

Dartford and Whiteoak Triathlon Club AGM

Meeting Date: Sunday 12th November 2017 at David Lloyd

Attended-

Committee: John Doyle, Martin Heap, Paul Foreman, Lisa O'Keefe, Melody Kane, Heather Crofts, David Poland, Martin Nicholls, Andrew Walpole, Danny Pearce,

Members: Julie Hibbard, Michael Andrew, Dave Ballard, Alison Ballard, Roy Knight, Craig Ginn, Brian Downton, Chris Childs, Tanya Brightwell, Mark Milsom, Debbie Hazeltine, Janet Littlejohn, Terry Whitewick

Apologies: Rob Tyler, Kat McVicar, David Ringrose, John Setford

I t e m	Description	Action
1	<p><u>Welcome and introduction</u> John thanked everyone for coming</p>	
2	<p><u>Previous minutes</u></p> <ul style="list-style-type: none"> • ways to increase income • Pay as you go and monthly membership 	
3	<p><u>Committee reports</u></p> <ul style="list-style-type: none"> • Chairman Report <p style="text-align: center;"><u>Dartford and Whiteoak Triathlon Club 2017</u></p> <p>2017 has been a good year for Dartford and Whiteoak Triathlon Club with some very applaudable achievements. We have also had to address some tough problems, which have been historic. In order to firm up the foundations of the club to ensure the constitution reflected the current needs and the code of conduct and insurance policy are in line with working practices. (Chris Childs) legal adviser.</p> <p>With these changes we also need to ensure that members had a great time, kept fit, met their goals and continued to enjoy the benefits of fitness and friendships which underpins the club. To that end I believe we have been a resounding success.</p> <p>The club is run by volunteers and the coaches are paid in order that we have consistency and professional standards.</p> <p>The constitution of the club is that the club is run for the benefit of the members and that no individual should benefit over another, and that principal is the foundation block of the club and we have spent much time protecting and nurturing this principal.</p> <p>But this means that members and committee should work hard together</p>	

and enjoy the real sense of community, which makes our clubs so popular. There are many examples of that which have brought people together.

We must work hard to protect this principal.

Some of the highlights of the year have been:

1. Big numbers at local races such as Tonbridge, Sevenoaks, Holkham, Outlaw, and numerous achievements at Ironman distance
2. Bedgebury mountain biking organized by Martin Heap(and new one on 18th November)
3. The clubs big swim going from strength to strength which add a competitive club flavor.
4. The brilliant way Paul Foreman stepped in to organize the triathlon at Uckfield at short notice and had so many enter the event after Southwater was full up.
5. The Lanzarote Club trip organized by Dave Poland.
6. The summer aquathlon service by Bridge Events free to Dartford and Whiteoak members.
7. The success of the race and the organization and hard work required improving numbers against increased competition.
8. The sorting out of the legal documentation and leasing agreements for the lake.
9. The achievement of so many of our committed members and others and those that qualified for British Squad. David Farrell Mike Abouselam and Chris Childs
10. Running with Chris Barnett (Swanley running club) on Fridays and Craig on Wednesday evenings before swimming.
11. Man of Kent special thanks to Martin Nicholls AND HIS TEAM and Stella who puts in behind the scenes
12. Club social rides. Before swimming in summer months.
13. Having swimming at Dartford Pool on Fridays at Lunchtime.
14. Getting to be part of southern race series. (Great work by Andy Walpole)
15. Maintaining the website (Danny)
16. Having new kit ordered and distributed. (Brian Siddell)(Yellow and black everywhere)

Going forward, I believe the challenges are:

1. To put on as much high quality constant training as possible and to offer coaching as much as possible on the 3 disciplines and transitions.
2. To keep and maintain the membership headcount at around 85-100 members.
3. To offer some specific training.
4. To update the website so it's easy to join, find out about training and enter the race.

5. To increase the social activities and group togetherness as much as possible.

The club has always tried to listen to the members and the committee is always open to suggestions on how we may improve the club.

I personally would like to thank each and every member of the club for their continued support and also the hard working and dedicated committee that I have been proud to be part of. I hope that they will continue to develop the club in the way they see as being best for the members. I would also like to thank the coaches who have helped this year in particular Lara and Gareth. I would also like to challenge the coaches going forward to develop the members to the best of their abilities. I would also like to say a special thanks to Maria Mayell who has sponsored the club alongside Myself and has massaged many of you back to full fitness ...

Although I have only been chairman for a couple of years as many know I have been at the heart of running the club for about 7 years and I believe the club to be in a much better shape...

Going forward the club needs to focus on developing high quality training and great social and the infrastructure is in place to do so.

I shall continue to support the club in as many ways as I can by promoting membership and the race. And will continue to be a member and supporter to the committee.

We introduced a rule to ensure that the chairman's role has a limited time basis, so this should keep the club dynamic and ever changing and give others a chance add fresh new impetus and ideas.

So, I wish you all and your families a good Christmas and a healthy and happy time at the club ...

And I wish the new Chairman great success in his or her new role ...

