**ORCA AGM – Monday 16th November at 7PM**

**Agenda**

• Opening remarks/Welcome – Secretary

• Chairman’s Report – Chairman

• Presentation of Accounts – Treasurer

• Resignations and Election of Committee/Office Bearers – Chairman

• Questions from Club Members – Secretary

• Any Other Competent Business for consideration at next Committee Meeting – Secretary

**Invited**

• All Club Members – Invites sent via Club Website Subscription list and Facebook

**Attendees**

Peter Keiran ORCA Club Chairman

Phil Minshall ORCA Club Secretary

Lisa Topham ORCA Treasurer

Andy Price ORCA Membership Secretary

Karen Burston Club Competition Secretary and Team Manager

David Rees Head Coach

Charlotte Taylor Deputy Head Coach

Deborah Madders ORCA Committee

Adelle Hart ORCA Committee

Anthony Hart ORCA Committee

Olivia Keiran

Lee Topham

**Welcome – Club Secretary**

The Club Secretary would like to thank all of the committee and coaching staff for giving up their time to attend the ORCA AGM 2020. Unfortunately in these times of a global pandemic we have to hold the AGM via Video Conference, it would be much better to hold this face to face but unfortunately not possible.

The AGM is an opportunity for ALL current members of the club to attend a meeting to discuss the running of the club, including the appointment of all of the committee roles that run the ongoing business of the club. This is an important annual meeting, but unfortunately not many of the non-committee members joined the AGM this year.

As the meeting was being conducted via Video conference, the committee decided to stick to the agenda as per the club constitution, in normal times we would have extended the agenda for reports from the Coaching team, Competitions secretary and other committee members.

The following pages detail the reports from the committee officials and the election of the committee for 2020/2021. Also included in AOB is the report from the Competition Secretary and Team Manager.

Due to COVID difficulties, the accounts presented at this AGM have not been independently audited before the AGM, the committee plan to arrange for this to be completed as soon as possible.

The Club Secretary then handed the meeting to the representatives of the agenda items.

Phil Minshall

Club Secretary

**ORCA Swimming Club**

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**Chairman’s report 16th November 2020**

It has been an interesting year due to the Covid 19 pandemic which has required the club to close for the best part of 5 months and resulted in the cancelation of all competitions.

When we did reopen in July it was a credit to the swimmers, parents, coaching team and the committee for ensuring we had safe environment for our swimmers to attend and begin to train once more. We took small steps at first and this allowed us to gain the confidence in increasing the availability of session for our swimmers, we were the only club to reopen in the way we did which shows our passion and determination for swimming and all involved in our club. So, I big thank you to all those who supported this and I’m sure you will be there again when we can reopen hopefully on the 1st week in December.

Lisa will provide a more detailed update to the clubs’ accounts but from my stand we are in a OK position with a good balance in the bank. The new committee will need to keep a close watch on costs going forward as we are not able to offer the service as before currently and this has an impact on our income which is needed to pay our bills.

As you all know Nicola decided to stand down around June time due to work and family reasons, I would like to go on record in thanking Nicola for all her hard work during her time with us. I was delighted when both David and Charlotte agreed to take their new roles as I believe this put the club in a good position to maintain and develop on the success we have had in recent years.

Finally as I step away from the club after nearly 10 years with 6 years as chairman I started to reflect on the journey we have come along with some great memories and also the hard decisions that had to be made to ensure the success and vitality of the club we know today, and I am privilege to say I was part of a great family which is ORCA. I would like to thank all those who have been part of the committees and club events to make this club a great place during my time as Chairman, I would like to personally thank Andy Price and Karen Burston for guiding me for all these years in the world of swimming.

I would like to wish you all the best for the future and I promise not to be a stranger.

Yours sincerely

Pete Keiran

Chairman

**ORCA Swimming Club**

**Treasurers Report to the AGM – Year Ending 31.08.2020**

The accounts of the club are prepared on a cash flow basis each year which takes into consideration all sources of income and expenditure and is also used to monitor the use of club funds over the financial year.

It should be noted that the club financial year is set by the club constitution and is currently 1 September – 31 August. All accounting of income and expenditure is run through Quickbooks Accounting Software this allows me to track all income more accurately and easily identify any non payers.

The overall position of the club is that finances are not always stable, whilst it largely manages to pay its overheads, it doesn’t seem to make a healthy profit either. Whilst the club has been affected by the Coronavirus pandemic, we are lucky that a reprieve from fees was given by OCL and we could claim from the Government for wages for staff on the Orca payroll.

In respect of training squad fees, the gold tier brought in a total of *£2045.67*, silver *£7309.00*, bronze *£3025.50* and National Plan *£2550.50*. It is clear the silver is the most profitable tier with gold being the least profitable.

The gross profit at the end of August 2020 was £25,970.52 but expenses totalled £24,811.75, so any actual net profit amounted to £1158.77.

