

WELSH ATHLETICS LTD

ANNUAL GENERAL MEETING

Annual General Meeting held at the Metropole Hotel,
Llandrindod Wells on Saturday 22 October 2011.

Present:

John Penny	President
Colin Davies	Vice President
Sue Sayer	Vice President/Deeside AC
Lynette Harries	Chair, Board of Directors
Matt Newman	Chief Executive Officer/Director
Carol Anthony	Director
Stephen Perks	Director
Gwyn Williams	Director
John Collins	Life Member
Hedydd Davies	Life Member/Carmarthen Harriers
Jan Nugent	Life Member/Rhondda AC
Alan Currie	Life Member/Chair of General Council/Neath Harriers
Brenda Currie	Secretary of General Council/Minutes Secretary
Joyce Tomala	East Wales Regional Council
Paul Brooks	North Wales Regional Council/Wrexham AAC
Peter Lane	South Wales Regional Council
Tony Curry	Aberdare Valley
Anthony Jenkins	Aberdare Valley
Denis Nugent	Aberdare Valley
Satu Haikala	Brecon AC
Derek Osborne	Brecon AC
Peter Sowerby	Brecon AC
Steve Brace	Bridgend AC
Liz Taylor	Bridgend AC
Debbie Bull	Cardiff AAC
Dic Evans	Cardiff AAC
Kay James	Cardiff AAC
Jeff Kirby	Cardiff AAC
Dewi Williams	Cardiff AAC
Jason Clifton	Cwmbran Harriers
Mary Jones	Cwmbran Harriers
Bernard Harris	Deeside AC
Denise Harris	Deeside AC
John Davies	Neath Harriers
Hilary Goodger	Newport Harriers
D McAtee	Newport Harriers
Sue Alvey	Pembrokeshire Harriers
Elizabeth Rowland	Pembrokeshire Harriers
Jo Davis	Swansea Harriers
Ian Griffiths	Swansea Harriers
Wynford Leyshon	Swansea Harriers
Iain McCallum	Swansea Harriers

Chris Williams	Swansea Harriers
Ed Thompson	Welsh Pole Vault Association
Sue Rogers	Wrexham AC

Dilwyn Davies	Welsh Schools Athletic Association/North Wales Regional Council
Marian Williams	Member of General Council
Pete Morris	Member of Governance Sub Group
Sue Maughan	Sport Wales
Chris Moss	Welsh Athletics Staff
Sarah Williams	Welsh Athletics Staff

Apologies:

Ivor Adams	Life Member
David Alun Williams	Life Member
John Chidlow	East Wales Regional Council
Fred Malkin	Barry & Vale Harriers
Helen Walker	Ingli Runners
Stephen Livett	Menai Track and Field
Alison Tickner	Oswestry Olympians
Jim McCulloch	Penarth & Dinas Runners
Gareth Hughes	Prestatyn RC
Paul Jones	Rhayader AC
Cath Alford	Rhondda AC
Richard Marks	Sarn Helen
Ken Bennett	Swansea Harriers
Kath Elias	Welsh Schools Athletic Association
Gwilym Williams	Welsh Schools Athletic Association

Dave Edwards, Neil Edwards and Lesley Edwards of Wrexham AAC, signed in before the meeting started. However because Bob Frost is the Wrexham member of the company and was not present and had not submitted a proxy, they were told that Wrexham were not eligible to have voting rights and they left before the meeting started.

1 PRESIDENT'S WELCOME

- 1.1 Following a short promotional video on the activities of Welsh Athletics, the President welcomed delegates to the company's fifth AGM.
- 1.2 The successes of our athletes at the Commonwealth Mountain Running and Ultra Distance Championships were highlighted along with the superb event organisation. Congratulations also to the Welsh Schools Athletic Association who celebrated their Golden Cross Country Championships and also successfully hosted the SIAB meeting.
- 1.3 The two new Directors, Gwyn Williams and Steve Perks, had settled in well and were developing a new Coaching Plan.
- 1.4 Delegates were asked to observe a minute's silence in respect of those members who had passed away since the last AGM – Ken Bray, Tom Edmunds, Derek Flye, John Hartley, Andrew Ireland, Dean Mead, Roy Rogers, Reg Snow, Eirwen Thomas, Breda Williams and Don Window.