John Doyle
Chairman

I would also like to thank my vice chairman Martin Heap for his wisdom and guidance.

- [Treasurers Report – see attached report from Paul Foreman](#)

Paul to send a copy of Whiteoak pool agreement to Chris Childs, who will look to see if it should be the responsibility of the club or centre to provide a lifeguard for a Wednesday night.

Chris Childs suggested having a coach and then a volunteer to support as an option. This will be covered by insurance. They will only be there to assist the coach

Regarding coaching – the committee will be meeting with coaches and they will be at the heart of training.

We have a positive bank balance of around £10,000, so that we can plan for long term or use for the clubs benefit.

- [Lake Report – Martin Nichols](#)

Unfortunately due to circumstances beyond our control, the Bridge Lake did not open until July as Dartford Borough Council decided to charge the club fees with no advance warning. This was very frustrating and hopefully will not happen again. Our thanks must go to Chris Childs and Dave Poland for taking on the negotiations at that time.

Swim numbers were down on previous years obviously not helped by the late start to the season. I did a Facebook survey to get a better understanding and hopefully can address some of the points raised. Only a small number have ‘voted’ and it is still on Facebook also any other feedback would be welcomed. It’s not too late. Your opinions are valued.

There were 2 Big Mile Swims this season, one of which took place on a Saturday afternoon as a trial at the end of September and proved more popular than the evening sessions. We have tried early Saturday morning previously and they weren’t a success.

We did the annual ‘Man O Kent’ this year unfortunately without the swim due to the late lake opening. About 20 took part with a social afterwards. Excess funds from this day went to the Alzheimer’s Association in lieu of car parking at Crosswater. They like us to make a donation as they kindly don’t charge us for its use.

I am standing down as Lake Manager for next season after 5 years in that role. Martin Heap as my second in command will take over the mantle

Many thanks to Colin and Julie in the kayaks for keeping us safe and well done to them on gaining the BCU Lifeguarding Award this year. Also to Dave Ringrose and Martin Heap on the shore side safety-marshaling role without whom the swimming would not take place. All of those who arrive early and leave late to help us clear up also deserve our thanks and I hope you all continue to support Martin.

John D thanked Martin for all his hard work and the professional set up. Mick A suggested Greenwich tritons to come to our lake rather than Leybourne etc.

Possibly invite other clubs? We would need to formally affiliate them with us. Chris C feels this is workable with the council and we are covered.

Chris C suggested keeping the Fri and carpool?

Julie suggested one fri a month?

	<p>Mid summer possibly start later and end later Start season with an interclub swim? Have to negotiate hours if we want more. Chris will also meet with Pinsents to question the legal charges.</p> <p><u>Website</u> Stuweb for race Webcollect – membership system – 78 full members Race – currently 31 sprint, 12 standard (10% discount up to end of Jan)</p> <p>Rebranding and improving the website Chris asked if we have a link informing members there is a Facebook Chris would like to check all legal bits – check the constitution. We need updated club kit put on Chris and Danny will meet to look at all legal bits</p>	
<p>4 A</p>	<p><u>Committee Members</u> All members stood down and re-elected. Thank you to John Doyle, David Poland and Martin Nicholls for all their input over the last few years. Those with an * indicate a new committee member Committee were reminded they need to attend 8/12 meetings</p> <p><u>2017/18 committee</u> Chairperson – Lisa O’Keefe, proposed Chris Childs, seconded Terry Whitewick Vice Chairman – Martin Heap, proposed Lisa O’Keefe, seconded John D Treasurer – Paul Foreman, proposed Julie Hibbard, seconded Brian Downton Secretary – Heather Crofts, proposed Chris Childs, Seconded Dave Poland</p> <p>Membership – Mark Milsom*, proposed John Doyle, seconded Heather Crofts Lake Manager – Martin Heap, proposed Craig Ginn, seconded Heather Crofts Kit – Craig Ginn*, proposed Martin Heap, seconded Dave Poland IT / Web – Danny Pearce, proposed Melody Kane, seconded Andy Walpole Club coordinator – Melody Kane, proposed Heather Crofts, seconded Dave Poland Social Secretary – Debbie Hazeltine*, proposed Dave Poland, seconded Lisa O’Keefe Clubs champs Coordinator – Andy Walpole, proposed Lisa O’Keefe, seconded Heather Crofts</p>	

