

Eastbourne Rovers Athletic Club

Dear Club Member,

Annual General Meeting 2023 Thursday 7 December 19.45 Clubroom Eastbourne Sports Park Cross Levels Way.

Please find below the agenda for your annual general meeting.

We hope you can attend.

Its an opportunity for you to come together, meet the committee and hear about key achievements and challenges facing our club.

We'll also request that you vote on the following items:

- Signing off last year's AGM minutes as true and accurate
- Signing off this year's account (These will be made available to you on the night)
- Approving the committee posts for 2024
- Approving the proposed membership rates for 2024
- Approving a motion to building up a track replacement fund of at £10k per annum to help with current and future maintenance and replacement of the running track.

There will be refreshments available. Hope you can make it. Please let us know you're coming so we can plan accordingly.

Best wishes

Mike Thompson: Chairman

Brian Slaughter: Secretary

Eastbourne Rovers Athletics Club

Annual General Meeting

At Eastbourne Sports Park Club Room

at 19:45 hrs (7.45PM) on Thursday 7 December 2023

Agenda:

Agenda Items

1. Chairman's Welcome and Introduction
2. Apologies for Absence
3. Minutes of the AGM held on 8 December 2022 appendix 1 – **to approve**
4. Executive Committee's Report – Annual report 2023 appendix 2 - **to note**
5. Hon Treasurer's Report and Statement of Accounts (available at meeting) **to approve**
6. Election of Honorary President, Vice Presidents, and Club Officers - **to approve**
7. Setting of 2024 Subscriptions

Executive Committee is recommending an increase in membership fees from April 2024 as per Appendix 3 - **to approve**

8. Executive Committee is recommending a motion to building up a track replacement fund of at £10k per annum to help with current and future maintenance and replacement of the running track. The background to this is covered in the annual report. **To approve**

Appendix 1 Minutes of the AGM held on 8th December 2022 held at ESP 19:45

Present: Sue Keen, Brian Slaughter & Liz Brandon (Life Members), Mike Thompson, Mike Brandon, Pete Standen, Anna Chaplin, Chris Voice, Teresa Mitchell, Richard Fox, Alison Fox, Richard Davis, Debbie Davis, Stuart Pelling, Steve and Sophie Hutchison, Ian Turner, Lucy Plant, Phil Wood, Jenny Brown, Ciaran Weldon

1. Chairman's Welcome and Introduction

Mike Thompson welcomed everyone to the AGM and especially into the new clubhouse installed February this year. Its an opportunity for you to come together , meet the committee and hear about key achievements and challenges facing the club.

Mike talked briefly about Angela Morgan and us all missing our long-standing friend and steward of the club. We will toast her a the end of the AGM proceeding but was sure she would be looking down on us giving advice at this time.

2. Apologies for Absence – Janis Long, Emma Davey, Mark Statersfield, Shania Martlew, Stephen Marsden

3. Minutes of the AGM held on 9th December 2021

The minutes of the meeting held on 9th December 2021 were taken as read and approved. They were proposed by Sue Keen and seconded by Debbie Davis

4. Executive Committee's Report

AGM Executive Committee Annual Report for 2022

a) Committee Structure

Thank you and well done to all this year's committee members.

Welcome to new members

Richard, Debbie, Emma, Teresa and Mark

Plus new member Steve Hutchison agreed at last meeting

We've met at least 8 times which is required under club rules

We've all gelled as an effective positive team, and have all rolled up our sleeves

b) Achievements

- Club Room (through sponsorship)- trackside presence , shelter and focal point for members
- Membership growth

289 total nearly as much as the Wave gym membership!

Row Labels	Count of Membership
Adult Track	36
Adult track 2nd claim	4
Adult*	3
BACS Payer	1
Child Track	98
Committee Membership	11
Couch to 5k - Road Runners	3
Family Unit - Track	37
Full Time University Student(part year) - Track (approval needed)	4
Lifetime Members	2
Road Runners	77
Road Runners 2nd Claim	5
Team Bodyworks Thursday Training Night	8
(blank)	
Grand Total	289

- Website revamp – thanks to Richard and Wordpress plus relaunch of newsletter- contributions welcome.
- Growth in membership driven by: Publicity – Herald press articles- particularly Sue Fry, Jenny, Richard and others
- Couch to 5 k programmes – thanks Richard Debbie Emma Teresa Annabel and others of course
- Our brilliant coaches, assistants and run leaders providing inclusive sessions where athletes thrive and enjoy themselves!

