The Bridgend Association of Bowls, Tennis and Squash Clubs Community Interest Company

Annual General Meeting

19:30 Thursday November 14th 2024

Croeso -Welcome

1. **Confirm Meeting is Quorate**
2. **Accept minutes of AGM November 2023**
3. **Company Secretary: To affirm current Directors and ratify appointment of new Directors and update on shareholders. – Paul Webber**
4. **Organisational Structures – engaging with a Modernising Agenda - Paul Webber**
5. **Chairman's Report: Acknowledgments and Achievements – Ed Wilkins**
6. **Financial Review and to consider and adopt the Company Accounts – Dave Smith**
7. **Review Business Plan - Ensuring the future – Dave Smith**
8. **Summary Report from Sporting Sections & Strategy for the future**
    - **Tennis Program Report - Mark Thomas**
    - **Tennis Committee report – Janine David/Nick Jones**
    - **Bowls Committee report – Bernard Jones**
    - **Squash Committee report – Phil Pook**
9. **Q&A Session – EW**
10. **To consider any other business that can be lawfully transacted.**

Agenda Item 1:

Number of Shareholders present:

Apologies: David Savvile, Susan Savile, Peter Caddy, Ross caddy, Alun Davies, Stephen Davies, Stephen Bond, Bernad jones, Ceri Adrian, Ramon Adrian, Steve Clift, Julie Clift, Danny Thomas, Meic Hughes, Alison Wood.

Number of Proxy shareholder votes present: Ed Wilkins, Dave Smith, Paul Webber, Beverly Webber, Nick Jones, Phil Pook, Mike Harpin, Loise Hailstone, Mark Thomas, Mark Joesbury, Deb Simmons, Nikki Hughes, Gavin Hughes, Emma Wilkinson, Sue hill, Helen Evans, Jo Prothroe, Katrina Tapp, Elena Gondolla, David Buick, Greg Street, Jeff dong, John Beynon, Gerwyn Davies, Youris Howen, Mike Williams, Caroline Walker, Chris Ashong, Jimmy Tzimenakis, Nigel Walters, Nigel Griffiths, Joe Hodges, Darren Healy, William Kent.

Agenda Item 2: Accept Minutes AGM of Nov 11th 2023 – accepted.

Agenda Item 3: Company Secretary: To affirm current Directors and ratify appointment of new Directors and update on shareholders. – Paul Webber

CIC BOARD Directors 2024

Ed Wilkins[Chair]
Paul Webber [Co Sec]
Dave Smith [Finance]
Mike Harpin
Nick Jones
Peter Caddy
Phil Pook
Brian Murrell
Janine David
Steven Bond
Victoria Floyd Ellis
Steve Clift
Jimmy Tzimenakis
Mark Joesbury
Greg Street

Welfare Officer
Debbie Simmons

Members Experience and Minority Groupings Representative
To be appointed

Farewell and Many Thanks to: Chris Chappell, Silvia Reis & Bernard Jones
Welcome to: Jimmy Tzimenakis, Mark Joesbury & Greg Street

CIC BOARD Directors 2024

Current Directors

- **Peter Robert Caddy**, Appt. Dec 2019; Renewal due Dec 2024
- **Stephen John Bond** Appt. Oct 2019; Renewal due Oct 2024
- **Paul Robert Webber**, (Company Secretary) Appt. June 2015; Renewed June 2020; Renewal due June 2025
- **David Peter St David Smith** Appt. June 2015; Renewed June 2020; Renewal due June 2025
- **Phillip Pook,** Appt. Oct 2015; Renewed Oct 2020; Renewal due Oct 2025
- **Stephen Clift** Appt. Nov 2020; Renewal due Nov 2025
- **Brian Murrell** Appt. Nov 2020; Renewal due Nov 2025
- **Victoria Floyd –Ellis** Appt. Sept 2021; Renewal due Sept 2026
- **Janine Donna Michelle David**, Appt. Oct 2021; Renewal due Oct 2026
- **Michael Harpin;** Appt. Jan 2017; Renewed Nov 2022; Renewal due Nov 2027
- **Nicholas Jones;** Appt. Nov 2017; Renewed Nov 2022; Renewal due Nov 2027
- **William Edward Wilkins (Chairman);** Appt. Nov 2012; Renewed Nov 2022; Renewal due Nov 2027
- **Jimmy Tzimenakis;** Appt 2024, Renewal due 2029
- **Mark Joesbury;** Appt 2024, Renewal due 2029
- **Greg Street;** Appt 2024, Renewal due 2029

Directors up for renewal:

Peter Caddy

Stephen Bond

Agenda Item 4: Organisational Structures – engaging with a Modernising Agenda - Paul Webber

Focus on upcoming few years will go to: Organisational Structure review, Update to Articles of Association, Definition of Director's roles

Agenda Item 5: Chairman's report:

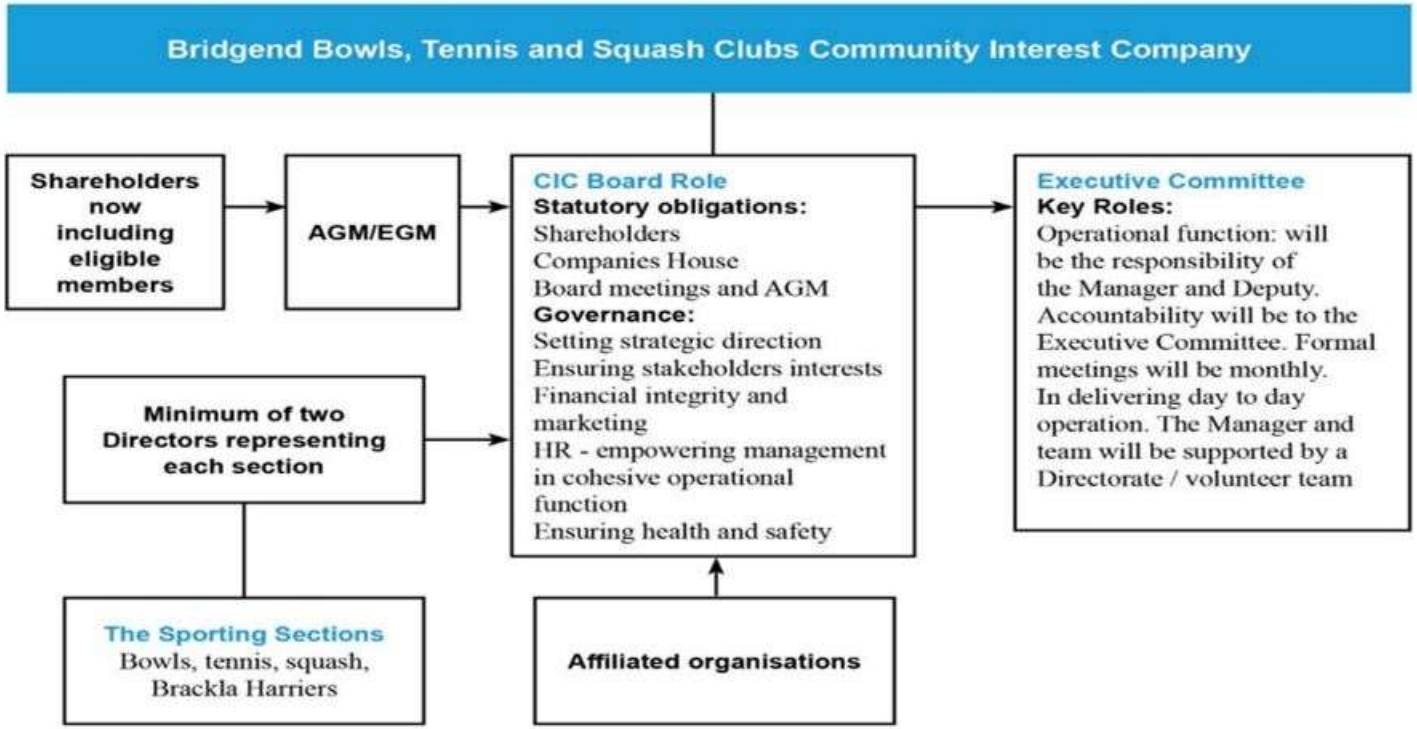
BRIDGEND TENNIS SQUASH & BOWLS CLUB

Chairman's Report

Ed Wilkins – CIC Board Chair

BRIDGEND TENNIS SQUASH & BOWLS CLUB

Chairman's Report



BRIDGEND TENNIS SQUASH & BOWLS CLUB

Chairman's Report

Acknowledgements

Executive Group

Ed Wilkins - Chair
Jana Zaborska
Kath Chappell
Dave Smith
Mike Harpin
Paul Webber
Peter Caddy
Steve Clift

Chairman's Report
Acknowledgements

The Project Board

Ed Wilkins - Chair
Jana Zaborska
Chris Williams
Dave Smith
Mike Harpin
Greg Street
Paul Webber
Peter Caddy
Steve Clift

Thank you to all volunteers for their continuing support – we couldn't run the Club without you.