B	<p>Race Director – Roy Knight and John Doyle</p>	
5	<p><u>Adjustment to Constitution</u></p> <p>None to be made at this time</p>	
6	<p><u>Thank you</u></p> <p>The club would like to express their gratitude to the following members for their commitment and support</p> <ul style="list-style-type: none"> • Chris Childs • Craig Ginn • Roy Knight • Julie Hibbard • Martin Nicholls • John Doyle • Niamh Woodhouse 	
7	<p><u>Honorary President</u></p> <p>Many thanks to Mick Andrews as he stands down. The committee would like to award Roy Knight Honorary president for 2017/2018</p> <p>Roy thanked the committee for their time over the last few years. He has seen a change for the better and feels the new committee will take the club forward.</p>	
8	<p><u>AOB</u></p> <ul style="list-style-type: none"> • Awards night – will take place hopefully at the Christmas party • For those not present we will do a presentation before a swim session • Chris Childs – has completed a leadership in fitness course. If there were interest Chris would be keen to run these on Wednesday and Sunday eves before the swim. It will be for all abilities (Chris will plan to begin Jan 2018). Dave Poland suggested Chris come to the next coach meeting. • Mountain biking at Bedgebury 18th Nov with Martin Heap – do the Bedgebury park run beforehand for those interested • Cycling (Danny) – discuss with Seeds affiliation – with a reverse – lake deals/swim deals and other events. Brian will discuss with Andy and Graham. Seeds are planning to use the cyclopark more next year perhaps this is something we can link in with • Lanzarote – March 2nd • La Sables – May 30th (Wed to Wed) 	

	<p><u>Questions from the floor</u></p> <ul style="list-style-type: none">• Mick Andrews asked how many have we had racing this year. This will be looked into for the awards.• Chris Childs wanted to know if the club had saved money by not having the separate lake license. Martin N / Paul Foreman informed her we have.• Chris also wanted to know if it would be cheaper to train club members up as lifeguards. However the cost of the course is approx. £300 which is too expensive. <p>Meeting closed at 9pm</p>	

2017/2018 Budget

	Item	Sub-Total	Total
Club Costs			
Pool			
White Oak Pool 50 weeks	£8,232.83		
White Oak Life Guard (Wed)	£500.00		
Fairfield 3 lanes for 39 weeks	£1,433.48		
Coach @ £25 per session for 39+50+50+50	£4,725.00		
Pool Total		£14,891.32	
Committee Meetings (Inc AGM)	£250.00		
Club Champs	£250.00		
Training Courses	£310.00		
Misc	£229.41		
Total Misc		£1,039.41	
Lake			
Water Test	£219.00		
Legal fees	£780.00		
DBC Lake Charge	£500.00		
Boathouse Fee	£500.00		
Lake Total (boat costs balanced by casual swims)		£1,999.00	
Total Costs			£17,929.73
Club Income			
Membership		£13,200.00	
29th Tri		£4,400.00	
Sponsorship		£500.00	
Club Kit Sales (net)		£200.00	
Total Income			£18,300.00
Annual Outcome			£370.27

Risks/ Assumptions:

- 1) Club House costs not included
- 2) No allowance for Visitor Centre
- 3) Kit sales assumed to be net positive
- 4) Lake casual swims back up to previous year's levels
- 5) All social events except Club Champs self-funding
- 6) Annual pool cost increase estimated at 2.1%
- 7) Membership & Race income at this year's levels

<u>DWOT Club Accounts 1st November 2018 to 31st October 2017</u>				
Item	Out	In		
Items from 2016	£86.12	£0.00		
Club Costs				
Pool Hire WhiteOak	£6,729.89			
Pool Hire Fairfield	£1,150.50			
Coaching	£4,755.00			
Training Courses	£310.00			
Club Equipment	£35.95			
Meetings	£244.75			
Website	£88.46			
Stationary	£0.00			
BIF Insurance	£105.00			
Club Publicity/Promotion (Banner)	£0.00	£100.00		
Club Championships	£250.00			
Unknown - unable to assign to category	£0.00	£0.00		
Club Income				
Membership	£150.00	£13,356.22		
Kit	£1,018.47	£827.96		-£190.51
Vests	£0.00	£20.00		£20.00
Club Sponsorship		£500.00		
28th Tri	£5,482.18	£10,065.38		£4,583.20
lake	£1,732.28	£218.64		-£1,513.64
Investment Account transfers	£17,100.00	£13,290.00		
Special Projects				
Club La Santa Trip Deposits 2017	£589.00	£589.00		£0.00
Club La Santa Trip Deposits 2018	£1,500.00	£1,500.00		£0.00
Les Stables Trip 2018	£1,920.00	£930.00		-£990.00
Uckfield Race entry	£1,110.61	£1,103.00		-£7.61
Xmas Bash 2016	£648.20	£671.40		£23.20
Xmas Bash 2017	£760.00	£1,891.50		
Items for 2018	£35.00	£822.00		Cost & Income for next year's race
Total Current Outgoings/Incomings	£45,801.41	£45,885.10		
Current Account				
Initial Balance	£341.16			
Net Transactions to date	£83.69			
Current Balance	£424.85			
Investment Account				
Initial Balance	£13,910.65			
Transfers Out	-£13,290.00			
Transfers In	£17,100.00			
Interest Payments	£4.82			
Current Balance	£17,725.47			
Total Club Funds				
Initial @ 1st Nov 2016	£14,251.81			
Current Total Club Funds	£18,150.32			
Notes - change from last year:				
1) £822 entries for next year's race				
2) More even cash flow due to monthly membership last year £144 per month this year £432 per month				
3) Additional Membership revenue, 7 extra members				
4) Increased profit from 2017 club race £553.71				
5) Lake safety and admin costs not covered by casual swim revenue				

Club Funds from 2014 - 2017