Cage funding (£22,752) is in place and an order raised with EA approved specialist contractor to install asap.

c) Coaching update and achievements

- Bryn Smith fastest overall in Sussex at 200m and came 3rd in the Southern Indoor champs with a PB of 21.5 secs. He is ranked 11th in the South East in both 100 and 200m.
 - Newcomer Nathan Burge ran as U13 and was ranked 4th in the 100m , 5th in 75m and 6th in 200m in south East – a great start to his career.
 - Ilya Korchev won both the Sussex Champs and Sx Schools champs 1500m and went to English Schools – only one from club this year. Chris may add more to this??
 - Our group is mostly U13s, a few U11s and U15s. We currently have 25 on the list, 15-18 most nights. Youngest age should normally be Year 6 (age 10-11).
 - Coached by Jenny and Sue. Hannah Messer (Jonah's mum) is doing the assistant coach qualification.
 - Several have moved on to Chris Voice's group successfully, with 2 more due to move after Christmas.
 - U13 boys and girls both won medals (individual and team) in the Sussex XC league and Sussex County XC champs earlier in the year.
 - U13 and U15 athletics teams were both 3rd behind Brighton and Crawley in most of their matches.
 - SAL 2023 as in the Track and Field League and we again with be in the top league
- Thanks Stuart

d) Road Running and Cross Country

East Sussex Sunday Cross Country League- currently second in this winter series, very close 71 members signed up for this which must be a record.

At the South of England Inter Counties XC this year we have 12 people been selected which again must be a record because we normally only have 1 or 2. Great credit to all involved.

Ellie McClean also went to English schools for U17 XC which was again a great achievement.

The executive committee's report was agreed. It was proposed by Lucy Plant and seconded by Jenny Brown.

5. Hon Treasurer's Report and Statement of Accounts (available at meeting- on screen)

2022 saw club activities and finances returning to pre covid levels. We saw a significant increase in membership subscription income which was 45% up on the previous year at £17,000 versus £12000. Obviously, we are comparing this to a covid year but if we compare to the 18-19 pre covid year it is 30% up. This is the highest level we have had for a few years so really positive for the club.

We also had £3000 grant income awarded from the John Jackson Charitable trust to put towards the cage repairs, so this has been added to our restricted reserves cage fund bringing this to £13,000 at the year end.

Our total income overall was very slightly down on the year at £25,787 versus £26,646, but only by £859. Last year's income included £12,000 of grants and sponsorships.

As you'd expect with coming out of covid restrictions our expenditure increased on the year to £19,323 versus £6,190 but this in line with pre covid expense levels.

Within this expenditure:

- Track hire increased to £9,968 compared to £3,667 LY but again this is in line with pre covid levels.
- We saw a significant rise in course fee expenditure, mainly from Road Running section as they were successful in recruiting new running leaders.
- Our clothing expense increased on the year to £1000 but this was fully funded by a generous sponsor.

Our biggest significant purchase in this financial year from our restricted ring-fenced funds was for this clubhouse and this is now capitalised as an asset in the accounts with a 10-year depreciation policy.

We ended the year with a total income over expenditure of £3,300.

The Honorary Treasurer's report was accepted, it was proposed by Stuart Pelling and seconded by Liz Brandon.

