations – it was felt for safety reasons we couldn’t keep everyone safe. So we chose not to run. Now waiting for the government and Surf England for guidance. So will restart after June 21st based on the government roadmap. Run as we used to. Make sure all volunteers are retrained ready for being in the water, so retraining will happen via our training providers. Keen to run this as properly as we can but also maintain full safety with all.  Biggest outlay to start the season is repairing the trailer for the new season. We need to spend £1200 on the outside of the trailer, £600 for the chassis to be repaired. | Martin Reay |
| * **Events Management Report**   Visit to the Wave: better to wait for us to all be more confident. Bring club back together and then look to have a date around the Middle of September. Make sense for this to be at the end of the season. There are some spaces available and we need to push this as a club.  Comps – Pritchard Cup – plus one or two others – but this may be based on the Government Roadmap – Charlie to liaise with committee to make this work effectively.  Dates will be released as and when we can but we want to organise this properly. Getting the club running is the paramount concern. | Charlie Green |
| * **Head Coaches Report**   Martin was head coach in an interim. Lewis Wolfendon Brown is going to lead the Beginners session and also lead our volunteers in some training. Lewis is providing lesson plans that guide the sessions. Lots of work has gone into this from Lewis. The Intermediate session will run with Martin as the lead coach. | Martin Reay |
| * **Treasurers Report (2019-2021) + 2021/2022 vision**   Report split in 3 different financial activities   * 2019-2020 Full season * The Wave Event * 20120-2021 Covid Off Season   2019-2020 Season  Actual Cash in was £5.7k (£500 over forecast related to prior year income)  75% of it represent the membership income (including the Surfing England membership for half of it)  Actual Cash out was £3.4k (£1.3k under forecast)  £610 delayed spend (training, kit replacement & trailer repairs) to next year  £750 insurance anomaly detailed in the membership report  The Wave Event  Out of the 88 spaces planned for the session, 40% are booked and fully paid, 30% booked not fully paid and 30% still available  We paid in February 2020 the 50% deposit to the Wave for the event based on the sessions planned at that time. Further details in this report  2020-2021 Season  No income Versus £800 of fixed costs  2021-2022 Vision  There is a list of mandatory investments required to enable the club to be ready for this season (circa £3k)   * £2k for the full trailer refurbish (outside+bodywork+wheels+Solar Panels) as it was static for +12 months * £1k for Lifeguard re-training + first aid + some new kit   We will also study and potentially invest in a new solution for managing the full membership process (more details below)  Finally, there is a high motivation to work on Fundraising this year | Laurent Motsch |
| * **Membership Report**   Anomaly in the finances showed that there was an issue for the second group of members registration – 55 members – we never received an invoice for their Surf England Membership. Membership payment is still in our account. All concerned have received an email about this situation. With options about what happens.  144 Members for the last season that we operated.  There are some issues sometimes regarding Surf England – hopefully we have been transparent about our dealings.  Can we make sure that on Membership form that it is clear that our Membership includes Surf England Membership.  Membership – dealing with Surf England – we have looked at our membership routine. Paper based is feeling longwinded now. Looking at how we can do this as an online option. This also allows us to be Covid safe, so we can do payments online as well. We are looking at being able to do this through Surf England. But more discussions to take place. Want to make sure that we also addressing safeguarding issues during sign in and sign out.  Possible that we can run our own system through our website but again still looking at this for the best fit option.  Lastly, we may outsource – but can be expensive so the other two options are better.  We want this to be as clear and as easy to use as possible. | Laurent/Paul |
| * **Committee Positions** * All current committee to step down and re-present themselves if wish to continue in position. * All positions available: * Chairperson – Martin Reay * Secretary – Simon Mitchell * Treasurer – Lauren Motsch * Events Manager (with 2 deputies) – Charlie Green, with Tom, Zak & Carl * Fundraising – Charlie Green & Martin Reay / MIke Green to help and support * Head Coach – Lewis with support from Karl / Cerys / Emily / Smudge * Safeguarding Officer – Neal Reay * Social Media – Simon Mitchell & Martin Reay to continue doing this! * Membership Officer – Paul Zuma Jay | Lead by Martin Reay |
| * **Any Other Business** * Dan to look at the First Aid kits and look at these for replenishing them. * Could Dan do First Aid training – as addition to Lifeguard training. * Blanchminister Trust – bid for support. * Pirate FM – are offering money for clubs * Coop – have us in there as a Club to get some support and funding. * Parent Rota for sign in assistance. * Better rota for the season so that 6 weeks is covered properly – we need to be professionally organised. * Surf coaches – can we look at our previous members to train up and they assist us with coaching. * Can we offer opportunity for someone to learn the Social Media role alongside Simon & Martin? * Can we offer the opportunity as a videographer for the club – spend some money on this option. * Can we offer more opportunities for Women within the club? * Use Emily Curry with the 13-15 year olds – may help them to re-engage. * Use the Veterans as surf coaches as they are being trained at the moment. * Check the club focus for ages, demographics and coaching. |  |

Minutes from the 2019 AGM are available