The Company and its Performance – 2023-2024

Benefits

- Legal Framework which allows us to trade and make a profit as a Limited Company
- Board will legally run the Company on behalf of the Members/Shareholders
- Improved Access to finance – Grants & Loans etc
- Limited Liability Guarantee for Directors
- Familiarity - all Members are Shareholders and have equal ownership

Obligations

- Requires Clear Commitment to Social Goals
- Accountable to CIC Regulator Companies House Annual Report [CIC – 34]
- Asset lock – All profit goes to the goals of the Company inc. on Dissolution
- Payment to Directors is limited – in our case no payment is taken
- Disposal of Assets is proscribed and must be discussed with and agreed by CIC Regulator

Summary of CIC34 Report to Companies House

The Sporting Sections

Tennis

Refurbishment of two hard court (5&6) in relation to court surface 'wear and tear' and Safe play. £30 000

Conversion of Courts 1&2 to all weather Clay Courts in conformance with LTA guidelines. £45 000

Tennis Program Further expansion and improved organisation – Community focus with around 470 active participants per week– profit share CIC £28 000.

To accommodate all levels of racquet skills - Pickleball introduced with Court markings adjusted and purchase of equipment.

Boule court constructed to accommodate and attract people who are less mobile

Collaboration with Tennis Wales to host Wheelchair Tennis Championships in 2025.

Court maintenance program established, based on Volunteers supported by the Manager and CIC Chair (est. savings £30 000 per year)

Squash

- Coaching Program - increased sessions and engagement with Juniors.
- National Competition- four of our Juniors representing Bridgend in South Wales Junior Open.
- Senior Squash age integration- Junior players are 'pencilled in' to play for Adult Team Squash.
- Racket ball- home internationals UK – representation in Veterans section in Scotland – Glasgow.
- Veterans Squash- Increasing interest in this group with competitive success at National Level

Bowls

- The CIC continues to invest in support of the **Maintenance program** for the bowling green.
- **Integrated Bowls** continue to thrive with teams participating in local leagues.
- **Dedicated Changing room/locker area** developed for bowlers with the focus on ease of access elderly members.

Brackla Harriers

- The Association continues to provide support in the form of access to facilities including shower area and function room for events and providing storage space for equipment.

Supporting Other Community Organisations

1. Slimming World Organisation. We continue to provide two sessions per week in our function room with access to parking.
2. Other Community Groups who use our Facilities: Pen-y-Bont Lifeguards, Bridgend Astronomical Society
3. CCE Training Services. Organisation providing training to Nurses and care Staff
4. Active Program linking to local schools. Program led by our Tennis Director
5. Pilates weekly session
6. Collaboration with SENSE and SPORTED re disability Tennis sessions unfortunately failed due to withdrawal of Grant support from Government but in negotiation with TW re hosting disability wheelchair Tennis Championship.

Who are our stakeholders?

1. Sporting Members and other Users of our Sporting Facilities
2. Tennis Squash and Bowls Sporting Committees
3. Tennis Wales, LTA, Squash Wales, Bowls Wales
4. Director of Coaching and Tennis/Squash Coaching Program Participants
5. Sports Wales
6. BCBC
7. WCVA & BAVO

Communication Strategy Ref. Stakeholders

1. All sporting Committees are Represented on the CIC Board. There are regular Meetings with Minutes available for review. There is an annual AGM all Members are invited to attend and participate.
2. Sporting Committees have a Committee structure with open attendance and regular meetings with Agenda and Minutes.
3. The CIC has a well organised Web page. This is designed to inform but also encourages comment and questions.
4. There is a Club Manager who is particularly adept at Communication and Generates a Regular Newsletter in conjunction with the CIC chair. The Club has active members What's App groups which are monitored regularly.

Directors Remuneration

- **No** Directors are remunerated

Transfer of Assets

- **No transfers recorded this year.**

Issues for the future

- **Succession Planning -** ensuring Committees viability
- **Financial Planning –** to ensure the future inc. potential adverse circumstance
- **Further engagement with the Community**
    - Membership affordability
- Importance of the **Tennis Programme**
- **Motivating** current and **identifying** new Stakeholders
    - Developing relationships with other rackets clubs

Potential New Projects:

- Woodland management
- Solar power
- Car park retaining wall
- Clubhouse refurbishment
- Façade upgrade
- Floodlight upgrades courts 1 + 2
- Padel courts?

