

## **WELSH ATHLETICS LTD**

### **ANNUAL GENERAL MEETING**

Annual General Meeting held at the Metropole Hotel, Llandrindod Wells on Saturday 17 October 2009.

#### **Present:**

Alan Currie	President/Board of Directors
Lynette Harries	Chair, Board of Directors
Matt Newman	Chief Executive Officer/Board of Directors
Carol Anthony	Board of Directors
Clive Williams	Board of Directors
John Penny	Vice President/Cardiff AAC
Sue Alvey	Pembrokeshire Harriers
Debbie Bull	Cardiff AAC
Brenda Currie	Neath Harriers/Minutes Secretary
Kath Elias	Cardiff AAC
Kay James	Cardiff AAC
Phyllis John	Llanelli AAC
Sue Maughan	Sports Council for Wales
Sue Sayer	Deeside AC/North Wales Regional Athletics Council
Brian Alvey	Pembrokeshire Harriers
Paul Brooks	North Wales Regional Athletics Council
Hedydd Davies	Carmarthen and District Harriers
Bob Frost	Wrexham AAC
Alistair Griffiths	Llanelli AAC
Peter Lane	South Wales Regional Athletics Council
Steve Leach	Newport Harriers
Arwel Lewis	Eryri Harriers
Peter Morris	Les Croupiers RC (non voting)
Dennis Nugent	Aberdare Valley AAC
Darran Williams	Aberdare Valley AAC
David Alun Williams	North Wales Cross Country Association/Life Member
Gwilym Williams	Welsh Schools Athletic Association
John Dagata	Welsh Athletics Head of Coaching
Karlijn Asveld	Welsh Athletics Office Manager

#### **Apologies:**

Marian Williams	Statistician
John Collins	Swansea Harriers
Dilwyn Davies	North Wales Regional Athletics Council
Mike Delaney	National Team Manager
Brian Hancock	Newport Harriers
Fred Malkin	Barry & Vale Harriers
Derek Williams	Les Croupiers RC

**1 PRESIDENT'S WELCOME**

- 1.1 The President welcomed delegates to the AGM of Welsh Athletics Ltd and informed members of the change to the Articles at the 2008 Annual General Meeting whereby the Chair of the Board of Directors would now chair the AGM and not the President as previously.
- 1.2 Delegates were asked to observe a minute's silence in respect of those members who had passed away since the last AGM – KWB Harris, Eric Pennington, Pat Williamson, Eric Sansom, Mary Webb, Sally Ireland and Frank Ireland.

**2 APOLOGIES**

- 2.1 The names, as listed above, were read out.

**3 MINUTES AND MATTERS ARISING FROM 2008 AGM**

- 3.1 Discussion took place on the circulated minutes of the 2008 AGM because concerns had been raised about various inaccuracies and omissions.  
**Issues: The minutes as they stand can not be accepted.**  
**Agreed: Governance Group to revise the minutes, circulate them to those present at the 2008 AGM for comments, then post the final version on the website.**
- 3.2 The circulated minutes of the 2008 AGM were deemed 'notes'. The only matters arising were that, under names of those present, Neil Edwards should be down as Wrexham AAC and not Wrexham Harriers and Dave Edwards as Wrexham AAC and not Chepstow H.

**4 BOARD REPORT – ANNUAL REPORT**

- 4.1 The Chief Executive gave a presentation on behalf of the Board of Directors. He had received many favourable comments concerning this year's Annual Report and he thanked all those involved in its production.
- 4.2 The last two years have been spent improving the format of Welsh Athletics and now with the building blocks in place it is time to move on with the delivery of athletics. In conjunction with the Sports Council for Wales (SCW), Welsh Athletics has undergone a SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis of its activities under three key headings: Governance, Domestic and Performance.
  - 4.21 **Governance**
    - Strengths: Strategic/Operational Plan in place  
Good working relationship with Welsh Assembly Government (WAG), SCW, UK Athletics (UKA)
    - Weaknesses: Byelaws incomplete  
Need to review committees  
Lack of communication  
Distribution of minutes
    - Opportunities: Meetings between Board of Directors and General Council  
Role of General Council  
Regional Athletics Council Plans
    - Threats: Lack of documentation  
Next AGM is key milestone  
Need to maintain financial links with SCW/UKA
  - 4.22 **Domestic**
    - Strengths: Officials, structure, clubs
    - Weaknesses: Recruitment/retention of volunteers

