

WELSH ATHLETICS LTD

ANNUAL GENERAL MEETING

Annual General Meeting held at the Metropole Hotel, Llandrindod Wells on Saturday 31 October 2015.

Present:

Members of Welsh Athletics Ltd

John Collins	Vice President
Lynette Harries	Vice President / Chair of General Council
Carol Anthony	Chair of Board of Directors
Matt Newman	Chief Executive Officer / Director
Joyce Tomala	East Wales Regional Council
Keith Matthews	South Wales Regional Council
Dilwyn Davies	Welsh Schools Athletic Association

Fred Malkin	Barry & Vale Harriers
Dean Turner	Blaenau Gwent Athletics
Peter Sowerby	Brecon AC
Deborah Bull	Cardiff AAC
Hedydd Davies	Carmarthen & District H
Mary Jones	Cwmbran Harriers
Denise Harris	Deeside AC
Alan Currie	Neath Harriers
Hilary Goodger	Newport Harriers
Elizabeth Rowland	Pembrokeshire Harriers
Dee Davies	Rhayader RC
Lynn Cushing	Rhymney Valley
Richard Marks	Sarn Helen
Anthony Clements	Swansea Harriers
David Alun Williams	Wrexham AAC

Also present:

John Penny	South Wales Regional Council
Graham Webb	South Wales Regional Council
Tony Balmont	Cardiff AAC
Bernard Harris	Deeside AC
Ken Goodger	Newport Harriers
C R Powell	Rhymney Valley

Dave Edwards	Wrexham AAC
Arwel Lewis	Mountain Running Secretary
Jeff Marsden	Officials Committee Secretary
Paul Brooks	Road Running Committee
Marian Williams	Track and Field Committee Secretary
Dic Evans	Trail Running Committee
Pete Morris	Governance Sub Group
Kay Chapman	Welsh Athletics, Operation Support
Scott Simpson	Welsh Athletics Head of Coaching and Performance
James Williams	Welsh Athletics, Head of Operations
Brenda Currie	Minutes Secretary

1 Vice President's Welcome

- 1.1 Following the tragic loss of the President, Sue Sayer, Vice President (JC) welcomed delegates to the company's ninth AGM.
- 1.2 A minute's silence was observed for those who had passed away since the last AGM – Pete Duggan, Gwilym Evans, Ken Griffiths, Edwin Llewelyn Eaton, Keith Merrick, Alex Pavlou, Sue Sayer, Derek Tayler.

2 Apologies for absence

2.1	Steve Perks	Director
	Ivor Adams	Life Member
	Jan Nugent	Life Member
	Gwilym Williams	Welsh Schools Athletic Association
	Tony Curry	Aberdare Valley
	Jeff Aston	Les Croupiers RC
	John Aggleton	Mynyddwr De Cymru
	Alison Tickner	Oswestry Olympians
	Gareth Hughes	Prestatyn RC
	Bob Frost	Wrexham AAC
	Steve Livett	Menai T&F

3 Minutes of 2014 AGM

- 3.1 The minutes were unanimously accepted as an accurate record.

4 Matters Arising

- 6.10 Head of Coaching and Performance (SS) had attended a General Council meeting to explain the new Performance Team structure.
- 7.7 Chief Executive (MN) to respond to query regarding provisions for bad debts under the Financial Report.

- 7.10 Head of Operations (JW) had attended committee meetings to explain breakdown of events.
- 14.6 List of awards recipients on the website is still not accurate but Clive Williams is in the process of updating the records.
- 15.4 It was noted that no nominations had been received this year.
- 16.3 Head of Operations (JW) stated that U11s are now listed on the Registration Scheme website.
- 17.3 Governance Sub group had addressed Article 22.
- 17.4 Company Secretary (MN) is awaiting advice from solicitors.
- 19.3 Progress report on the company's Welsh Language Policy had been presented to General Council. Hedydd Davies (Carmarthen Harriers) commented on the failure once again to produce a bilingual Agenda and Annual Report. Chief Executive (MN) stated that a start has been made on implementing a Welsh Language Policy. It was noted Run 4 Wales replies in Welsh with queries and correspondence received in Welsh. There has been increased coverage of events by the Welsh media including BBC Wales, Radio Cymru and S4C. It is pleasing to note that IAAF have approved the inclusion of the Welsh Flag (not the UK flag) on publicity material for next year's World Half Marathon Championships. More members of staff are able to communicate in Welsh, and in particular the last three staff members appointed are bilingual. It was noted a bilingual Media Officer has been appointed, starting on 1 December.