Agenda Item 6: Financial Review and to consider and adopt the Company Accounts – Dave Smith

Accounts Review

- Income
  - Bar Profit up £1k - 1%
  - Membership revenue down by £4.5k – 6%
  - Pay to Play up £18k – 72%
  - Coaching Revenue up £23k – 21% - approx. £30k profit
  - Overall income up £21k – 9%
- Expenditure
  - Payroll up £19k – 20%
  - Light, Heat, Power up £20k – 149%
  - Total Overheads up £8k – 4%

Projects completed:

- In last year's accounts to April
  - £30k of lights in the Airdome
  - £15k of other costs of Airdome installation, fencing, landscaping
  - £5k Tree felling
- This year (since April)
  - £56k Upgrade to clay courts 1+2
  - £30k Resurface courts 5+6
  - £18k New soak away

- £7.5k Extra gas tanks

Debt Position:

Loan	Outstanding	Repayment	Ends	Rate	Type
Bounce Back	£ 22,120	£ 9,442	Aug-26	2.5%	Fixed
Nat West	£ 10,495	£ 4,647	Nov-26	9.0%	Variable
Nat West	£ 26,353	£ 7,287	Nov-28	6.0%	Variable
WCVA	£ 70,000	£ 9,697	Aug-31	7.0%	Fixed
LTA	£ 237,500	£ 25,000	Mar-33	0.0%	Fixed
Total	**£ 366,468**	**£ 56,074**			

Profit last year £57,900, repaid back £56,074

- Vote to consider and adopt Company Accounts for 2023 / 24 - Adopted

Major investment in the Club:

The Bubble:

- Total Cost approx. £160k
- Received £95k Grant towards it
- Many problems with Italian manufacturer
- Misled regarding running costs
- It's doubled our electricity usage at the same time the price doubled
- Uptake from members has been luke warm
- It's a great asset to the Tennis Program
- Member usage improving but still not where we'd like it
- Unsold slots will be marketed to other clubs in the New Year

Manage Our Club Portal:

- Early adopter – many more problems than anticipated
- Some difficulties for members
- Many more for staff – cost us rather than saved us wages
- Problems continue being ironed out
- Starting to see the benefits
- Tennis program working well now
- Membership renewals will improve
- Control of Squash and Tennis lights imminent
- Improvements in member communications

- More features in New Year – Box Leagues / Ladders / Tournaments

Introduction of virtual wallet: Virtual Wallet generally successful

- Usage at bar popular with members and staff
- Larger top ups rewarding members
  - Bonuses Apr to Sep 24 £2900
  - Reducing bank charges
  - Apr to Sep 24 £4755 v £7000 in 2023 (turnover up 12%)
  - Still many small Stripe transactions
  - Each Stripe transaction costs us 20p + 1.75%

Report on Membership:

- Membership Revenue Down 6%
- Full Price Adult currently 189 down from peak of 206
- Disappointing as frozen prices to try to increase numbers
- Problems with new portal have not helped
- Most of loss was in April renewals
- Many under 18's not rejoined but still on Tennis Program
- Big push in New Year to reverse the decline
- Offering discounted short term trial memberships
- Working with Mark and the Coaches to try to convert more people from Tennis Program to become members
- Implemented Peak time booking charges last summer

- Accepted by most but not liked by everyone
- Have been less popular when combined with floodlight charges
- £9 peak time charge for flood lit clay court
- Net £8.18 if paid using virtual wallet bonus
- £2.05 each if split between 4 players
- Underlying cost of lights and electricity could be as low as £5 per hour
- Although it could be significantly more depending on the life of the lighting unit
- Approx £100k of flood lighting around the club
- LED lights could last 10 years
- What if they don't?
- Replacing 1 unit on courts 3+4 is £1500+VAT
- Access equipment and electricians for the day is £1000
- If we replace them 1 at a time it's pretty expensive
- If we replace all the lights it's cheaper, but we need more money
- We may replace lights too early, which is more expensive
- Either way we need to build up a sinking fund for the lights
- If we build up this fund and we haven't had to replace lights the prices will fall

Business Review:

- The plans to freeze membership prices and implement court charges were brought in last April
- A further review will be carried out over the next few months

- Within the review we will look at:
  - Usage and revenue figures from this year
  - Market analysis of other clubs, their facilities and charges
  - Opinions and ideas from the membership on current and future scheme
- This will form the basis of our membership, booking and floodlight charges along with bar pricing and VW bonuses from next April
- If anyone would like to be involved in this process or express their opinion, contact Jana or Dave Smith
- In the meantime we will have a further review of what is peak time – some charges will fall in less popular slots

Summary:

- Last year to April was challenging with much work put into the bubble and changing IT system
- Overall income and expenditure similar to previous year, even though Summer 23 was a wash out compared to Summer 22
- Sales April to September 24 already ahead 12% of 23
- Work to do promoting the club and improving revenue in all areas
- We are at peak debt for next 2 years, but will cover repayments
- The future is bright if we can continue to enjoy the support of the members, volunteers and management team

Coaching Programme Growth Tennis: Mark Thomas

- There are 53 weekly coaching sessions catering for all ages and levels
- Tots 3-4yrs / Blue 4-6yrs / Red 7-8yrs / Orange 8-9yrs / Green 9-11yrs / Junior 12-18yrs / Performance
- U10 Academy (Funded by Tennis Wales) 8U Red / 9U Orange / 10U Green
- Tennis Xpress / Adult Beginner / Adult Improver / Adult Intermediate / Cardio Tennis / Doubles Tactics
- 123 new Girls aged 4-16 years on our LTA Prime courses
- 46 new adults on our LTA Tennis Xpress and Beginner courses
- All of our teenage coaches / assistants are fantastic role models for our younger members
- Capacity for the programme can reach 517 weekly participants within its current timetable

<u>Holiday Camps:</u>

- Blue camps for ages 3-4 years run 10-11am
- Mini camps for ages 5-10 years run 10-1pm
- Junior camps for ages 11-18 years run 1.30-3.30pm
- Themed events at Easter and Halloween camps are very popular
- The holiday camp programme is an extremely important entry level option. High number of participants enrol on to the coaching programme following attendance on one or more of the camps.

- Easter holidays: 8 Days 366 Participants, Summer Holidays: 25 Days 618 Participants, Half Term: February (4 Days) 177 Participants, May (4 Days) 189 Participants, October (4 Days) 190 Participants

- School links: Oldcastle School, Pen Y Bont primary school, Maes Yr Haul primary school, Brynteg Comprehensive School,

BRIDGEND TENNIS

Coaching Team

NAME	LEVEL	AREAS OF WORK WITHIN THE PROGRAMME
MARK THOMAS	LEVEL 4	COACHING PROGRAMME, SCHOOLS, HOLIDAY CAMPS, 1-2-1 COACHING, & EVENTS
STEVE RICHARDS	LEVEL 4	1-2-1 COACHING
MATTHEW PEARCE	LEVEL 3	COACHING PROGRAMME,SCHOOLS, HOLIDAY CAMPS AND 1-2-1 COACHING
GEORGE WEBBER	LEVEL 3	COACHING PROGRAMME COVER AND HOLIDAY CAMPS
JACK UNDERHILL	LEVEL 2 (Level 3 in progress)	COACHING PROGRAMME, HOLIDAY CAMPS AND 1-2-1 COACHING
MATTHEW MURPHY	LEVEL 2	COACHING PROGRAMME AND 1-2-1 COACHING
AMY THOMAS	LEVEL 2	COACHING PROGRAMME COVER AND 1-2-1 COACHING
JOSH WILKINSON	LEVEL 1	COACHING PROGRAMME AND HOLIDAY CAMPS
MILLIE DAVIES	LEVEL 1	COACHING PROGRAMME AND HOLIDAY CAMPS
SERIAN PENKETH	LEVEL 1	COACHING PROGRAMME AND HOLIDAY CAMPS
ANNIE WILLIAMS - ABIGAIL HUGHES BEN ASHONG - DAISY BUICK – SAM KING - MOLLY RIDGE - MARTIN GIL-RUDA – SCARLETT HEGARTY	LEVEL 1	COACHING PROGRAMME COVER AND HOLIDAY CAMPS
CAMELLIA BUICK - LILY BUICK - ABI STREET - AMELIA DUKINFIELD - ODETTE GERAGHTY - NEVE DYMOND - DAN GRANDL - ELIZA HALES - SYDNEY SPEARS - CHARLIE GOUGH - SOPHIA EVANS - FABIEN & ALIZEE MCINTYRE - LUKE BUCKWORTH – EMILY WHINCOP	ASSISTANT	COACHING PROGRAMME AND HOLIDAY CAMPS

Squash Section:

Squash continues represent Bridgend in league Squash and Juniors starting to compete in Adult matches. Coaching program for junior Squash has expanded. Thank you, Dai Howe, for continued support.

Bowls Section:

CIC continues to support Bowling section despite membership is declining**.** Yearly maintenance program will carry on. Thanks to volunteers for looking after bowling green

Agenda item 10: To consider any other business that can be lawfully transacted

It has been discussed and agreed that membership fees review, lighting charges and levy charges are going to be looked at every year and will be set in the best interest of the Club

JZ/ED 12/12/24