

## **BROAD OAK SPORTS AND SOCIAL CLUB**

### **MINUTES OF THE AGM HELD ON 22nd JUNE 2011**

#### **Attendees**

Simon Cornwell  
Jan Sawyer  
Pat Fidler  
Tom Meakin  
Craig Becque  
John Carter  
Terry Horner  
Trevor Morgan  
Gerry Wheeler  
Geoff Craig  
Barry Pinhorne  
Gary O'Donnell  
Ted Andrews (Fellowship)

#### **Apologies**

Stuart Regnard  
Mark Pinhorne

1. The meeting opened at 17:30pm.
2. The minutes of the 2010 AGM were read and accepted with no changes. These were proposed by Ted Andrews and seconded by Gerry Wheeler.

3. **Finance Report**

Pat then read through the highlights of the 2010 accounts ending at 31<sup>st</sup> March 2011, focussing on the Bar trading account, Income and expenditure account and finally the balance sheet. She concluded that 2010/2011 had been a difficult trading year with a large reduction in bar trading coupled with reductions in other areas of the Business; however despite these issues the club remains in a healthy condition with suitable reserves available. Pat added she had received a letter from our auditors complimenting the club on its running, its prudence and the manner it had carried out its Business in these difficult times.

Pat also confirmed that the accounts had been reviewed and accepted by the Clubs nominated auditors.

Simon then asked the floor if they were happy to accept Jackson & Green as the Clubs accountants for this financial year, this was proposed by Terry Horner and seconded by Jan Sawyer.

4. **Chairman's Report:**

- a) Simon opened his address by expressing his deep sadness at the recent passing away of Alan Hicks, who had served on the committee for the last two years and represented the Hockey Club in a most professional and amenable manner. He added Alan was a true gentleman and will be sadly missed by the other members of the committee, and passed on his deepest sympathy to Alan's immediate family and friends.
- b) Simon then confirmed that discussions continued with BAE reference the extension to the current lease through to 2015, and hoped this would be concluded in the near future

- c) Simon then thanked Pat for the financial overview and personally complimented her on her outstanding effort and the time she devotes to the smooth running of the club. He added that the committee have great confidence and trust in her judgement and look forward to her continued support. He also passed on his thanks to Geoff for his running of the bar etc and asked Geoff to pass on his thanks to the staff.
- d) Simon went on to confirm the difficulties that the current financial climate had caused the club and emphasised that focus must be on increased sales and the capture of additional conference bookings to secure the long time future of the Club. He added he would review the current staff rotas with Geoff to see if a more economic and efficient pattern could be introduced.
- e) Simon then advised the committee that Stuart Regnard had resigned his position of Vice Chairman with immediate effect in order to focus his attention on other external commitments. He went on to thank Stuart for his years of tireless support especially around the refurbishment projects and his IT expertise; he added that Stuart had agreed to continue to support us around the conferencing facility and its IT requirements. Simon then asked the committee members to advise him by e-mail if they would be interested in considering taking on this role, but stressed that with the position comes responsibility, and the commitment to undertake numerous tasks and activities.

5. The following Committee members stood down and were subsequently re-elected for two years with no objections:

Jon Carter, Pat Fidler, Geoff Craig, Trevor Morgan, Gerry Wheeler & Gary O'Donnell

7. **Any Other Business**

- a) A question was raised as to the regularity of price checks against our brewery and other suppliers. Simon & Geoff confirmed that regular reviews are undertaken and a change in our suppliers is something we consider, and have recently implemented.
- b) Simon stressed the importance of not accepting bookings for the function hall without the completed forms and the **full remittance**, and that deposits were no longer acceptable. He reiterated the need for Geoff and his staff to constantly review the booking register and contact any provisional bookings that may have been taken and either secure the form and money or cancel the booking from our register.
- c) Tom asked as to the progress of obtaining curtains for the snooker room that can be draped when acts are on in the upstairs bar, Simon agreed to bring this to a conclusion in the very near future.
- d) The regularity of upstairs entertainment was discussed and it was agreed to proceed with just one act a month when new bookings are made.

- e) Simon discussed at length with Ted Andrews the need for the fellowship to consider moving their evening functions from Fridays to Thursdays, Ted understood the need for this request and agreed to adjust his functions w.e.f Dec 2011
- f) Ted asked if Security could be informed in advance of the fellowship Friday afternoon meetings so that the barrier can be raised to allow car access to the car park.

8 The meeting closed at 18:25

**Date of Next Monthly Meeting is Monday 18<sup>th</sup> July at 17,00pm**

Signed .....  
Chairman