



**Tyne Rowing Club
The Boathouse
Water Row
Newburn
Newcastle upon Tyne
NE15 8NL**

3 November 2011

Dear member

Annual General Meeting - 8.00 for 8.30pm - Thursday 24 November 2011

The Club will hold its AGM on 24 November at the Boathouse. Please find the agenda and papers attached or enclosed. The main business will be to receive reports, consider whether to increase subscription fees and to elect officers and other committee members. Motions will also be considered if any are submitted.

The committee has made nominations for next year's officers and ordinary members of committee as allowed under the constitution; names are in the attached papers. However, Individual full or life members may also nominate direct to the AGM, either for places not already covered or as an alternative to the committee nominations

The posts open for nomination are:

- Chair
- Captain
- Vice Captains (x2)
- Secretary
- Treasurer
- Up to 7 ordinary members of the committee

The committee has nominated for all posts except Vice Captain (Boats) and one ordinary member.

It is also open to all members to submit motions to the AGM. Under the constitution, nominations and submission of motions should be signed by 10 members eligible to vote, but do not be put off by this as we can usually assist in getting names for you.

If you are intending to nominate or submit a motion, please do so in writing or by email to me no later than seven days before the AGM, i.e., by 8.30 on 17 November 2011. Late nominations and notices of motion may be accepted by the AGM, but this is not guaranteed.

We hope to see you at the meeting.

Colin

Colin Percy
Secretary

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Tyne Rowing Club

Annual General Meeting

8.00 for 8.30pm on Thursday 24 November 2011

Club premises, Water Row, Newburn



Agenda

- 1 Welcome and appointment of chair for meeting
- 2 Apologies for absence
- 3 Minutes:
 - Annual General Meeting held 18 November 2010
Attached
 - Special General Meeting held 29 September 2011
Attached
- 4 Report of the Committee for 2010-11
To follow
- 5 Membership subscription fees for 2012
Paper attached
- 6 Election of Vice President, Officers and Committee for 2011-12
*Paper attached with committee nominations, but nominations welcome from members - please send to Secretary by 8.30pm on 17 September 2011 **
- 7 Consideration of motions
*Motions invited - to reach Secretary by 8.30pm on 17 September 2011 **
- 8 Any other competent business (as notified in advance to the Secretary)
Please notify the Secretary in advance of the intention to raise AOB

* Motions and nominations should be accompanied by the signatures of 10 members who are entitled to vote, although these are generally accepted on the night.

All squads, if out, are asked to be back in by 8.00pm to allow a prompt start at 8.30pm.

Colin Percy, Secretary

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V1 - 03 November 2011

Tyne Rowing Club**Annual General Meeting****Held at the Club premises on 18 November 2010****Minutes** - draft for approval as a correct record at AGM 24 November 2011

Present: Ian Wagstaff, Nigel Sprague, Lynne Michelson, Liz Bray, Bill Lowry, Russell Kernahan, John Bell, Alan Denton, Daniel Thirwell, David Robinson, Ken Hardy, Martin Bell, Jeremy Bell, Lindsay Miller, Tony Follows, Julian Ringer, Ian Boyd, Brian Dalkin, Chris Parsons, Dave Higgins, Dave Symes, Jen Woodhouse, Julian MacBride, Simon Dobson, Celia Robbins, Colin Percy

1 Welcome and appointment of chair for meeting

Nigel Sprague as President opened the meeting at 8.30pm and welcomed members. It was agreed he continue as chair for the meeting as a whole.

2 Apologies for absence

Martin Colquhoun, Ronald Bradbeer, Quentin Woolmer, Laura Clack, Tony Marshall, Thomas Preston, Gendie Lash, John Dalkin, John Goddard, David Sprague, Amy Ward, Si Forster, Graeme Wheeler, John Mulholland.

3 Minutes of Annual General Meeting held 12 November 2009

Draft minutes had been circulated with the agenda. They were agreed as a correct record.

A member asked re progress on clarifying the status and responsibilities of the club's trustees, as mentioned in the minutes. The Secretary, Colin Percy, said that he was in discussion with others still and hoped to bring some changes to the constitution and information on related matters such as insurance cover for trustees to the next general meeting (perhaps that to consider the 2009-10 accounts, which might happen soon)).