- Relationship with staff and volunteers
  - Coaching set up
  - Opportunities: Major endurance events eg Cardiff Half Marathon
  - WAG keen to develop iconic events
  - New Coaching website
  - AVIVA Academy/Athletics Development Centres (ADC)/ McCain Initiative
  - Threats: Upkeep of facilities
- 4.23 **Performance**
  - Strengths: New Head of Coaching for Wales
  - Welsh Talent Development Academy (WTDA)
  - Good Welsh representation at age group major events
  - Weaknesses: Only 2 Welsh athletes at World Championships
  - Loss of Sports Science backup because UKA withdrew funding
  - Opportunities: Commonwealth Games in Delhi, London Olympics and Glasgow Commonwealth Games
  - WAG Review into Performance and Excellence
  - More investment in coaching
  - More focus in terms of funding
  - Threats: Competition from other sports
- 4.24 **Priorities:**
  - Communication
  - Coaching – grassroots to Commonwealth Games
  - Success at Commonwealth Games
- 4.3 There is a need to deliver through partnership
  - 4.31 Team Approach
  - 4.32 Revenue Generation
  - 4.33 Self Determination and Sustainability
- 4.4 Chair of Board gave an overview highlighting that a secure structure is now in place for developing Welsh Athletics. Key areas for development are:
  - 4.41 To conduct audit of skills of members of Board. Board is able to add up to two more members if there is a need.
  - 4.42 Commercial activity needs to be increased. Following on from securing the excellent kit sponsorship, there is a need to acquire a main line sponsor.
  - 4.43 Need to generate income
  - 4.44 Re examine competition for age groups
  - 4.45 Develop strong partnerships eg SCW and Welsh Schools AA
  - 4.46 Develop the club structure
  - 4.47 Work together to achieve success
- 4.5 Questions from the floor
  - 4.51 Re registration of athletes – there are issues with the non-delivery of registration cards and with some athletes registering with Welsh Athletics but not with their clubs. The aim of the new system of registering athletes (Trinity) is to help clubs by removing the time consuming burden of having to complete registration forms every year. Welsh Athletics apologises for all the problems this year.
    - Agreed: Outstanding cards to be sent out next month**
    - Agreed: Conduct an audit of clubs to gain their views**
    - Agreed: Present plan of action to General Council**
    - Agreed: Communicate to clubs via clear, concise document**

- 4.52 Minutes – placing of up to date minutes on the website has now successfully been addressed by General Council. However the question was raised re lack of minutes from the meetings of the Board of Directors.

**Agreed: Board minutes would be placed on website with the proviso that some parts may be blacked out for reasons of confidentiality.**

- 4.53 Problem was raised of unattached runners competing in the major road events. It was explained that with the Cardiff Half Marathon, the sponsor, Barnardos, received help and advice from Welsh Athletics to stage the event and in return would help in a campaign to encourage the unattached runners to join clubs. Steve Brace now has a new remit covering endurance events.

- 4.54 Clash of events eg Cardiff Half Marathon and UK Road Relays and with road and cross country events. It was explained that the Endurance Committee (Road/Cross Country/Fell & Mountain Running) meets from time to time to discuss such matters plus there is the annual fixtures conference.

- 4.6 The Annual Report was formally adopted.

## 5 BOARD REPORT – FINANCIAL REPORT

- 5.1 The report gives the position over two years; first year surplus and second year deficit with a £10K surplus over the time period.

- 5.2 With a turnover of one million pounds there needs to be detailed scrutiny which has led to improvements in financial control.

- 5.3 There has been an increase in investment from SCW and UKA and in sponsorship.