5 Appointment of Scrutineers

- 5.1 Ken Goodger and Graham Webb, both non vote holders, were appointed scrutineers.

Proxy Votes received by the Chair on behalf of

Ivor Adams (Life Member) and Jeff Aston (Les Croupiers)

Chair of Board of Directors (CA) stated that the Governance Sub Group had withdrawn their Notice of Motion (agenda item 16.1).

Chair of Board of Directors (CA) made a request for the Agenda to be suspended after item 10 so that item 16.2 could be discussed. Approved.

6 Report of the Board of Directors

- 6.1 Joyce Tomala (East Wales Regional Council) commented on the inconsistency regarding the authors of various reports in the Annual Report. Some had been prepared by professional members of staff with no or little input from relevant committee secretaries while others had

been produced by committee secretaries. Head of Operations (JW) stated that he was now responsible for the Annual Report and that he should have consulted all committee secretaries.

- 6.2 Chief Executive (MN) said that the aim of the Annual Report is to give a flavour of all activities. It was noted that the production of an Annual Report is not a legal requirement and that UKA's report does not provide the same level of information.
- 6.3 Hedydd Davies (Carmarthen Harriers) commented that he was pleased with the overall production of the Annual Report.
- 6.4 The Report of the Board of Directors was accepted unanimously.

7 Financial Report and Accounts

- 7.1 The accounts had been prepared by O'Brien & Partners, Chartered Accountants.
- 7.2 Currently, a full audit is carried out every other year, so this year the accountants provided a full audit. It was noted that as the accounts are now far more detailed and complicated, including references to Welsh Schools and Run 4 Wales, a full audit will be carried out every year.
- 7.3 Funding this year has been squeezed. It was noted that public funding from the Lottery is specifically for Coaching and Performance. There has been a reduction of 4% (£50K) in funding from Sport Wales and a reduction of 50% (£40K) from UKA.
- 7.4 Sport Wales funding was originally linked to the Olympic cycle (2013-2017) but is now linked to the Commonwealth Games cycle (2015-2019).
- 7.5 Although there is a deficit of £44K showing in the accounts, there is a net surplus of £110K over the last four years.
- 7.6 Question from Hedydd Davies (Carmarthen H) regarding whether the organisation is providing value for money when looking at salary costs (£500K) and overall income (£1.2M).
In reply, the CEO (MN) stated that public funding KPIs have to be justified. There has been a growth in membership and in the club sector and a pleasing number of Welsh athletes are winning UK vests. However it is important that the organisation continues to deliver and hit its targets. It will be achieving this over a range of activities, including community programmes, expanding work of Network Officers, Run Wales Social Running Programme, and a commitment to Education and Performance.
- 7.7 Graham Webb (South Wales Regional Council) and Dic Evans (Trail Running) both commented on relatively poor performances by Welsh athletes at World and Commonwealth Games level. It was noted that the forthcoming World Half Marathon Championships in Cardiff will include a Home Nations International with the sanction of the IAAF and that Dewi

Griffiths will run for UK in the event. The recent World Mountain Running Championships held in Betws y Coed were a huge success and proved that expertise exists in Wales to stage major events.