Another member asked whether trustees could or should be re-elected annually. The Secretary said that this was perhaps impractical because of the involved legal processes needed to replace trustees formally, but he would report back on this to the next general meeting.

4 (a) Minutes of Special General Meeting held 1 April 2010

Draft minutes had been circulated with the agenda. This meeting had covered accounts for the year ending 31 August 2008, a report on the Community Rowing programme and a report on developing a long term physical development plan for the club's land. They were agreed as a correct record. No matters arising were raised.

(b) Minutes of Special General Meeting held 23 September 2010

Draft minutes had been circulated with the agenda. This meeting had

covered accounts for accounts for the year ending 31 August 2009 and updates on the Community Rowing programme and physical development. They were agreed as a correct record. No matters arising were raised.

5 Report of the Committee for 2009-10

A written report on behalf of the Committee had been circulated with the agenda and later in a supplemental paper. Ian Wagstaff as Chairman spoke to his foreword, reminding everybody how complicated it was now to run a sports club and urging everybody to help. A written report from the Treasurer, Martin Colquhoun, outlined the likely outcome to 31 August 2010. The picture seemed relatively healthy, the Secretary said. The Chairman said that the work of the Development Group covered finances and that Group members would ensure that the necessary long term financial planning was kept to an extent separate from day-to-day considerations.

Chris Parsons as Captain outlined the 2009-10 season for by squad. He mentioned the two senior men's eights at Tideway (the first boat finishing 77th) and mens' crews qualifying for Henley. The club had done well at the Women's' Head and at Henley Women's Regatta, with an intermediate coxed four reaching the semis at the latter. The vets continued to row very regularly and in all weathers and competed in various guises. The junior squad was growing and had seen success in 09-10, notably at Hollingworth. He referred to the written reports on the learn to row courses and the novice and intermediate squads, which indicated very healthy growth. The arrival of the Community Sports Coach, Amy Ward, had of course helped enormously in many ways. He thanked Amy and the squad coordinators and coaches for their support.

Chris also mentioned the events run by the club - Rutherford and Tyne Heads and Tyne Regatta. All had gone well (and it had been the largest Rutherford ever) and produced healthy sums for the club. He thanked all the many people who had helped, but Gendie Lash in particular for her support in race control and to John Goddard for work behind the scenes on sponsorship for the Regatta. Thanks of course were also due to the sponsors, notably Port of Tyne.

Colin Percy as Secretary spoke briefly to his written report. He said that it had been a very busy year and the Committee had met 12 times in 12 months. He confirmed that the Committee was at last getting on top of admin tasks, notably creating an accurate list of members and ensuring that everybody was paying subs (correctly or at all). He looked forward to someone else on the committee carrying this through into 2011 with the cooperation of the Treasurer.

The meeting noted the report as a whole. The Chairman asked the meeting to thank Chris and Colin for their efforts, noting that Colin had been made Regional Volunteer of the Year recently. This was agreed.

6 Membership subscription fees for 2011

Colin Percy introduced the paper on subscriptions that had been circulated in advance with the agenda. He said the proposed increase in subs - a straight £1 per month across almost all categories - was needed in order to avoid a major jump and upset in a future year (as had happened last year). The greater percent increase at the lower end of the categories was perhaps fair, given the

high level of commitment from coaches and helpers needed to support juniors and new starters.

The following table of fees was agreed:

Membership category	Per month	Per year
Entrance fee	-	-
Life and honorary member (non-rowing)	-	-
Full member - rowing	£23.50	£282.00
Full member - rowing (full time student)	£12.25	£147.00
Full member - rowing (unwaged)	£12.25	£147.00
Full member - rowing (off peak)	£12.25	£147.00
Land based member (off peak)	£5.50	£66.00
Junior member - aged 14-17	£11.00	£132.00
Junior member - aged under 14	£6.00	£72.00
Temporary - varies, but based on above	-	-
Parent/volunteer helper/social	£1.00	£12.00
Boat racking (rent per seat)	£12.25	£147.00

7 Election of Officers and Committee for 2010-11

The following were agreed as officers and committee members for 2010-11, having been nominated by the outgoing committee as per the paper circulated with the agenda beforehand or as nominated and seconded at the meeting (shown by *).