- 5.4 It was stated that directors' remuneration under expenditure included the salary of the Chief Executive for the whole financial year and the salary of the Head of Athletics Development from 1 April 2008 to the date of the AGM in Abergele, at which point he (along with a number of other directors) resigned from the Board as part of the slimming down process from 11 to 5.

- 5.5 The position of Media/Publicity Officer is now full time.

- 5.6 Key aim is to balance the budget

- 5.7 Questions from floor

- 5.71 Query re level and conditions of funding from SCW. Stated that funding is dependent on achieving certain targets including improving club membership, participation levels, winning medals in major championships and development.

- 5.72 Concerns re dependency on grants and high spending on salaries which leads to question of whether we are getting value for money. It was explained that to a certain degree most grants from outside agencies are ring fenced.

- 5.73 Question whether accounts have to be formally audited. There is no legal requirement for the accounts to be audited. Consequently, on the grounds of expense, the accounts of Welsh Athletics Ltd are not audited formally but are scrutinised and signed off by our accountants.

**Agreed: To continue with this system.**

- 5.8 The accounts were formally adopted

## **6 COMMONWEALTH GAMES (CG)**

- 6.1 In the absence of Mike Delaney, the Welsh National Team Manager, the new Head of Coaching for Wales – John Dagata – gave an update on preparations for the Commonwealth Games in India.
- 6.11 The standards have been accepted by the Commonwealth Games Council for Wales (CGCW) and the qualifying period started from January 2009. At the moment 17 athletes have achieved the standards and a further 20 are close.
- 6.12 All our submitted appeals re the new eligibility rules for competing in the CG have been successful.
- 6.13 A long provisional list of potential CG athletes has been drawn up.
- 6.14 A weekend get together is planned in December for potential CG athletes and coaches and possible warm weather training in April.
- 6.2 John Dagata then went on to outline some of his philosophies and ideas for the future of coaching in Wales:
- The need to educate coaches at an affordable cost
  - Appreciation of the value, commitment and contribution of coaches
  - Communication is vital
  - Devise coaching modules for each event and for each age group
  - Aim to improve overall performance of athletes

## **7 GENERAL COUNCIL REPORT**

- 7.1 The Chair of General Council, Alan Currie, explained that the role of General Council is evolving. Since the election of the Secretary, Brenda Currie, at the last AGM, attempts have been made to address some of the criticisms levelled at the General Council.
- 7.2 A joint meeting between members of General Council and the Board of Directors was held and it is intended to make this an annual event.
- 7.3 Numerous presentations were made during the year to keep members up to date.
- 7.4 The Chief Executive reports at each meeting of General Council.
- 7.5 In the four meetings held last year the average attendance, excluding officers and professional staff, was 9 out of a potential of 17, with some regions poorly represented. The success or otherwise of the General Council depends on the participation and involvement of its members.

## **8 ELECTION OF PRESIDENT AND VICE PRESIDENTS**

- 8.1 Election of John Penny (Cardiff AAC) as President was approved.
- 8.2 Election of Colin Davies (Swansea H) as Vice President was approved.
- 8.3 Only one nomination had been received for the post of Vice President by the closing date, but there were two vacancies. At the meeting, Sue Sayer (Deeside AC) was nominated to fill the vacancy and the AGM approved her nomination.

## **9 NOMINATIONS FOR DELEGATES TO THE ORGANISATIONS ON WHICH THE COMPANY IS ENTITLED TO BE REPRESENTED**

- 9.1 Commonwealth Games Council for Wales:
- 9.11 Executive Committee (1) Mike Delaney - approved
- 9.12 AGM (3) Mike Delaney, Matt Newman, Steve Brace - approved
- 9.2 Welsh Sports Association (1): Lynette Harries – approved