7.8 Responding to questions from Pete Morris (Governance Sub Group), Chief Executive (MN) stated:

7.81 The Directors' remuneration refers only to the Chief Executive's salary as all other Directors work on a voluntary basis. The amount has been reduced to reflect the reduction in hours allocated to Welsh Athletics Ltd. Revenues from Run 4 Wales have been used to support Welsh Schools. The position of Head of Operations was created to cover the resulting work load in Welsh Athletics, following reduction in role of Chief Executive, but the Chief Executive is in overall control.

7.82 The Financial Sub Group has set a Reserve Policy of three months operation costs.

7.83 Run 4 Wales was established as a not for profit event management company with a Board separate from Welsh Athletics Ltd. However Welsh Athletics Ltd is a corporate director and the Chair (CA) of Welsh Athletics represents this body on the board of Run 4 Wales. Surpluses from Run 4 Wales are invested in Welsh Athletics for the development of grassroots athletics in Wales

Action: A Breakdown of amount paid in Licence Fees for events to be provided.

7.9 The Financial Report and Accounts were unanimously approved and adopted.

8 General Council

8.1 The Chair of the General Council (LH) reported that there had been changes to the working relationships between the General Council, the Chief Executive, Head of Operations and the Chair of the Board.

8.2 The main focus of the General Council was communication.

8.3 The new members on the General Council and Committees have made a significant contribution to the operational side of the sport.

8.4 General Council welcomed the achievements of many of our younger athletes.

8.5 There is a need for the General Council and the committees to make the wider membership aware of the Welsh Athletics Strategic Plan and their role in its implementation.

8.6 The General Council report, with thanks to the Secretary Joyce Tomala, was accepted unanimously.

9 Appointment of Accountants

9.1 It was agreed to continue with O'Brien & Partners.

10 Appointment of Patrons

10.1 Lynn Davies CBE, John Disley CBE and Rhodri Morgan were appointed as Patrons of the company.

The items of ordinary business were suspended after item 10 in order to address item 16.2 from items of special business.

16.2 To receive and accept recommendations to amend the Articles of Association, proposed by the Board of Directors

Since the formation of Welsh Athletics Ltd, the Board has consisted of 7 Directors - Chief Executive, Chair of the General Council, and 5 Non-Executive Directors. Welsh Athletics has signed up to The Governance and Leadership Framework for Sport in Wales. This framework recommends between 8 and 12 directors.

A special resolution was presented to increase the number of Non-Executive Directors to 7, making a maximum of 9 directors. For good governance it is vital to have excellent independent expertise.

The special resolution was accepted unanimously.

The meeting returned to items of ordinary business.

11 Appointment of Directors to the Board

11.1 Carol Anthony (re-election), Angharad Mair (re-election), David Roberts and Ron Odanaiya were appointed.

11.2 Director Sally Jones Evans was stepping down after her term three years and she was thanked for her excellent contribution.

12 Election of President and Vice Presidents

12.1 Lynette Harries MBE was appointed the new President.

12.2 Following the withdrawal of Clive Williams, John Collins and John Elward were appointed as Vice Presidents.

All appointments and elections were agreed unanimously.

13 To consider the Report of the Service Awards Panel

13.1 It was noted that there are two Awards Panels.

- a) The Service Awards Panel
- b) The National Awards Panel

The Service Awards Panel is responsible for adjudicating on Meritorious Awards, Awards of Honour and Life Membership. Service Awards are submitted to the AGM for acceptance

The National Awards Panel adjudicates on all other Welsh Athletics and external awards and are responsible to the Board of Directors.

The National Awards have been selected and will appear on the website shortly.

13.2 The Service Awards panel felt strongly that if individuals have given such quality service to the sport over a long period as to warrant an award then the presentation should be carried out in such manner as to reflect and fully recognise that service. This should also gain valuable publicity and public recognition both for the individual and for the sport.

13.3 Meritorious Awards

13.31 Tony Curry (Aberdare Valley) for over 30 years' service to his club, covering a multitude of activities from coaching and officiating to acting as the link with the local authority and sports bodies.