Chairman	Ian Wagstaff
Captain	Chris Parsons
Vice Captain	Laura Clack
Vice Captain	Dave Symes
Treasurer	Martin Colquhoun
Secretary	Colin Percy
Members	Guy Clack *, Dan Cupit, Alan Denton *, Dave Higgins, Julian MacBride, Lynne Michelson, John Mulholland.

A vote of thanks to past committee members, particularly in relation those not standing again (Ailsa Hall, Laura Croisdale and Si Forster), was proposed and agreed.

8 Consideration of motions

Colin Percy said that he had received no motions prior to the meeting but that Russell Kernahan had table two motions just prior to the meeting. He read them out as follows:

- (a) This meeting calls upon the Committee to re-establish the practice of issuing a club membership card containing all the traditional information regarding officers, and committee members, rowing fixtures, social calendar, boathouse opening hours, training schedules, introduction of membership candidates, etc.

- (b) This meeting calls upon the Committee to issue a list of members and to display this list on the club notice board or other suitable location in the boathouse.

The chair allowed discussion on the motions. On (a), the Secretary said that a simple card was being prepared by Ian Boyd. Ian said it might not contain everything that Russell might want, concentrating mainly on the calendar, but it would be ready very soon. There was a discussion around the relative merits of printed material, use of the internet or a combination of the two. Liz Bray said that a full members' handbook was long overdue, whether printed or online.

On (b) the Secretary produced a list of members as at 12 November 2010. As previously covered under Item 5, he could not say that all those mentioned were paying correct subs, but this remedying this was in hand. He said tables summarising how many members were in each category/squad and in each of a number of age groups had been within his written report. There were 233 members, with 186 'active' if you took out those in honorary and (non-rowing) life categories. He said he would place the list on the notice board.

9 Any other business

Liz Bray as Water Safety Adviser said she wished to add to her written report which had been circulated as part of the supplemental paper under Item 5. She emphasised the need for ongoing care on outings, especially at nights and urged proper use of lights. There had been a relatively large number of capsizes, though most had not been serious and were in large part a result of much increased novice activity. The meeting thanked her for her work.

Members commented on the need to keep equipment up to scratch, for example cox boxes currently. Dave Symes as Vice Captain said that if faults were reported, they would be seen to as quickly as possible.

A vote of thanks to the President, Nigel Sprague, for his efficient and even handed chairing of the meeting was proposed and agreed.

The meeting closed at 9.37pm. The bar remained open.

Minutes taken by Colin Percy, Secretary

Tyne Rowing Club

Special General Meeting

Held at the Club premises on 29 September 2011

Minutes - draft for approval as a correct record at AGM 24 November 2011

Present: Simon Dobson (in the chair), Colin Percy (Secretary), Martin Colquhoun (Treasurer), John Goddard, David Herford (parent) and 20 members.

1 Welcome and appointment of chair for meeting

Lindsay Miller proposed and it was agreed that Simon Dobson take the chair.

2 Apologies for absence

Apologies had been received from John Bolter.

3 Accounts for year ending 31 August 2010

The Treasurer presented the accounts for 2009-10, which had been circulated in advance with agenda. Since the circulation these had been signed off by the Independent Examiner, who indicated no reason to question the accounts. Overall income had been £64,592 and expenditure £64,527, with excess of income over expenditure of £65.

Points he drew attention to included:

- regatta income down a bit
- coaching expenditure higher due to the new paid coach, but matched by income
- heat and light spend very low, due to credit being given on gas for previous overpayments (overall gas payments situation just resolved that day!)
- launch and towing costs up significantly
- rental income down a lot due to departure of Durham University BC

Overall, he said there were concerns about further loss of rental income, the increases in things like running of launches, grants for coaching running out and so on. The new committee would have to address these after the AGM.