2 APOLOGIES

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

3 MINUTES OF 2010 AGM

- 3.1 The minutes were accepted as an accurate record with the following two amendments: Mary Jones (Cwmbran Harriers) to be added to the list of those present and under item 6, it should be noted that Jan Nugent (Rhondda AC) had asked for a full breakdown of the accounts.

4 MATTERS ARISING FROM 2010 AGM

- 4.1 Matters arising: Item 6.414 – It was confirmed that remuneration for directors has to be identified as separate from salaries under Company Law.
- 4.2 Jan Nugent (Rhondda AC): Commenting on a letter sent by the CEO to General Council at its first meeting after the AGM, in which comments were made about the behaviour of members at the AGM. The view of General Council and those present today was that members should be allowed to attend and address their concerns.

5 REPORT OF THE BOARD OF DIRECTORS

- 5.1 CEO stated that different members of the Leadership Team would address the meeting in order to give a full update on the work of the Company.
- 5.2 Chair's Report – Lynette Harries
- 5.21 A successful year with three athletes at the World Championships; Dai Greene who won the gold medal and Christian Malcolm and Brett Morse. At the Commonwealth Youth Games Ffion Price won gold and Carys Mansfield silver. Our successes at the Commonwealth Mountain Running and Ultra Distance Championships were truly remarkable: male and female team bronzes in mountain running, gold and silver for John Pares and Emily Gelder in the Ultra Distance and Richie Gardiner, Andrew Davies and Nat Lane won individual gold, silver and bronze medals and team gold for Wales in the 55K Trail Race.
- 5.22 The Fit for Purpose Review, where the membership had been directly involved, had been thorough and robust and an Action Plan based on the findings is being implemented.
- 5.23 Gwyn Williams and Steve Perks, both with excellent coaching expertise, had been added to the Board and Carol Anthony and Alan Currie continued to play key roles. Unfortunately Mark Allen had to resign during the year because of business commitments. Because his resignation came too late to allow a new director to be elected at the AGM, it has been agreed to try and co-opt a director with marketing and media skills. All directors have an extensive portfolio and also during the next year the sub groups will be strengthened.
- 5.24 Chair finished her report by asking members to remember that we are all here for the athletes.
- 5.3 CEO's Report – Matt Newman
- 5.31 CEO stated that there was a different format to the Annual Report this year in order to give a true reflection of the work done and future plans.
- 5.32 The sport is facing new challenges from the Welsh Government and Sport Wales. The Welsh Government has endorsed its long term strategy for 'Creating an Active Wales' and Sport Wales' document 'Vision for Wales' gives clear directions.
- 5.33 Welsh Athletics has responded with clear strategies for the next five years:
- Progressing Coaching for Performance Plan outlines new coaching strategies

