**HOLME PIERREPONT CANOE CLUB AGM MINUTES 2021**

The AGM was held virtually on line on 14.12.2021.

**Welcome and Introduction**

**Protocols for an online AGM**

* As a registered Charity this AGM is a legal requirement and will form the basis of the report submitted to the Charity Commission.
* Our constitution allows for an online AGM
* The Charity Commission is accepting Charities holding online AGMs provided reasonable measures are taken to ensure due process takes place.
* Charity Commission returns must be filed by the 31st of December 2021
* The formal part of the AGM concerns the period 1st April 2020 to 31st March 2021, but trustees will report to a more recent date.

**Membership**

* After an initial decline at the start of the pandemic Club membership has strongly recovered.
* As at November 2021 we have 330 active memberships and 441 active members.
* HPPCC has the lowest membership fees of 7 local clubs surveyed.

**Presentation of Financial accounts – to be voted on by members present**

* The accounts for the year have been completed by the Chair as whilst a treasurer appointed at the last AGM this did not work out for various reasons
* The accounts have been audited by Guy Wilson who is a member of the club but has had no association with the accounting or finance.
* The accounts have been prepared on a receipts and payment basis, however, at the end of the financial year there one large bill owing, and this has been shown as a creditor.
* Club Treasurer accounting software is being used which makes accounting within our finance channels more accurate.
* Trustees were deliberately cautious and reduced all expenditure where possible
* It was impossible to predict at the start of the financial year what the year would bring, and whether membership income would hold up throughout various lockdowns
* The club received a grant from Severn Trent Water for £10000, hence the large amount spent on equipment
* Both income and expenditure were at 50% of previous year levels but we have made a small surplus on the year.
* Significant expenditure on equipment has been spent since April (£14k+) including purchase of new kayaks and replacement PFDs.
* Income from course fees has reduced as we have been unable to run as many courses as normal
* Insurance costs have increased significantly due to investment in new equipment
* Negotiating new agreement with the centre, plan to purchase and install two containers to significantly improve secure storage for our rafts and slalom equipment. This will increase the club rental costs.
* The club still retains a healthy balance and reserves and there was no financial need to apply for a sports club bounce back loan.

**Questions on the Club Accounts**

**Q** What was the 1 pm miscellaneous income?

**A** The Club has set up a new bank account and 1p was transferred to it by the Chair to test the account was working correctly before we transferred the club finds from the old bank account to the new one.

**Adoption of Financial Accounts**

* Our thanks go to Guy Wilson for auditing the accounts and offering to do this again next year.
* A formal vote on the accounts is required for them to be uploaded to the Charity Commission website.
* The Club accounts were adopted by unanimous on-line vote.

**Appointment of Auditor**

It was proposed to appoint Guy Wilson as Auditor for the 2021 – 2022 Financial Year

* Guy Wilson was elected as Auditor by unanimous on-line vote.

**Proposal for Change to the Trustees – to be voted on by members present**

* Motion from Trustees to change the constitution
* Constitution paragraph 12.3.b
* Change from
  + The maximum number of charity trustees is 10. The charity trustees may not appoint any charity trustee if as a result the number of charity trustees would exceed the maximum.
* Change to
  + The maximum number of charity trustees is 15. The charity trustees may not appoint any charity trustee if as a result the number of charity trustees would exceed the maximum.

**Election of Trustees – to be voted on by members present**

Existing Trustees seeking re-election

* Chair – Dawn Scott
* Coaching and Volunteers – Ian Scott
* Secretary – Ian Law
* Freestyle – Andrew Good
* Raft Racing – Beth Kirby
* Slalom – Liam Brown
* Stand up Paddleboard – Andy Brown
* White-Water – Andy Steel

The above Trustees were re-elected by unanimous on-line vote.

**Trustee Standing Down**

Vicky Kelly – Recreation

* Vicky has been supporting our recreational section now for a considerable number of years, and is regularly coaching and supporting our club paddlers.
* Vicky is standing down as recreation Trustee but will still be an active coach within the club.

Christina Noakes - Youth

* Christina has been undertaking the youth role for a number of years and has been supporting our junior paddlers.
* Christina will still be supporting our paddlers with coaching and coach courses.

The Chair expressed on behalf of the club members their warm appreciation for the contribution made by Vicky and Christina to the Club.

Dave Guntrip Treasurer

* David Guntrip has been unable to fully take on the role of treasurer this year and the role was handed back to the Chair.
* David still wishes to support the club by organizing the club touring trips. David was co-opted to this role by the Trustees.

**Nominations for Trustee roles**

The following have offered to stand either for vacant roles, or for roles newly created (if approved by the meeting earlier).

* Treasurer – Robin Randall
* Recreation – Trevor Tarlton-Weatherall
* Youth – Chris Newcombe
* Touring – Dave Guntrip

The above Trustees were re-elected by unanimous on-line vote.

**Review of past year and looking forward.**

**Coaching and Volunteers**

* This year has seen a significant change to the way in which sessions are booked
* As a result as a club we are confident that we have sufficient coaches for the right disciplines for the number of paddlers booked
* We have run a Paddlesport Instructor course, Sheltered Water Coach training for Canoe, Kayak and SUP and a Sheltered Water Coach Assessment.
* Congratulations to the following who have successfully completed a coaching or leadership award this year.
* Liam Brown, Karen Hornigold, Vicky Kelly, Beth Kirby, Ian Law, Luke Peacock, Tom Randerson, Tim Webster
* Andy Brown and Christina Noakes becoming award providers
* Special thanks to the club members who recently volunteered to support the recent Sheltered Water Coach rescue skills assessment and spent a very cold November day on and in the water.