13.32 John Gough - race organiser. Well known organiser of the Pentyrch Road Races for over 30 years.

13.33 Jeff Marsden – official. His IT skills and knowledge have been of enormous benefit to the sport. He has been a driving force in the use of photo finish at schools level upwards, assisted Welsh Athletics in producing an integrated photo finish/results package and is now the secretary of the Officials committee.

13.34 Keith Owens – official. Responding to an urgent appeal to volunteer as a marksman at a meeting in Colwyn Bay in 1993, he went on to gain qualifications as a starter/marksman. He has officiated throughout North Wales on the track and over cross country.

13.4 Award of Honour

13.41 Keith Adams (Wrexham AC). A member of Wrexham AC for over 40 years, he has been a timekeeper at events at all levels throughout Wales and the UK. He has been notable for encouraging and supporting others in becoming timekeepers.

- 13.42 Graham Finlayson (Cardiff AAC). He has been involved with the sport for over 50 years. Using his experience as an endurance runner, he went on to organise cross country representative matches between Wales and the Army, and he then became the driving force behind the KRUFW road races around Cardiff, culminating in the annual Cardiff Cross Challenge. His knowledge and expertise in course and event management is second to none.
- 13.43 Gareth Hughes (Prestatyn). He has an excellent reputation as an organiser of events in North Wales and has worked tirelessly in administration at club and regional level. In addition he has used his journalistic abilities to promote the sport in the Liverpool Daily Post for over 30 years.

13.5 Life Membership of Welsh Athletics

- 13.51 Clive Williams (Cardiff AAC). There is a limit of 10 Life Members and following the recent loss of Gwilym Evans, a vacancy has occurred. Clive was a member of Birchgrove/Cardiff's strong endurance squad, but following injuries he moved into administration, notably announcing and commentating. His interest then extended to sports history and statistics, producing annual ranking lists, the Welsh Athletics Annual and was a leading member of the group which produced the History of Welsh Athletics plus he was a regular contributor to Athletics Weekly, Western Mail and BBC Wales. He was a non-executive director for two terms and was a driving force behind the biennial Awards Dinner and Hall of Fame.

13.6 All nominations were accepted.

13.7 Pete Morris stated that nothing tangible was awarded to Life Members, one of our highest appointments.

Action: Awards should be given to all existing 10 Life Members, with bi-lingual wording.

14 Appointment of Delegates to organisations on which the Company is entitled to be represented

- 14.1 Delegate to the Commonwealth Games Council for Wales Executive Committee – Scott Simpson
- 14.2 Delegates (3) to the Commonwealth Games Council
Scott Simpson, Matt Newman, Carol Anthony
- 14.3 Delegate to the Welsh Sports Association
James Williams
- 14.4 Approved en bloc

15 Determination of Annual Registration and Affiliation Fees (2016/2017)

- 15.1 The proposal to accept the current club affiliation fee was approved.
- 15.2 Head of Operations (JW) outlined the reasons for the proposed simplification of the registration categories and increase in the annual athlete registration fee. He has already presented the proposals to General Council, the four Regional Councils and the four discipline groups. There is a need to look at the income that is generated as the sport is operating at a loss and monies are needed to maintain current services, including insurance cover, education and events across all disciplines.
- 15.3 Discussion of the proposal followed. Topics raised included level of insurance provided, rising costs of domestic events, lack of paying spectators, increased costs of facilities. It was noted that if the fees had been increased in line with inflation over the last 4 years then the current fee would be £17. Last year membership increased by 16%, surpassing the target of 10%. An added benefit for members will be priority window for tickets for the 2017 World Championships in London.
- 15.4 Proposal to alter the junior (all age groups up to and including under 20) category to one tier at £10 and to increase the senior category to £17.50 was approved.
50 votes in favour, 4 votes against and no abstentions

17 Date and Venue of AGM 2015

- 17.1 AGM 2016 to be held on Saturday 29 October 2016 in Llandrindod Wells.

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