- Athletics Networks Plan outlines development of a vibrant club scene
 - Major Events Framework to develop and support major events across the endurance disciplines, working in partnership with the Major Events Unit at the Welsh Government
 - Realignment of staff to deliver the above strategies. The new structure has evolved with strong commitment from members of staff
- 5.34 However there is still the perception that Welsh Athletics is not doing enough. We need to be a high performing organisation and must set targets which are clear and challenging, set priorities with clear objectives and develop a vibrant club structure. It was stressed that all volunteers have a vital role to play in the future.
- 5.35 To succeed we must improve our communication. To this end clubs will be sent in paper format the reports from the Senior Management Team which are presented to General Council. The website will continue to be improved and efforts will be made to develop the e-newsletter, facebook and twitter.
- 5.4 Head of Development Report – Steve Brace
- 5.41 Through the Run Wales initiative 12 Forums were held throughout Wales targeting the endurance fraternity, which comprises two thirds of our membership. The forums provided an opportunity for both sides to understand how each operates and what their needs and responsibilities are. There is a need to develop the education system for off track officials and to provide courses for individuals to qualify as course measurers.
- 5.42 Performances on the road are improving but there is a need to develop clear athlete pathways and provide good coaching.
- 5.43 The Run Wales Series of Welsh Championships was successful with athletes wanting to become Series Champion. Next year it is hoped to include other events in the series.
- 5.44 Welsh Athletics is seen as a sport that is trying to make a difference with different developments like Park Runs and Street Athletics.
- 5.45 The Commonwealth Mountain Running and Ultra Distance Championships is not likely to be repeated (except as single events) and the contribution of the volunteers in North Wales to the success of this event was acknowledged. In the time period 2011-2017 Welsh Athletics Ltd is considering making a bid to host the World Half Marathon Championships.
- 5.46 As with other aspects of our sport, information and communication is key to success. The view from the endurance fraternity is that there needs to be more information about off track on the website. There are plans to develop a Run Wales Portal.
- 5.47 The Awards Dinner will continue on a biennial basis coinciding with Olympic and Commonwealth Games years.
- 5.5 Athletics Networks Report – Carol Anthony
- 5.51 As a direct result of the findings of the Fit For Purpose Review, the Action Plan has focussed on Athletics Networks. At the heart of the network will be a vibrant club which will be supported by a Network Officer, a club volunteer co-ordinator and resources from Welsh Athletics. Emphasis will be placed on an improved relationship with local schools, recruiting, training and rewarding volunteers, increasing

- membership, developing facilities and working with local authorities and providers.
- 5.52 Six Network Officers have been appointed, two full time and four part time, covering eight parts of Wales. They will be working with clubs, school districts and local authorities. The delivery programme will be phased. Phase one will commence in January. The focus will be on: Menai Track and Field and Eryri Schools District, Deeside AC and NEW Schools, Brecon AC and Powys Schools, Swansea Harriers and Afan Nedd Tawe Schools, Carmarthen Harriers and Dyfed Schools, Bridgend AC and Glamorgan Valley Schools, Cardiff AAC and Cardiff & Vale Schools and Newport Harriers and SEW Schools. In phase 2 the focus clubs will be Colwyn Bay AC, Wrexham AAC, Maldwyn Harriers, Pembrokeshire Harriers, Llanelli AAC, Neath Harriers, Aberdare Valley AC, Barry & Vale Harriers and Cwmbran Harriers and the related school districts.
- 5.53 Each focus club has to be committed to this plan for the project to work. They will appoint a volunteer coordinator to work with the Network Officer and the club will be given a sum of money to drive the volunteer strategy.
- 5.6 Questions from the floor
- 5.61 Joyce Tomala (East Wales Region) – Question: Why in the plan is there no mention of the role of regions? Answer: Welsh Athletics needs to know what the regions want and the Network Officers will attend Welsh Athletics Regional Councils.
- 5.62 Ian Griffiths (Swansea Harriers) – Question: What are the timescales? Answer: By 1 November 2011 all Network Officers will be in place, by 7 November 2011 all Phase One clubs will receive documentation about the plan and by 1 December a meeting will be arranged with each club and the scheme will operate from 1 January 2012. All Network Officers will be field based as will the Network Manager, Chris Moss, who will liaise with local authorities.
- 5.63 Colin Davies (Swansea Harriers) - Question: Why was the decision made to focus on the strongest clubs first, as progress could have been more easily measured with the weaker clubs? Answer: It had been suggested a pilot scheme should be operated first, so taking this idea into consideration, it was decided to focus on the stronger clubs with the scheme possibly being amended to suit the weaker clubs in the following year. In choosing the clubs, consideration was given to club infrastructure, club capacity and potential, Club Mark status and membership numbers.
- 5.7 Progressing Coaching for Performance Plan Report - Gwyn Williams
- 5.71 Gwyn Williams outlined his proposals for the creation of the Progressing Coaching for Performance task group. There is a need to address the balance between track and field and off track and the balance between professional staff and volunteers and to cater for all levels of ability not just the elite level.
- 5.72 Proposed system to consist of two groups – professional staff and invited experienced volunteer coaches covering all disciplines. The two groups to work together to implement the plan. There would be direct communication with the regions and reports would be available for the Board and General Council.
- 5.73 The plan had been presented to General Council who had endorsed it. Hedydd Davies (Carmarthen Harriers) proposed acceptance of plan

and seconded by Tony Curry (Aberdare Valley AC). Meeting voted in favour of acceptance.