6. Election of Honorary President, Vice Presidents and Club Officers

Post	Nominated	Proposer/Seconder
President	Janis Long	Sue Keen/Stuart Pelling
Vice Presidents	Mr Tom Stoner Mr Mike Stoner Mr Mike Brandon Mrs Mary Bowley Mr Graham Weir	Liz Brandon/Chris Voice
Chairman	Mike Thompson	Steve Hutchison/Richard Davis
Vice Chairman	Elected at the first committee meeting held in January	
Hon General Sec	Brian Slaughter	Pete Standen/Teresa Mitchell
Hon Treasurer	Lucy Plant	Debbie Davis/Sue Keen
Hon Membership Sec	Anna Chaplin	Stuart Pelling/ Teresa Mitchell
Track & Field Sec	Brian Slaughter	Mike Thompson/Stuart Pelling
Coaching	Sue Keen	Liz Brandon/Debbie Davis
Co-Ordinator		
Other Committee members	Stuart Pelling Richard Davis Debbie Davis Emma Davey Theresa Mitchell Mark Statersfield Chris Voice Steve Hutchison Richard Fox	Liz Brandon/Jenny Brown

Sue spoke on behalf of the committee to propose Stuart Pelling as a new Life member and described his contribution to the club over many years.

Proposed by Sue Keen and seconded by Liz Brandon.

7. Setting Club Subscriptions for 2023/2024

The Executive Committee has decided to raise the annual subscription fees for 2023-24 as set out below.

Appendix 1 Membership Rates April 2023 to March 2024

The Committee are proposing an increase to membership rates April 2023 to March 2024.

Membership fees have remained the same for 3 years and our club is now facing higher costs. We've been slowly building up a track maintenance, facilities, and improvement fund for future generations as there are financial constraints facing key partners responsible for running and maintaining the Sports Park facilities.

We're looking to raise funds through grants and fundraising activities over the coming years to compliment any extra income generated from membership fees. Most of the membership fees cover the running costs like track hire fees, track competition fees, club affiliation fees.

We're also proposing to include the additional England Athletics affiliation fee (£17) within the full (track) membership fee as this is required for individual athletes' competitions.

Eastbourne Rovers Athletic Club is affiliated to England Athletics and members enjoy the reassurance of public liability insurance and key governance policies – Examples of these are.

- Codes of Conduct for Coaches Athletes and Officials.
- Safeguarding and Inclusion.
- Subsidised prices and sometimes free courses for coaches, officials, leaders

We're therefore proposing to increase the full membership by 5.7% and road runners by 5.2% as per the table below. On a weekly basis the proposed fees will be £1.73 pw for the track and 75p per week for road runners.

Membership type (pa)	Existing 2022 to 23 (pa)	Proposed 2023 to 24 (pa)
Full (track)- adult - child	85 plus EA affiliation fee 15	107 (includes EA affiliation fee £17 as required for competitions (so true fee is 90)
Family (track)	175	185 (does not include EA fees)
Road/cross	37	39 (option for EA affiliate additional £17.00 – still recommended as required for cross country
2nd claim road	37	39
2nd claim track	85	90
Concessions for low income	Committee approval	Committee approval
Over 65's concessions		Track 53.50 road: 19.50
Full time university student (track) Half price	42.50	53.50
Bodyworks half price	42.50	53.50

Members are requested to approve these proposed membership rates (above) from 1 April 2023 to 31 March 2024

Proposed by Sue Keen and seconded by Chris Voice.

8. Close of Meeting

The meeting closed at 8.30pm and refreshments were served with a toast made for Angela Morgan.

Appendix 2



Annual Report Eastbourne Rovers Athletic Club 2023

BY MIKE THOMPSON CHAIR ON BEHALF OF THE MANAGEMENT
COMMITTEE

Chairmans Forward and Summary

Welcome to the 2023 Annual Report. Here you will read about all the remarkable things that have happened with Eastbourne Rovers Athletic Club during 2023. It'll cover the achievements, successes, as well as the issues currently facing our club and opportunities for the coming year and future years.

2024 will be Eastbourne Rovers 130-year anniversary, one of the oldest Athletics Club in the land.

As elected Chair four years ago, It's been a privilege to help steer the club through management changes at the Sports Park, the pandemic, the closure of the throwing cage in 2018 and eventual re-opening this year, and then helping grow the club membership post pandemic.

We are all volunteers here at Eastbourne, and I would like to especially thank all the volunteers, coaches, officials, parent helpers, team captains, committee members for their contribution towards developing our fabulous club.

