



# TYNE AMATEUR ROWING CLUB

## Minutes of Special General Meeting held on 5 June 2019

### 1 Welcome

- 1.1 Chair of Trustees John Goddard welcomed members present to the meeting

### 2 Attendance and Apologies for Absence.

- 2.1 The following members signed the attendance sheet.  
Koo Setch, Ryo Tachikawa, Charlie Lokes, Lauren Basey, Hannah Lindsay, Ben Stephens, Dan Hastings, Karam Haddad, Dan Grubb, John Ord, Isobel Smales, David Smark, Graeme Wheeler, David Robinson, Ben Robinson, Diane Wheeler, Jen Brown, John Mulholland, Lyn Goldsmith, Liz Bray, Colin Percy, John Goddard, David Higgins, Shelagh Lombard. (24)
- 2.2 Apologies were received from the following:  
Lindsay Miller, Ian Boyd, Keith Hotchkiss, Brian Dalkin, Richard Page, Richard Fergie, Martin Bell, Ian Wagstaff David Sprague, Deborah Connor, Caroline Imrie, Stephanie Klein, Ian Jeffery, Simon Dobson (14)
- 2.3 Two Proxy Voting Forms were submitted.

### 3 Presentation by Club Treasurer

(Given by David Robinson (TARC Committee Chair) on behalf of Treasurer Ian Jeffery.)

#### 3.1 Tyne Amateur Rowing Club Annual Accounts for 2017 – 18.

The draft accounts tabled for members at the November 2018 AGM have now been completed and signed off by the club's independent auditor and the club trustees. The accounts are now presented for member approval. The accounts give a positive picture from September 2017 to August 2018. The club holds a satisfactory reserve (£10,000) and the main changes in circumstances have been increased running costs – particularly wages and a reduction in bar profits. Maintenance costs of our facilities and boats are also rising.

### 3.2 **Responses to member comments & questions as follows.**

- Different rates are used for depreciation (E.g. 10 % boats, 20% gym equipment)
- Club is looking to obtain an accounting service more suited to our needs as a sports charity. There is now a need for “legal” accounts meeting charity commission public reporting requirements but also “management” accounts for day-to-day running of our sporting activity and facilities.
- Catering income queried. Proceeds from catering are often shown as a donation.(Refer to Treasurer for advice)

3.3 Acceptance of the 2017-18 accounts proposed by G Wheeler, Seconded L Goldsmith. Agreed unanimously

### 4 **Presentation by Chair of TARC Management Committee (David Robinson) – Report on Club Fees & Charges.**

Club fees have not been increased for 4 years and that period covers the first 3 years in the new building. An increase in junior fees has already been agreed in consultation with junior parents and will cover additional coaching costs in particular. The increase now proposed by the club’s management committee reflects what is considered reasonable to cover the increased range and quality of facilities on offer including running and maintenance/repair costs. The proposed increase will be effective from 1 September 2019 in line with the club’s financial year. (Note that members who have paid for a full calendar year in advance will increase their payment from 1 January 2020.)

### 4.2 **Responses to member comments & questions as follows.**

- Membership fees are mainly there to fund the running of the club. The fee increase is needed to cover costs shared by all members – insurance, repairs, loan repayment etc. The cost of new boats is often met by sponsorship, fund-raising efforts, donations, and grant applications.
- Noted: some members feel that there is uneven allocation e.g. boats, coaching. Inevitably there will always be some members who make more frequent use of the club or particular facilities, than others.
- “*Pay to Row*” – guests wishing to row should make a payment of £5 to cover expenses and insurance (ditto daytime community rowing for non-members)

4.3 Acceptance of increase of fees and charges proposed by Karam Haddad, seconded by Shelagh Lombard, agreed unanimously.

4.4 The chair proposed a vote of thanks to the Treasurer (Ian Jeffery) for the huge volume of work preparing the proposals for the meeting and for the day to day financial running of the club. The role is a major volunteer responsibility.

## 5 **Update Report: Chair of Trustees (John Goddard)**

5.1 Key points as follows.

- Trustees meet quarterly and delegate the main day-to-day running of the club and the sport to the Management Committee.
- A Strategic Task Group of Trustees working with advisors led by Ian Stratford is looking at the challenges facing the club: growing the sport of rowing, making best use of our facilities for encouraging healthy activity and remaining financially viable.
- A separate company (Tyne 1852) has now been established and registered at Companies House, to carry out the commercial or trading business of the club and make regular gift-aided donations of the proceeds to the club to fund delivery of our charitable objectives. An operating agreement has recently been adopted to govern the relationship between the club and its trading company.
- A new bar licence has recently been obtained, providing the club with a better legal position from which to trade. Note that there is no intention that the club will operate as a public house. It will not be open to the public after 4pm. The “family” atmosphere of the club is highly valued and will be protected. (Noted that this has been achieved successfully at Durham Amateur Rowing Club.)
- Tyne 1852 will have a new board of directors including non-executive directors.
- The Club Manager is a critical role. The vacancy is currently being advertised. The manager will be accountable to the club not Tyne 1852. Much has been learned from the previous club and bar managers’ time with us and the need for a better business infrastructure to facilitate the running of our club has been recognised. This is work in progress.
- A hospitality manager is also needed and this is currently under consideration. The role would cover catering, bar and facility hire and events/entertainment. The premises are already popular for family and local events (birthdays, christenings, weddings and funerals) music and quiz nights, meetings and training courses in the board room.)
- Alterations will be needed to improve the club premises to generate better income. The clubhouse is now in its third year and some facilities are showing wear and tear.

- The club is now of a scale that cleaning and repairs cannot be carried out fully by volunteers, though volunteer support will always be needed. The kitchen is a particular area of concern.
- 5.2 Better advance notification of events is needed and the use of the noticeboard at the club entrance was welcomed. Better communication in general is recognised as an area for improvement. This will be a responsibility for the Club Manager.
- 5.3 A vote of thanks was proposed to Ian Stratford for stepping up as temporary club manager. As a token of deep appreciation for his voluntary efforts, the management team have offered Ian life membership of the club.
- 6 Report by Tyne 1852 Directors** – Graeme Wheeler observed that most of his report had already been covered above.
- 7 Update Report Club Captain** Laura Clack was unable to attend.
- 8 Update Report Chair of TARC Committee. David Robinson**
- 8.1 Key points as follows.
- There has been a much increased volume of work for the committee due to the departure of the club and bar managers at the end of 2018.
  - Largest ever TARC entries in National Heads and regattas. This does lead to a higher demand for boats, coaching, general use of premises and equipment..
  - Minutes of Trustee and Management Committee are intended to be available to members but efforts over the last 2 years to develop a secure, members only online access have proved challenging. Shelagh Lombard (Trustee and Strategy Task Group) is currently engaged on this. It is not appropriate for our “housekeeping to be accessible to the whole world so members’ patience is requested while this is sorted out. Meanwhile if anyone wishes to view minutes, they are circulated to squad co-ordinators or speak to Liz Bray (Trustee Secretary) and/or Ben Robinson (Committee Secretary)
- 8.2 A vote of thanks was proposed to David and his team for their achievements to date over a very difficult period, keeping the club going, enabling so many of us to get out rowing and their on-going voluntary efforts on members’ behalf.
- 9 AOB - none

Liz Bray Secretary to the Trustees