- 5.8 Questions from the floor:
- 5.81 Colin Davies (Swansea Harriers) – Question: What about coach education? Answer: With the departure of John Dagata, there are now two posts – National Performance Coach and Coach Development Manager, both linked together but with clearly defined roles.
- 5.82 Ian Griffiths (Swansea Harriers) – Question: What is the situation regarding John Dagata’s replacement? Answer: Interviews have been held and there is a preferred candidate but contractual issues need to be resolved. It is hoped to make an announcement shortly.
- 5.9 Questions and comments from the floor on the Fit for Purpose Review
- 5.91 Wynford Leyshon (Swansea Harriers) – Question: Following on from the publication of the Action Plan from the Fit for Purpose Review, what progress has been made regarding setting targets and dates, when will all actions be completed, will they address the issues and how will the actions be monitored? Answer: It was stated that following the comments made at the last meeting of General Council, a new amended version of the Action Plan has been produced. New structures, networks and a coaching system are now in place and timescales and targets have been adjusted, with all recommendations to be completed by the end of this year. Results to be made available to General Council. Point was made by Wynford Leyshon that there is still a need to monitor the progress made on the original questions in the Review. It was stated that the Board has discussed ways of monitoring and a document will be produced to show procedures for monitoring, evaluating, recording and reporting.
- 5.92 Ian Griffiths (Swansea Harriers) – Question: When will clubs know the results? Answer: In the New Year, following a report to General Council on progress made, information would be made available to clubs and would be posted on the website.
- 5.93 Wynford Leyshon (Swansea Harriers) – Question: In the drive for excellence there is a need to measure performance. What measures are in place as there is a need for ongoing evaluation which is monitored? Answer: The leadership team has now established a defined structure with three tiers of ownership – Four Year Strategic Plan, Operational Plan for next year and individual members of staff have identifiable targets to meet. Plus the organisation is subject to external scrutiny.
- 5.94 Joyce Tomala (East Wales Region) – General Council members need an update on the issues that were raised on the Action Plan regarding timescales, delegation and priorities.
- 5.95 Jan Nugent (Rhondda AC) – Individuals who worked on the Fit for Purpose Review should be congratulated for all their hard work. She now feels confident in the future of the sport in Wales.
- 5.10 Hedydd Davies (Carmarthen Harriers) proposed acceptance of the Annual Report, seconded by Tony Curry (Aberdare Valley). Unanimously accepted.

6 FINANCIAL REPORT AND ACCOUNTS

- 6.1 Questions and comments from the floor
- 6.11 Peter Lane (South Wales Region) – Funding should be open to scrutiny by all stakeholders. The finance sub group experienced difficulties this year obtaining relevant information to carry out their duties. South