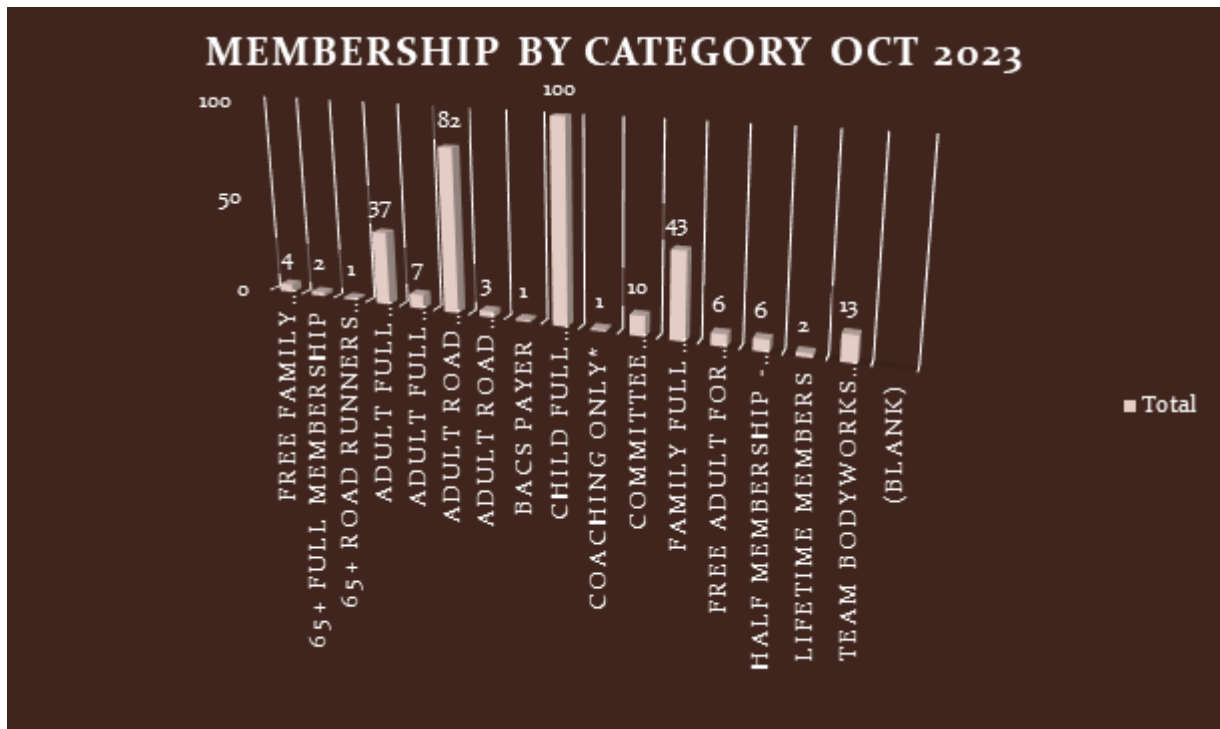
More have stepped forward this year helping to deliver the coaching sessions or taking the lead in arranging teams for matches in the junior leagues. This makes a fantastic difference, especially to youngsters taking their first outings to competitions like the U13 U15 YDL cross country leagues. A big thank you from all of us.

Membership

Membership has held steady this year, growing a little and now stands at 318.

