

TONBRIDGE ATHLETIC CLUB

Minutes of the 2025 Annual General Meeting

held at 7:30pm on Wednesday 26th February 2025

in the Pavilion

Present as per register: Tim Fagg (Chair of meeting), Dan Paterson (Secretary), James Taylor, Sally Emm, Diane Bradley, Vicky Curling, Maurice Marchant, Rachel Fagg, Mark Hookway, Nicky Slack, Grazia Manzotti, Stephen Daly, Nick Arnott, Charlotte Warren, Richard Preston, Cain Bradley, Anthony Bennette, Andy Poppleton, Mark Pitcairn-Knowles, Mark Omerod, Julie Goodge, Sarah Rabbidge, Nigel Brooks, Hary Kendall, Chris Hogwood, John Sanders, Lewis Church, Tony Fullbrook, Anthony Byron.

1. Welcome by Chairman of Trustees

Tim Fagg chaired the meeting and welcome attendees. He thanked everyone for supporting the Club including Athletes, Coaches, Officials, Volunteers and the Management Committee.

2. Apologies

Harriet Wooley, Ian Presnell. Dan Bradley, Michael Ellis, Andrew Bennett, Lucy Pitcairn-Knowles, Beverley Keech.

3. Minutes

The Minutes of the 2024 Annual General Meeting held on 26th February 2024 were agreed by those present. There were no matters arising.

4. Report of the Management Committee

James presented the Chairman's report expressing he was very proud to serve as Chairman over the past five years and intended to support and serve the club as much as possible.

James then presented the main report acknowledging leading performances in 2024 with specific mention of junior and senior internationals, noting that the strength in depth of performances were probably the best-ever for the club.

He thanked TAC organisers of the inaugural Penshurst relays where the club took first place in men's and women's races, the various Club nights, and other events including the rescheduled National XC where the U15 boys took gold.

James mentioned that the club had several challenges upcoming such as the renewal of the community use agreement in 2028 and various improvement works to be done by Tonbridge School and the Council, some of which has already been completed (all-weather shot arena, jumps and javelin runways).

He thanked coaches, team managers, ancillary helpers and supporting who support the clubs training programs, which are now spread across seven days a week between various groups including home and away fixtures.

James noted a more sustainable subs and remuneration model for the club will mean TAC can progress with more exciting plans such as the recently purchased minibus and the club is close to purchasing electronic timing equipment. More importantly the club needs to focus on a proper part-time workforce (volunteers, coaches, officials, and other management related roles) that can commit time and energy to projects and further development of the club including succession.

Finally, James congratulated Ian Presnell on his appointment as President for a three-year term.

At the conclusion of James presentation, he was thanked by Tim and received a gift from the Club for serving as Chairman.

James Taylor apologised for any errors or omissions in the report.

The full report is available on the Tonbridge AC website.

5. Treasurer's Report

Sally presented the accounts and apologised for the late submission noting that the accounts are available on the website.

Nicola Evans was thanked for producing the accounts and Tony Bennett for auditing them.

The Club continues to be in a healthy financial position with reserves of £182K and that there is still £20k due to Tonbridge which has been accrued in the accounts.

Additionally for the financial year, the club made a small loss for the year of £5k with notable items being:

- Higher subscriptions of £86k up from £79k the previous year.
- Higher donations of just under £4k.
- An increase in equipment costs of £22k, up from £8k the previous year mostly due to the purchase of Minibus and Cage repair.
- Higher Coaches expenses due to the new travel expense claims policy.

There was a discussion around next year's accounts having more analysis around growth and membership renewals. This will be possible given the new membership database implemented recently.

It was agreed to adopt the accounts for the period 1/10/2023 to 30/9/2024 by those present.

6. Appointment of Auditor

Tony Bennett was thanked for independently examining the accounts and for being willing to do the same next year.

7. Membership Subscription 1st April 2025-31st March 2026

The Trustees and Management Committee proposed to increase annual subscriptions to £150 per year (including the £20 England Athletics Registration Fee), from the current 2024/25 £119.

And an additional proposal was tabled to implement a new contribution structure supporting significant time commitments to TAC for Coaches, Officials and Key Administrative roles with an expected maximum cost of up to £46k per annum. This is composed of

- Paying coaches per session / week estimated to cost the club £27k per year
- Paying Officials per day and evening costing £7.4k per year.
- Creation of a TAC Club Manager role costing £5k per year.
- Contributions for key management committee roles (only if claimed) costing £6.6k.

There was a discussion about the advantages and disadvantages of implementing this change including potential disadvantages being that it may detract volunteers, whether it would foster the required succession for coaches, increase club performance, and finally the ability of the club to replace the role that Mark Hookway is doing.

However generally AGM members supported the idea expressing several obvious advantages and the need to support volunteers who give significant amounts of personal time to TAC and were supportive of the proposal, ultimately there was consensus that it would benefit the Club from a succession, community, development and performance standpoint.

Finally, the Management committee took away an action to confirm for next AGM the number of memberships paid by the Club, something which will be considered as well for the annual accounts.

It was agreed by all present that a total membership fee for the year 2025/2026 of £150 is appropriate with only one against.

It was agreed by all present to implement the full contribution proposal for the year 2025/2026 with only two against the motion.

8. Re-Election of Honorary Members

Life Vice President Dave Adkin, and the current President, Ian Presnell are not subject to re-election.

It was agreed unanimously to re-elect the existing Vice Presidents, who had all made significant contributions to the Club, namely: Dave Clarke, Chris Clinch, Sue Curtis, David Hull, Maurice Marchant, Michael Redhead, John Roberts, Paul Robertson, and Andy Yeomans.

9. Election of Trustees

A third of the trustees are required to stand down but may be reappointed.

Grazia Manzotti and Sally Emm agreed to stand down but were happy to be reappointed, and Steve Daly and John Madden stood for election. Finally, Mark Pitcairn-Knowles agreed to stand down and not be re-elected. This was agreed by all present.

Current trustees are Tim Fagg, Grazia Manzotti, Sally Emm, James Taylor, Steve Daly, and John Madden.

10. Election of Management Committee

Ian Presnell was nominated as President, James Taylor stood down as Chairman with Mark Pitcairn-Knowles nominated to take his place. Nicky Slack was nominated as Vice Chair.

<u>Position</u>	<u>Current Holder</u>
President	Ian Presnell
Chairman	Mark Pitcairn-Knowles
Vice Chair	Nicky Slack
Treasurer	Sally Emm
Secretary	Daniel Paterson
Membership Secretary	Ben Cowling
Coaching Coordinator	Michael Ellis
Volunteers' Coordinator	Graeme Charters
Home Fixtures Coordinator	Vacant
Club Welfare Officers	Chris Hogwood and Charlotte Hunt
Athlete Representatives	Lewis Church and Polly Pitcairn-Knowles
Health and Safety Representative	Mark Ormerod

There are also vacancies for officials, coaches, a social secretary, a fundraising coordinator.

11. Award of the Leslie Le May Trophy

This is awarded annually to those who have made a significant contribution to or on behalf of the club and can only be awarded once to the same recipient.

This year's award was presented by James Taylor and was awarded to Chris Hogwood for his contributions to the club.

12. Any Other Business

None

The Chairman thanked all the attendees. He closed the meeting at 8.34pm.