Future plans

* Support more of our coaches to access Coach Assessments
* Ensure that all DBS checks are completed
* Support Coaches with accessing Continuing Professional Development
* Widen coaching opportunities for members across the disciplines

**Free Style**

* Unfortunately, we were not able to run pool sessions due to the loss of the normal pool and lack of pools willing to have own boats used
* 1 junior paddler was accepted on to the GB Junior Excellence camp and came 8th in UK championships

Future plans

* Identify another venue for pool sessions
* Arrange pre booked coaching sessions for paddlers as required and workshops
* Paddlers interested in Free Style paddling are encouraged to use the club Playboats and contact Andrew Goode to arrange coaching.

**Raft Racing**

* Intensive flat-water training prior to being able to access the course again
* Entered 2 teams into HPP Raft race competition and took first and second place
* Twice weekly training sessions now running
* Development weekend and Introduction sessions run for individual and teams

Future

* Further Development and Introduction weekends
* Support for all teams to race at British events
* Rafting within the community events
* GB selection

**Severn Trent Water Grant for Environmental Improvement Activities**

* Thanks go to Woody Snapper who submitted the bid on behalf of the club and congratulations on being awarded a BC Environmental Award
* The grant has enabled us to purchase 4 rafts, litter picking equipment and 8 Stand Up Paddleboards and other equipment
* Monthly litter picks have taken place since June when weather conditions have been appropriate and considerable litter has been removed
* Many thanks to Beth and Woody for organizing and managing these events.

**British Canoeing Community Champion Award**

* Congratulations to Woody Snapper whose contribution to improving our local water environment has been recognised by British Canoeing awarding Woody their 2021 Community Champion Award.

**Recreation**

* All sessions are now being run as pre-booked sessions, this allows the number of places to be customized to the number of coaches available and improves quality of experience for paddlers.
* A new gear logging system is being introduced to support kit being borrowed by members
* Plans are in place to develop a paddler pathway so that new paddlers can clearly see how they can progress to other activities within the club and explore what skills they need to gain.
* We have run a huge number of sessions April 21 to Dec 21 – 1250 people have accessed a flat-water recreational session

**Slalom**

* A whole year of slalom competitions was missed but Liam’s introduction work with schools has been exceedingly successful, 30 paddlers now on regular Junior training squads
* Slalom junior sessions now running 5 nights a week, with 4-5 paddlers per coach every session
* Paddlers starting to compete in their first competitions
* Plans underway for the next intake next spring for another group of paddlers

**Future**

* Congratulations to Liam, slalom coaches and the members of the slalom sub committee whose work has supported our slalom paddlers achieve many sporting successes and introduced so many young people to the sport.
* British Canoeing has recognised HPPCC as a Talen Partner Club and is providing financial support for slalom coaching for youth paddlers entering the sport.

**Stand Up Paddle Boarding**

* Stand Up Paddleboard Coach training organized
* One Coach qualified for WW and one for Sheltered Water
* Regular sessions available now for SUP each week

Future

* Future Sheltered Water performance award courses to be delivered
* Mentoring 5 paddlers on their SUP coaching development path
* Plan to train up providers to deliver personal performance awards

**Touring**

* A bit of a frustrating year for arranging trips, if they weren’t cancelled due to Covid the water levels were too high or too low
* Substantial difficulties being encountered now with parking at access and egress points, club trailer and car share may be the way forward

Future

* Plans to grade trips so newer paddlers know what the trip will entail and whether they are ready for the trip
* Researching touring trips and locations

**White Water**

* New booking system negotiated with the centre for access for club sessions
* 11 new WW boats purchased for use on the course offering a much better selection of sizes
* Bursaries obtained from British Canoeing to support the qualification of Stadium WW leaders which will boost our current delivery.
* Multiple sessions being run each Saturday and Thursday with capacity for up to 20 paddlers on the course at once
* Nearly 500 paddlers have accessed a session on the course since August 2021.

**Future**

* Plans to run more WW Trips to different venues when leaders are qualified
* Further safety and rescue training to be arranged
* Small Kayak trailer will be available for trips
* Thanks to Peter Wortley, James McIntosh, Stephen Wood and Simon Hale for their dedication and support week on week, and Andrew Good, Andrew Hamilton and Tom Randerson for their assistance when available.
* Next year promises to be a bumper year for activities with more leaders being trained and more activities being delivered.

The Chair thanked the coaches and volunteer paddlers who had recently supported the delivery of a very successful evening rescue skills session on the white water course which was one of the club highlights of the year.

**Youth**

* Ongoing support to paddlers

Future

* Ensuring young people have a clear pathway to disciplines and awards
* Supporting young paddlers to access the Paddlesport Instructor Award

**Any Other Business and open Q&A Session**

* Request for volunteers, including non-paddling parents or partners, to help run the welcome table on Saturday mornings
* Request for the Club to raise to British Canoeing members concerns with the deterioration water quality even without heavy rain resulting in regular closures of the white-water course and Winfield Pond.
* The Chair acknowledged this concern and explained to members that environmental concerns can be recorded with British Canoeing Access to Clear Waters website.
* If paddlers believe they may have suffered ill health as a result of poor water quality please can they report this to British Canoeing.
* Request was made for more paddlers to support the monthly litter pick paddles.

**Closing remarks**

The Chair expressed the warm appreciation of the Club to all the volunteer coaches and paddlers who have given so freely of their time in the past year to support our paddlers to develop members independent paddling skills to paddle competently and safely.

The Chair expressed her thanks on behalf of the Club to all paddlers for their support for new members and each other as this contributed to a very friendly, supportive atmosphere at the club.

The Chair thanked those present on line for their support and contribution to the club AGM and wished them all a Merry Christmas and Happy New Year.

**AGM closed**