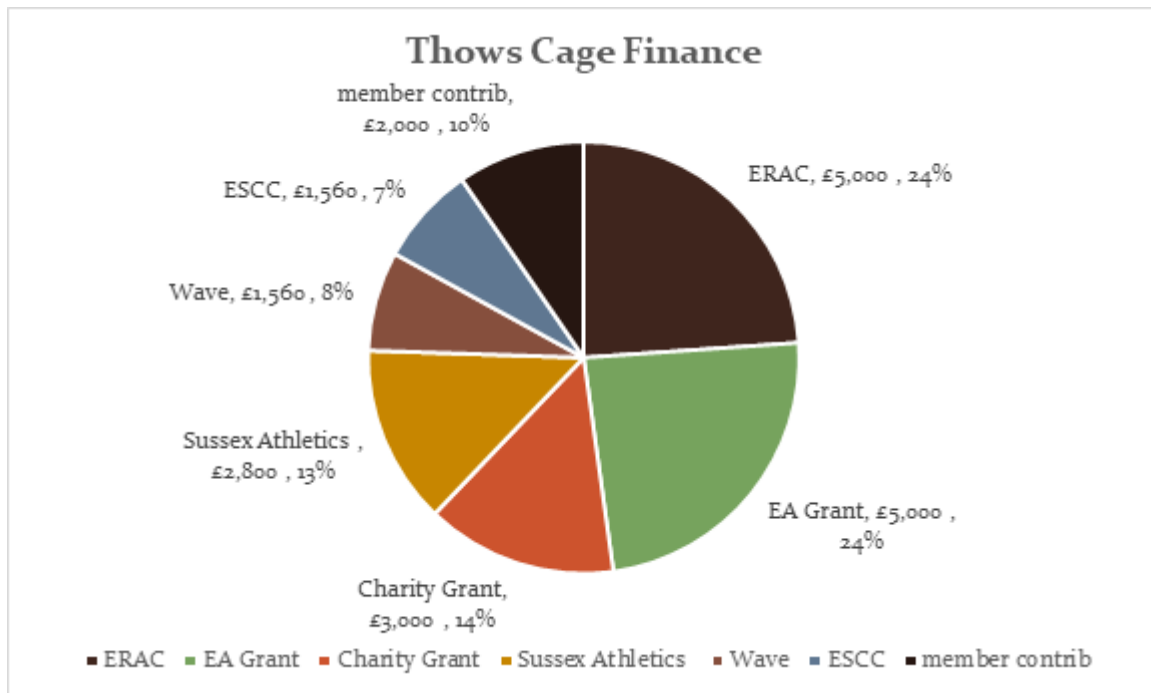
Current Membership as at 31 Oct 2023

Row Labels	Count of Membership
Free Family membership for approved applicants only	4
65+ Full Membership	2
65+ Road Runners & XC	1
Adult Full Membership	37
Adult Full Membership 2nd claim	7
Adult Road Runners & XC	82
Adult Road Runners & XC 2nd claim	3
BACS Payer	1
Child Full Membership	100
Coaching only*	1
Committee Membership	10
Family Full Membership	43
Free Adult for approved applicants only	6
Half Membership - for full time uni students or members living 60+ miles away	6
Lifetime Members	2
Team Bodyworks Thursday Training Night	13
(blank)	
Grand Total	318



The Re-opening of the throws cage

A partnership approach to funding enabled us to deliver the completion of the throws cage this year. Even then it took us 5 years to achieve this. I'd like to thank club members including the late Angela Morgan and another member who wishes to remain anonymous (with a capital P!) for your support in the completion of the cage.



Pole-vaulting

As a committee we acknowledge the severe financial constraints facing statutory and other partners, so we will adopt the same sort of approach to tackling pole-vaulting. Pole-vaulting ceased this year because the landing mats no longer meet the required health and safety requirements. It will cost around £25 k to rectify and offer coaching sessions and competition again.

All weather running track

The running track also faces a similar risk of closure. We know that the track is now 23 years old. It is a good quality track and, so far, has stood up well to the test of time, many pairs of shoes and more recently the ability bike sessions.

The inside lane is now showing signs of wear and at some time between now and maybe 5 years the regular Trackmark inspections may call for an immediate or phased track renewal (whole or partial). So, we need to be ready for this possibility. Without us taking a lead there is a risk of all of us sleepwalking into this scenario.

This is the reason I have tabled a motion recommending we agree to identify £10k per year within our accounts as a ring-fenced track replacement fund.

Even this amount will not be enough to pay for track improvements. We will still need to raise additional income through events, grants, and sponsorship. At the very least it will demonstrate our club's commitment in ensuring current and future generations continue to enjoy the experience of training and competing on the track.

At some point within the year, we may need to arrange a special general meeting to agree further changes in our club rules.

