



TYNE AMATEUR ROWING CLUB

Minutes of Annual General Meeting held on 30 November 2017

1 Welcome

- 1.1 AGM Chair Simon Dobson welcomed members present to the meeting. (Note Simon stood in at short notice for John Goddard, Chair of Trustees, who was unable to attend due to snow & ice.)
- 1.2 The chair reminded members of the sad loss to the club recently of two longstanding members: Nigel Sprague our former Honorary President and Bill Lowry a former Honorary Vice President.

2 Attendance and Apologies for Absence.

- 2.1 The following members (36) signed the attendance sheet.
Brian Dalkin, Chris Watson, Richard Page, Martin Bell, Ian Wagstaff, Debra Stratford, Ian Stratford, Owen Stratford, Luke Dixon, Jess Harris, Lee Dixon, Bernhard Kepplinger, Danny Hunter, Becky Walton, Alan Denton, John Thompson, Patrick Keown, Henry Galbraith, Claudia Turley, Dennis Hunter, Alex Leigh, David Higgins, Jack Hickson, Thomas Jackson, John Mulholland, Renske Herrema, Leah Kindleyside, Laura Clack, Vicky Marrant, Jerry Barker, Lyn Goldsmith, Claire Hughes, Jenna Angle, Lindsay Miller, Liz Bray, Colin Percy. Ian Jeffery, Phil Robinson, Simon Dobson.
- 2.2 Apologies were received from the following: (Note: weather & road conditions prevented many members travelling to the club.)
Jenny Hannant, John Goddard, Mike Windle, Dave Robinson, Freya Williams, Mick Williams, Alex Johns, Chris Barwick, David Smark, John Bland, Tom Hill, Liz McLoughlin, John Bolter, Ian Boyd, David Sprague, Gillian Davies; Jen Brown, Deborah Connor, Shelagh Lombard.

2.3 Three Proxy Voting Forms were submitted.

3 Approval of Minutes of AGM held on 9 November 2016

Minutes agreed as a correct record proposed by Laura Clack and seconded by Lindsay Miller, subject to the following minor corrections

- (i) J Mulholland was present at the meeting.
- (ii) Typos

4 Matters arising from the minutes – none.

5 Report of the Club Trustees

5.1 Two Papers were prepared and taken as read.

- (i) The club trustees are required to prepare a pro-forma report to the Charity Commission. The report has to be finalised and submitted by end June 2018, but is substantially complete.
- (ii) The report to TARC members summarises trustees' activity over the 2016-17 year (to 31 August 2017)

5.2 The Chair commented as follows.

- Developing a long term strategy for the club is a current priority for the trustees, working with the club's management committee.
- A diagram was handed out by Simon Dobson explaining aspects of club governance. Members were invited to comment. (Note: See also the Governance section on the club website.)
- Martin Bell was thanked for his work to rectify errors in the Constitution. (Note: This work is on-going.)
- Dennis Hunter asked that fundraising should be a dedicated role.
- The Chair thanked all members of the club's management team for their efforts over the year. Members showed their appreciation.

6 Report of the Club Chair

Phil Robinson's report was circulated via the TARC website. He noted the following.

- Thanks to his management team
- Thanks to the trustees for their overview and challenge role
- A welcome for Anthony Musgrave as our new Facilities Manager.

- There will be another safeguarding course in 2018, following the very successful training run by the club this year.
- Rowing is an expensive sport –both the fleet and maintenance, but finances are looking healthy with memberships increasing.
- The new building is approaching 2 years of age and we need to be mindful of repairs and renewal of facilities.

7 Treasurer's Report and Accounts for the year 2016-17

- 7.1 Copies of the draft Annual Accounts were available on the TARC website with printed copies tabled at the meeting. Ian Jeffery advised that the printed copies were in B&W so did not highlight in red, the previous year's introduction which still needs updating. This section is to be amended and is superseded by the Annual Report pro-forma. (See item 5.1 (i) above.)
- 7.2 The club is in good financial health, having purchased a number of new boats and other equipment over the year, whilst retaining a significant working surplus. Our loan repayments have exceeded the 5 year projections.
- 7.3 Queries on the accounts answered as follows:
- Staff costs are indicated on Page 8. Note that bar staff and cleaners are funded from the Bar Account, other staff from the General Account.
 - The auditor will advise on a query relating to the role of trustees as "Directors" for the purposes of the Companies Act. (Action – Dennis Hunter)
 - IJ confirmed the club is registered with HMRC.
 - The Chair noted that our largest income comes from member subscriptions and racking rentals, both of which are increasing. Dennis Hunter advised that new racking is currently being installed for 24 boats.
- 7.4 The draft accounts were accepted, proposed by Lindsay Miller and seconded by Danny Hunter.

8 Captain's Report

- 8.1 Jerry Barker introduced the report thanking his Vice captains Dave Higgins and Danny Hunter for stepping up when he was taken ill. He welcomed the club's purchases of new boats and exercise bikes and commended the club's positive environment, a place with a very special atmosphere which brings new members in and encourages volunteers. Jerry noted that the junior and womens' squads have had a particularly good year for achieving success in their rowing.
- 8.2 Dave Higgins observed that all squads have grown. The club can muster three Masters men's eights and three women's eights. The masters women have achieved a squad of 20 in their first year.

9 Water Safety Report

- 9.1 Colin Percy reported that the club is operating safely but there is always room for improvement. He noted the following.
- With increasing numbers wanting to row, the club needs to be more systematic and have review procedures. 22 incidents were reported over the year: 14 of these were straightforward capsizes.
 - Events safety is always important and this year's Rutherford Head introduced buoys for boats turning after the finish. Boats impeding the racing line and launch wash have been reported and will be investigated.
 - River Tyne Code has been reviewed by representatives of local clubs and there will be some minor updating, including arrangements for water skiing.
 - TARC aims to meet British Rowing requirements for regular swim tests and capsize drills, annual club audit, checking lifejackets and launch driving training.
 - The *Signing Out Board* has been reinstated. Please use it. The club records numbers participating and it allows us to check you are safely returned from an outing, and not locked out.
- 9.2 Dave Higgins proposed a vote of thanks to all involved in the organisation for a very successful Rutherford Head. John Mulholland noted that Gateshead Community Rowing Club allowed use of their

landing stage and that the Sea Cadets can now offer accommodation, food and refreshments.

10 Nominations for Trustees and Management Committee

There were no contested positions. Those nominated together with their proposer and seconder were read out and a vote taken in favour of appointment. (31 votes in favour of the trustee nominations, 39 for the committee, the latter total included proxy votes.) No votes against or abstentions. The chair noted that TARC now has its first ever woman captain.

11 Constitution & Governance.

Liz Bray noted that the trustees had devoted much time to these matters but no paper or proposal had yet been agreed. The item was included to allow members to raise questions. There were none.

12 AOB None

The meeting closed at 9.30 pm

The following papers were available to members to view/download/print from the club's website.

http://www.tynerowingclub.org/pages/agm_2017_270780.cfm)

- 1 Formal Notice of AGM and Agenda
- 2 Minutes of last AGM held on 9 November 2016
- 3 Report of the Club Trustees
- 4 Charity Commission Annual Return for 2017-18 (Draft)
- 5 Report of the Club Chair
- 6 Treasurer's Report and Accounts for the year 2016 – 17 (Draft)
- 7 Report of the Club Captain
- 8 Nominations for Trustees and Management Committee

Liz Bray Secretary to the Trustees