Clarification was sought on race fees expenditure. It was suggested there should be a near equal income figure (allowing only for the club paying for national competitions). Committee members said that there was a now a system to ensure that all race fees were collected in. The accounts for 2009-10 perhaps hid this income, though it was likely it was not all had been collected in.

There was a query about collection of member subscriptions. The Treasurer said that efforts were made regularly to check payments, but it was not easy in all cases to link payments on bank statements to individual members. The meeting chair recommended that the committee renew efforts on this and collection of race fees. It was suggested that the club should explore again the possibility of using direct debits and the Treasurer said he would follow up.

In answer to a query, the Treasurer said that the item on disposal of fixed assets related to sale of a boat.

A motion to endorse the accounts was proposed by Lindsay Miller, seconded by John Mulholland and passed formally *nem con*. The meeting thanked the Treasurer for his work. It was proposed that Michael Harle continue as Independent Examiner of the accounts and this was agreed. The Secretary was asked to thank him for his work by letter.

4 Report on the likely receipt of a legacy

The Secretary said that the club was expecting to benefit from the estate of John Dalkin. It was taking the solicitors some time to resolve outstanding issues and there was no recent news on timing or the amount to be received. A figure of £100,000 had been mentioned in the past, but could not be confirmed.

There was discussion on use of the money, assuming it was of this order of magnitude. Although a vote was not taken, there seemed general agreement that the money should be used very largely on something lasting, probably 'bricks and mortar', to act as a permanent memorial to John. The family had not expressed any views to the club.

It was suggested that we use the money wherever possible to lever in or match other funds. One or two members present thought that we should not be too dogmatic about what we spent it on; it should not just sit in the bank for years waiting for a building scheme to emerge.

It was agreed the matter should be brought back to a further general meeting when the figure was known.

5 Report of work to date on developing proposals for physical development

The Secretary outlined the setting up of the club's Development Group under John Goddard and its work over the last year or two. A previous SGM on 23 September 2010 had considered a report on options and had endorsed in very general terms the recommended scheme, involving an extension eastwards and some refurbishment of the existing building.

Since the 2010 SGM, the Group had sought to bring down the cost of the scheme to something of the order of £300k rather than £500 (including all fitting out, fees and VAT). This involved reducing the floorspace and losing the modest ground floor boat storage area. The sketch floor plans circulated with the agenda for this SGM showed what was now proposed.

The outline costs before fees and VAT for the three main elements were:

Refurbishment of existing building	£35,000
New extension	£127,000
External works	£10,000.

Earlier in 2011 the committee has asked the group to progress the proposals by commissioning more detailed plans and accurate costs and obtaining planning permission. It was thought this would be needed to support funding applications from, amongst other, Sport England. This would have cost about £6,000 and would be met out of club general funds. The Group was moving toward getting three tenders for this design work when the committee (in September 2011) decided to freeze action pending the outcome of this SGM.

John said that he remained of the view that this was the best option to pursue, given the priorities set of increasing indoor training floorspace and enlarging changing facilities. It could be implemented with minimal disruption to ongoing activities, would give the club a much better and accessible public face and upgrade the essentially sound clubhouse boathouse. It would not increase boat storage by much, but the option of filling in the compound had been costed as an 'add-on'.

On the funding side, John said the possibilities had ben closing down. Newcastle City Council was unable to help on capital, likewise British Rowing. Sport England had at last launched its *Inspired Facilities* scheme. On the one hand this had turned out to be an un-bureaucratic and relatively simple scheme to apply to, but on the other was limited to £50k per club per funding round (approx two per year).

A member said that as external money was now very limited and thus a scheme costing £300k was unlikely to be funded, it did not seem worth spending £6k on more detailed designs and planning permission at this stage. Another member agreed that the tide did seem to have gone out since we started on this. Some members thought that boat storage was perhaps more of a priority than the committee and group had agreed, though the departure of Northumbria University had eased matters.

The merits of filling in the compound were discussed, either for storage or for some for of enclosed space for training and/or changing. If for storage, one member said, how about using some of the new boathouse for training?