This year we have looked at distinct options regarding the benefits or otherwise of incorporation and becoming a community interest company, obtaining charitable status, or a community amateur sports club. There are pros and cons to each of these and any changes to our rules will need your (members') approval.

If anyone can help the committee navigate through these various options, we would be very grateful.

However, we currently remain unincorporated which means:

We are a club run by the members for the benefit of the members and with little or no outside control other than those requirements imposed by our national governing body England Athletics.

Athletics Achievement 2023

I've been reviewing the news items throughout the year, and I can honestly say what a fabulous year we have had across the board, whether it is the various leagues, on the track, on the road or cross country. There has been some brilliant performances which we will be celebrating at our awards night in February 2024. So, congratulations to all our athletes and a huge thank you to all our coaches, parents, friends, and families who have all contributed to making this happen.

Appendix 3

Membership fees April 2024 to March 2025

The Committee are proposing a small increase to membership rates April 2024 to March 2025.

Our club continues to face higher costs. We have been slowly building up a track maintenance, facilities, and improvement fund for future generations as there are continued financial constraints facing key partners responsible for managing and maintaining the Sports Park facilities, especially the track.

Our club's main source of income is membership fees. Whilst we seek to keep the annual fees as affordable as possible, we want to ensure future generations continue to benefit from a good quality safe running track. We are also looking to raise funds through grants and fundraising activities over the coming years to compliment any extra income generated from membership fees.

Most of the membership fees cover the running costs like track hire fees, track competition fees, club affiliation fees, but increasingly we are having to fund the cost of essential equipment e.g. throwing cage, pole vault mats, long jump boards. We have also re-introduced strength and conditioning sessions on Monday evenings (subsidised rates) and from November 2023, introduced a weekly indoor studio session for younger athletes until March 2024. The hourly cost of hiring the Sports Park Studio is £20.00 (normally £25 per hour) We also pay £ 12,000 pa for track hire.

We are also proposing to include the additional England Athletics affiliation fee (£19) within the full (track) membership fee as this is required for individual athletes' competitions. Also, as an England Athletics Affiliated club we think it right for any club member over 11 years old to become individually affiliated to EA on joining the club and it is required for competition.

- Eastbourne Rovers Athletic Club is affiliated to England Athletics and members enjoy the assurance of public liability insurance and key governance policies – Examples of these are. Codes of Conduct for Coaches Athletes and Officials.
- Safeguarding and Inclusion.
- Subsidised prices and sometimes free courses for coaches, officials, leaders
-

From April 2024 the Club Affiliation fee is increasing from £150 to £200 pa.

We have also carried out comparative analysis regarding other athletic clubs 'membership fees and we are comfortable our membership rates are broadly comparable, and in some cases much cheaper. In some clubs members pay additional track fees on a pay as you go basis in addition to their published annual membership fees. We are not proposing to do this.

We are therefore proposing a minor increase in the membership fees as per the table below.

Membership Rates (existing and proposed)

Membership type (pa)	Existing 2023to 24 (pa)	Proposed 2024 to 25 (pa)
Full (track)- adult - child	£107 (includes EA affiliation - so true fee is £90)	£112 (includes EA affiliation fee) true fee £95
Family (track)	£185 (does not include EA fees)	£195
Road/cross	£39 (option for EA affiliate additional £19.00 – still recommended as required for cross country and other competitions)	£44
2nd claim road	£39	£44
2nd claim track	£90	£95
Concessions for low income	Committee approval	Committee approval
Over 65's concessions	Track £53.50 road: £19.50	Track £56.00 road: £22
Full time university student (track) Half price	£53.50 (includes EA fee)	£56.50 (includes EA fee)
Bodyworks half price	£45.00	£47.50

Members are requested to approve these proposed membership rates (above) from 1 April 2024 to 31 March 2025

Appendix 4

Motion

To approve Eastbourne Rovers Athletic Club aims to establish track replacement fund of £10,000 per annum or more if possible. Also to endorse our approach to fundraising and negotiations.

Background

Our aims under our constitution and rules are to provide local residents aged 9 and upwards , opportunities for athletic competition, coaching and training , and to expand athletic opportunities in the community.