- Wales Region is concerned about possible negative views from those who supply the public funds.
- 6.12 Wynford Leyshon (Swansea Harriers) – An audit would provide clear information for stakeholders.
 - 6.13 CEO replied that reports from Sport Wales and Price Waterhouse Cooper have been satisfactory with noted improvements in our financial systems. One needs to consider the costs involved in undertaking a full audit.
 - 6.14 Hedydd Davies (Carmarthen Harriers) – The current accounts are inspected by D T Owen, which is all that is required for a limited company.
 - 6.15 Jan Nugent (Rhondda AC) – Financial information has been sparse this year, with not enough detailed information.
 - 6.16 Brenda Currie (General Council) – It has been agreed that General Council will receive very detailed accounts at each meeting.
 - 6.17 Carol Anthony (Director) – The problem lies not with the financial management but with the communication of the information.
 - 6.18 Peter Sowerby (Brecon AC) - An audit will not necessarily provide any more information. The problem is with lack of communication.
 - 6.19 Peter Lane (South Wales Region) proposed moving the motion proposed by SWRAC (item 15.2) to this point in the agenda, before the accounts and financial report are considered. The proposal was seconded by Wynford Leyshon (Swansea Harriers). The proposal was agreed (30 for, none against).
 - 6.190 A vote was held on the following motion proposed by SWRAC: 'That a full, independent, official audit of the accounts of Welsh Athletics Ltd from 1 April 2010 to 31 March 2011 be carried out.' Result: 20 votes in favour of the motion and 16 against. Motion carried.
- 6.2 CEO was instructed to ensure that the accounts are externally audited.
 - 6.3 Chair stated that, as a result of the acceptance of this motion, the Financial Accounts can not be adopted and that an EGM will be called once the accounts have been audited.

7 GENERAL COUNCIL REPORT

- 7.1 The Chair of General Council reported on attendance levels and presentation topics and highlighted the opportunities members had to question key members of staff.
- 7.2 Following on from the decision of last year's AGM that any surplus on registration fees in excess of £28,000 will be made available for funding grass roots activities, an application form was devised and applications for grants were received. Decisions will be made by a panel consisting of Chair and Secretary of General Council, one representative from each region and the Club Networks Manager.
- 7.3 General Council approved the establishment of a Progressing Coaching for Performance task group, presented by Gwyn Williams.
- 7.4 Efforts have been made during the year to fine tune General Council's role. Changes include the circulation of minutes to members within two weeks. Minutes will identify individuals/bodies responsible for any proposed actions with follow ups at the next meeting. Members will have the opportunity to influence the agenda and were reminded that their active contribution to proceedings is required. It was also agreed that the presence of directors at meetings of General Council could have an inhibiting effect on discussions and it was agreed that in future they should not be present. Consequently those

directors whose presence was necessary for the purpose of making presentations would be invited to attend for that purpose only and then retire from the meeting.

8 APPOINTMENT OF ACCOUNTANTS

8.1 D T Owen & Company, Carmarthen appointed. (38 for, none against)

9 APPOINTMENT OF PATRONS

9.1 Lynn Davies CBE and John Disley CBE were re-appointed as patrons. (38 for, none against)

10 APPOINTMENT OF DIRECTORS TO THE BOARD

10.1 Carol Anthony was re-appointed as a Director for a period of three years. (38 for, none against)

10.2 She was thanked for all her hard work and commitment.

11 ELECTION OF PRESIDENT AND VICE-PRESIDENTS

11.1 John Penny was re-appointed as President for a period of two years. He was thanked for his total commitment to this post.

11.2 Colin Davies was re-appointed as Vice-President for a period of two years.

11.3 As another Vice-President was required, Sue Sayer (North Wales Region) was nominated by John Penny (President) and seconded by Jan Nugent (Rhondda AC). The nomination was accepted.

12 REPORT OF THE AWARDS COMMITTEE

12.1 Colin Davies presented the fourth report of the Awards Committee (Alan Currie, Pete Morris, John Penny, Sue Sayer and Colin Davies). An information leaflet and nomination form for awards was distributed with this year's AGM documents. However the committee was concerned that the information only appeared on the website shortly before the closing date. The committee works under established operational principles. The group had considered the submitted nominations for the Award of Honour (3) and for the Meritorious Awards (22) and recommended the following:

12.11 Award of Honour

David Greene	Swansea Harriers, European, Commonwealth and World 400m Hurdles Champion
Derek Williams	South Wales Region, Gwent League and endurance official

The third nomination was withdrawn by the person nominated and we respect that action.

Nominations approved.