A member said he had been looking at options for bridging over the old boathouse and providing upper floor indoor space but leaving the boat storage below in situ. He had obtained quotes for erecting simple steel frames and enclosing the upper floors. He had not costed fitting out, fees and planning, but thought the basic building envelope might be of the order of £50-60k. David Herford reminded the meeting that the total estimated building and fitting out cost (before fees and VAT) for the new extension was £127k.

It was suggested from the floor that given all the uncertainties, not least about the timing and amount of the legacy, then it would be best to put the whole matter into abeyance and to bring it back to another meeting when the legacy was clear - hopefully quite soon. As an addendum to this, another member said that this would give time for alternative schemes to be worked up properly by their proponents. Others said that spending the £6k on designs and planning would not be sensible right now.

John Goddard said that he respected the views of the meeting, but that if his Group could not progress the scheme now he felt it should be down to others to take things forward. He said he urged the club to carry on looking at sources of funding - there was still money around.

The chair for the meeting said in bringing this item to a close that he was sure the meeting would wish to thank, in particular, John Goddard, David Herford and David Fuller for their work in the Development Group. This was endorsed by the meeting. He said he sensed a lack of consensus on most issues and nervousness about spending £6k on fees and planning right now. He therefore recommended that the committee's stance of holding fire be endorsed and another general meeting convened when funding, in particular, was clearer. This was agreed.

A member said that it might be worth putting in for £50k under *Inspired Facilities*, given it did not need detailed designs and planning permission up front and did not need any match funding. It was agreed to recommend to committee that it put in an application for partial infill of the compound for training and/or changing facilities.

Tyne Rowing Club

Note for AGM - 24 November 2011

Membership subscription fees for 2012 - proposals for consideration

The Committee proposes that all membership subscriptions for 2012 calendar year should be as follows.

It is believed that, even with the rises, club subscriptions give incredible value for money (assuming you come down and take advantage of our facilities, of course).

We hope you consider the proposals reasonable.

Membership category or other provision	Per year 2011	Per month 2011	Incr per month	Per month 2012	Per year 2012
Entrance fee	-	-	-	-	-
Life and honorary member (non-rowing) *	-	-	-	-	-
Full member - rowing	£23.50	£282.00	£1.50	£25.00	£300.00
Full member - rowing (full time student)	£12.25	£147.00	£7.75	£20.00	£240.00
Full member - rowing (unwaged)	£12.25	£147.00	£7.75	£20.00	£240.00
Full member - rowing (off peak)	£12.25	£147.00	25p	£12.50	£150.00
Land based member (off peak)	£5.50	£66.00	50p	£6.00	£72.00
Junior member ** - aged 14-17	£11.00	£132.00	£9.00	£20.00	£240.00
Junior member *** - aged under 14	£6.00	£72.00	£6.00	£12.00	£144.00
Temporary - varies, but based on above	-	-	-	-	-
Parent/volunteer helper/social	£1.00	£12.00	No inc	£1.00	£12.00
Boat racking (rent per seat)	£12.25	£147.00	25p	£12.50	£150.00

* A life or honorary member who rows pays the appropriate full member rate.

** The 2012 monthly figure for 14-and -overs comprises subs of £12 and coaching supplement of £8.

*** The 2012 monthly figure for under-14s comprises subs of £6 and coaching supplement of £6.

Tyne Rowing Club**Nominations for Officers and Committee for 2011-12****Annual General Meeting - 24 November 2011**

The following recommendations for 2011-12 were agreed to be put to the AGM by the current Committee at its meeting on 18 October 2011. The retiring 2010-11 post holders are shown in brackets.

Chair	Simon Dobson	(Ian Wagstaff - part year)
Captain	Chris Parsons	(Chris Parsons)
Vice Captain (Boats)	No nomination	(Laura Clack)
Vice Captain (Rowing)	Laura Clack	(Dave Symes)
Secretary	Colin Percy	(Colin Percy)
Treasurer	Michael Windle	(Martin Colquhoun)
Members:	Martin Colquhoun, Alan Denton, Julian MacBride, Lynne Michelson, John Mulholland and Dave Symes (with 1 place to fill if these are all agreed)	
	(Guy Clack, Dan Cupit, Alan Denton, Dave Higgins, Julian MacBride, Lynne Michelson, John Mulholland)	

CP