**10 APPROVAL OF PATRONS**

10.1 Lynn Davies CBE and John Disley CBE were approved as patrons

**11 APPOINTMENT OF AUDITORS**

11.1 D T Owen, Carmarthen were approved

**12 REPORT FROM AWARDS PANEL**

12.1 John Penny presented the report of the Awards Panel (Alan Currie, Peter Morris, John Penny, Sue Sayer and Colin Davies). The group had considered the submitted nominations for Meritorious Awards and for Awards of Honour and recommend the following:

12.11 Meritorious Award

Ken Ross (Deeside AC)

Ivor Sayer (Deeside AC)

Richard Sayer (Deeside AC)

Phyllis John (Llanelli AAC)

Ian Griffiths (Swansea H)

Elaine Griffiths (Swansea H)

Mary Webb (Cardiff AAC)\*

Terry Goodridge (Bridgend AC)

Mary Lister (Cardiff AAC)

Alyson Hourihan (Cardiff AAC)

\* already awarded due to ill health.

12.12 Award of Honour

John Lister (Cardiff AAC)

12.13 The meeting approved all of the individuals recommended.

12.2 The Awards Panel noted with disappointment that, having referred back four nominations last year for further information, nothing had been received prior to the 2009 AGM and none of the four had been nominated this year.

12.3 The Awards Panel noted that, following the deaths of Ken Harris and Frank Ireland, there are two vacancies for Life Members of the company. At the 2007 AGM, it was suggested that, as a mark of the contribution they had made to the Governing Body of Athletics in Wales, two long serving officers, Keith Matthews and Jan Evans Nugent, should be made life members. This had not been possible at the time because of the stipulated maximum number of life members. The Awards Panel brought the matter to the attention of the AGM and sought its views. The AGM agreed to confer life membership on the two former officers.

12.4 The Awards Panel recommended a change to the wording in Byelaw 10.2.3 listing the criteria for the Award of Honour. The wording recommended was:

'For the award to be made for service, EITHER a minimum of twenty five years active contribution must have been completed at regional, district schools or national levels OR, having already received the Meritorious Award, a further contribution of a minimum of ten years active contribution has been completed at regional, district schools or national levels.'

David Alun Williams proposed the inclusion of the word 'clubs' to both lists. With this addition the recommendation was approved by the meeting.

12.5 The Awards Panel felt that the awards process needed greater publicity; consequently they would produce an information sheet which would be sent out with the preliminary notice for the next AGM.

12.6 Sue Sayer was elected in 2007 as one of the two ordinary members to sit on the Awards panel for a three year term, which was due to end at the 2010 AGM. Her election as Vice President automatically gave her a seat on the Panel and a vacancy was created as an ordinary member. With Alan Currie having stepped down as President, and no longer being a member of the Panel, the AGM agreed that, in the interests of continuity, he should fill the vacancy until the 2010 AGM.

**13 SPECIAL BUSINESS**

- 13.1 Paul Brooks stated that the North Wales Regional Athletics Council had submitted a notice of motion on the same letter as their submissions for awards but the notice of motion had not appeared on the agenda.
- 13.2 The notice of motion in question raised the issue of the Inter Regional Cross Country Championships and whether the fixture would continue to rotate around the regions or be held in a central venue each year.
- 13.3 Welsh Athletics apologised for the error and suggested that the motion be re submitted for next year's AGM which was agreed.

**14 DATE AND VENUE OF 2010 AGM**

- 14.1 30 October 2010 in Llandrindod Wells

**15 PRESIDENT OF WELSH ATHLETICS**

- 15.1 Alan Currie presented the Wilkinson Sword to Cardiff AAC. This is awarded to the club winning most medals at all Welsh Track and Field Championships.
- 15.2 In his last act as President of Welsh Athletics, Alan Currie thanked everyone for making his three years so enjoyable and memorable and then welcomed John Penny as the new President of Welsh Athletics, handing over the chain of office.
- 15.3 John Penny thanked everyone for bestowing on him this great honour and he looked forward to carrying out his duties over the next two years.

**PLEASE NOTE**

**THE ABOVE MINUTES ARE PROVISIONAL AND SUBJECT TO CONFIRMATION AT THE NEXT ANNUAL GENERAL MEETING.**