***Membership & Training Squad Fees***

When setting membership and coaching fees the club/committee must consider the cash flow implications of all expenditure, from buying items for the tuck shop to pool hire fees and coaching wages.

In order to not fall into a deficit, I would recommend that membership and training squad fees are increased. This can be considered in more detail at the next committee meeting. We do need more members although I’m not sure how practical this at this moment in time, given the current government restrictions in place.

***Swim Kit Sales***

We sold items to the total of £37.00 over the period, this is not a great source of revenue as it mainly relates to the sale of swim hats, but we do need to maintain a stock of hats for new swimmers who join the club.

***Galas (Internal/External)***

There was a calendar of events planned earlier on in the year but these didn’t happen due to the Coronavirus pandemic, so there is no revenue from this area and it isn’t really a source of income for the club.

***Fundraising***

There have been no fundraising events that have taken place in this financial year. This is something that needs to be explored in the current financial year, by way of researching what, if any grants are available and whether we are eligible to apply.

***Appointment of Independent Examiner***

I recently proposed that we approach Jane Dransfield of JD Accountancy Services in Greenfield Oldham, she is not known to me or any other members of the club, as far as I am aware.

I have asked her in the past and she indicated that she is able to do this via the Quickbooks software and her fee would be in the region of £250.00

***Finally......***

Thanks to all the members of the committee who give their free time to help support the club.

Lisa Topham

Treasurer

**ORCA Swimming Club**

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**Resignations and Election of Committee/Office**

**Resignations of Committee / Office Bearers**

After 10 years of service to the club, Peter Keiran has decided to step down as Club Chairman. The committee would like to extend their thanks and best wishes for all of the work and commitment Peter has put into the club and bringing the club to the healthy position that it is today.

Kathryn Keiran has made the decision to step away as the Welfare Offices for the Club; again the Committee would like to extend their thanks to Kathryn for the help, support and service to the club.

Earlier this year, Nicola Lord stood down as Head Coach, the committee and coaching staff extend their thanks for all of the support and training provided to the swimmers and the support to the committee through her years of service.

**Election of Committee for 2020-2021**

In the meeting, the following committee members were proposed, seconded and accepted via ZOOM video conference.

 **Club Officers**

Phil Minshall - Chairman

Lisa Topham - Treasurer

Andy Price - Membership Secretary

Adelle Hart - Club Secretary

**General Committee**

Karen Burston - Competition and Team Manager

Martyn Parry - Team Manager

Olivia Keiran - Committee Member

 Deb Madders - Committee Member

 Michelle Thomas - Committee Member

 Anthony Hart - Committee Member

 Charlotte Elson - Committee Member

David Rees - Committee Member

Charlotte Taylor - Committee Member

**Welfare Officer**

Lee Topham - Welfare

**Any Other Business**

The Club Secretary gave opportunity for Any Other Business to be discussed.

1. It was discussed that an independent auditor of accounts be discussed at the next Committee meeting
2. It was requested that we discuss and have an update on Fees and OCL at the next committee meeting
3. The Competition Secretary provided a 2020 report, this is provided for all on the following page
4. It was requested to arrange the next Committee Meeting early in December 2020 to allow time to arrange for implementation of any new decisions before the end of the year.

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**Competition Secretary - Report (AGM 2020)**

This season was pretty much a no starter with The National Lockdown kicking in in March and putting a stop to everything.

**Central Lancs Team Galas**

**Junior League**

After being promoted to Division One in the Junior League, we managed to fit in one home fixture against Atherton & Leigh. It was very closely contested and we were just pipped at the post by a minor two points, at the end of a hard fought gala.

**Junior Jubilee League**

Orca were drawn against neighbours Rochdale and also Ashton Central in the 1st round of the Junior Jubilee. Our young swimmers put on a great display, finishing overall clear winners.

**Intermediate League**

Unfortunately, our Intermediate League squad never started out this year after being promoted to Division One, as our first fixture wasn’t scheduled in until June’20, and the Lockdown came into force in March.

**Senior League**

The senior League Squad started the season strongly winning their 1st two fixtures convincingly. With only two fixtures remaining Covid 19 stopped play!

**Open Meets**

No Open Meets had yet taken place this season.

We sadly said goodbye to our fabulous head coach Nicola, who stepped down from her position after many years. We wish her all the best and thank her for all the years she dedicated to making Orca the successful, friendly club it now is.

We welcome on board David Rees, our New Head Coach, who takes over the job in such difficult circumstances, and Charlotte who has been promoted to Deputy Head Coach.

We wish them all the best and can’t wait to see what the future has in store for all our Orcas.

Well done to all the swimmers, coaches, poolside helpers and parents/grandparents who always support us. We couldn’t do all of this without you.

Fingers crossed for a quick and safe return to the pool in December hopefully.

Karen Burston

(ORCA Competition Secretary & Team Manager)

**ORCA Swimming Club**