12.12 Meritorious Award

Ann Crimmings (Aberdare Valley)	Gill Brandrick (Presteigne P)
Dai Williams (Cardiff & Vale Schools)	Cath Alford (Rhondda AC)
Sarah Moore (Cardiff & Vale Schools)	Glyn Pugh (Rhondda AC)
Dic Evans (Cardiff AAC)	Eileen Rees (Sarn Helen)
Roger Grindle (Cardiff AAC)	Kevin Corcoran (Swansea H)
Dick Finch (Chepstow Harriers)	Owen Hedges (Swansea H)
Phil Jones Snr (Colwyn Bay)	Philippa Roles (Swansea H)
Jason Clifton (Cwmbran Harriers)	Charles Ashley (Wrexham)
Alun Thomas (Les Croupiers RC)	Frank Williams (Wrexham)
George Tudor (NWales XC Association)	Reg Burke (Wrexham)
Andrew Davies (Pontypridd Roadents)	

Meredith Richards (Sir Thomas Picton School & Welsh Schools)

All the nominations were approved

- 12.2 It was noted that there is a full complement of 10 Life Members.
- 12.3 The committee noted that more information is still awaited for two of the four nominations from the 2008 AGM and the two from the 2010 AGM. The committee is hugely disappointed not to have received further information on these individuals but the responsibility rests with the two nominating regions.
- 12.4 Because of their concerns, the committee makes a formal request that, in future years, the information about the award scheme is made available on the Welsh Athletics website at the same time as the preliminary notice of the AGM is circulated to individuals. Approved.

13 APPOINTMENT OF DELEGATES TO THE ORGANISATIONS ON WHICH THE COMPANY IS ENTITLED TO BE REPRESENTED

- 13.1 Commonwealth Games Council for Wales:
 - 13.11 Executive Committee (1) National Team Manager – approved (this post has not yet been filled)
 - 13.12 AGM (3) Matt Newman, Steve Brace and the National Team Manager - approved
- 13.2 Welsh Sports Association (1): Matt Newman – approved

14 ANNUAL REGISTRATION AND AFFILIATION FEES FOR 2012/2013

- 14.1 Voting took place on the proposal to continue with the current athlete registration fees and club affiliation fees with the following addition that U11 should pay £7.50:
 - 14.11 Athlete registration fees: £15 for seniors, £10 for U20/U17, £7.50 for U15/U13/U11
 - 14.12 Club affiliation £50
- 14.2 The proposal was passed.

15 NOTICES OF MOTION

- 15.1 From North Wales Region: That equitable space be granted on the Welsh Athletics website for fell and mountain running.
 - 15.12 Sue Sayer (Deeside AC) – Information is sent to the office but it is not always used. The discipline would like to see more news on the front page of the website.
 - 15.13 Dic Evans (Cardiff AAC) – Office should actively seek information
 - 15.14 It was noted that it was up to individuals to send in information but the office is now going through off track events to make sure all the information is correct. It was stated that RunWales will have in the future a separate linked website to provide coverage for endurance events.
 - 15.15 Motion approved
- 15.2 'That this AGM consider the reimbursement of the additional return travel costs demanded of athletes and coaches that attended the official Commonwealth Games warm weather training camp held in Portugal in 2010'
 - 15.21 Athletes and coaches attending the training camp made a contribution of £340 towards the cost and were responsible for booking their own flights. Because of the volcanic ash cloud, all flights back were cancelled. Alternative arrangements were made by the provision of a bus for which a contribution was requested. It is alleged that some

athletes were charged twice. Some refused to pay again and have received correspondence from debt collection agencies.

- 15.22 It was agreed that Welsh Athletics is liable for bringing athletes and coaches home from official trips. Records will be checked and, if any athlete or coach has been double charged they will be reimbursed. Motion was carried 33 to 0.

16 POLICY STATEMENT FROM THE BOARD

- 16.1 The Board has agreed that the position of Board Chairman will be for a set period of three years. After two years in this cycle a Vice Chairman will be appointed who will then succeed the Chairman at the end of his/her term.

Meeting started at 1.30pm and finished at 5.30pm without any agreement on the date for the 2012 AGM.

PLEASE NOTE

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