Our track is over 23 years old . It was last UKA Trackmark inspected in Dec 2021 and we are due for another inspection in Dec 2024 and they made the following recommendations: We've cut and past the overall summary directly from the report. These costs are indicative and do not include VAT.

Summary of Current Condition and Recommendations from UKA TrackMark report Dec 2021 below

SUMMARY OF CURRENT CONDITION AND RECOMMENDATIONS		
Timeline	Recommendations	Approximate cost (excl VAT) at the time of report
Immediate works required	<i>None required</i>	
Work recommended before reaccreditation in 3years	<i>The track surface, including high jump fan, javelin runways and the long/triple jump runways should be professionally cleaned to ensure the performance remains comparable to that of the main track.</i> <i>In addition, the running rail should be removed, cleaned, and repositioned accurately to ensure no safety hazards are present.</i>	<i>Approx. £11,000</i>
Long Term Works Recommended	<i>As the surface gets older it is likely that the surface will get harder. In the long term this may result in the shock absorption of the track to not meet WA or EN 14877 shock absorption minimum requirements (≥ 25%). It was noted at this stage that the polymeric surface was still suitably within tolerance for EN 14877. When the surface becomes too hard it is recommended that the surface is either replaced or a new non-porous layer is installed on top of the existing surface.</i> <i>Option 1 – Resurface of the Athletics Track</i> <i>The existing surface will be taken up and disposed of, and then a new surface installed. (it was noted that the thickness measurements were regular, with a minimum thickness of 12mm and a maximum thickness of 16mm, this suggests that the macadam base underneath should be suitable in relation to surface regularity requirements for a new surface to be installed during a refurbishment project)</i> <i>Option 2 – New Layer of EPDM Rubber Crumb</i> <i>The existing surface will be overlain with a new layer of polyurethane with embedded red EPDM rubber crumb. It is anticipated that approx. 4mm will be added.</i> <i>Commissioning Labosport to undertake a full condition survey of the track when a respray / refurbishment is being considered will provide an in depth analysis of the track surface, with any salient points noted and with a detailed budget estimate that can be used to enter discussions with funding providers. A full condition survey can then be used as a basis to write a works specification to enable tenders from suitable track construction companies to be sought.</i>	<i>Approx. £300,000</i> <i>Approx. £205,000</i>

IMPORTANT: A Unit 1 TrackMark report provides an expert inspection of your track surface. The table above details short/medium/long term issues and provides outline costs for remedial work.

However, every track is different and, if major remedial work has been identified then it is essential that a SAPCA accredited Track & Field consultant is appointed to support you in the development of a detailed resurfacing specification as well as key stage inspections throughout the resurfacing project.

We do not own the track and we currently hire the track at a cost of £12k per annum. Eastbourne Borough Council, East Sussex County Council, South Coast College , own the track and Wave Active manage the facility under a partnership agreement which we are not party to. The day to day management of the track is undertaken by Wave Active Staff and Ide Virde , the Council's contractors are responsible for the track cleaning ,grass cutting, repairs and maintenance plus the maintenance of the sandpits and throwing, jumping areas. I think its fair to say these arrangements are sub optimal and the facility is in a process of decline.

We've had numerous meetings with Wave Management, contractors , and have escalated to Council Leaders. Currently there is little money amongst the partners and little or no commitment to set up a partnership approach to track replacement fund.

Eastbourne Rovers , being the only Athletic Club in Eastbourne is probably the largest stakeholder, the second is the East Sussex Cycling Project. Other stakeholders include other running clubs, Schools and Colleges. More recently Wave gym members have access to the track. So, this may open some doors in the future.

Our aim will be to build up funds through grants, sponsorship and donations as well as seeking partner contributions similar to our approach to funding the throwing cage, although the scale of this task is much bigger.

Recommendation

Our recommendation is for Eastbourne Rovers AC to take a lead in future negotiations with partners and demonstrate our commitment by bringing these resources to the table.

Mike Thompson Chair on behalf of Management Committee ERAC 15 November 2023