






Bromley & District Branch (BSAC #26)

63rd Annual General Meeting Minutes

President: Dave Newman

-  **Location: The Bridge Leisure Centre**
-  **Date: Monday 25 February 2019**
-  **Time: 7:45 pm for 8:00 pm start**

Total Members Present: 21
Committee Members Present: 9

I. Welcome from the Chairman

- a) Paul Nickells brings the meeting to order. Welcome to new & old members. Thanks to all for coming this evening.

II. Secretary: Approval of Minutes from AGM 2018 (see attachment)

- a) Proposer: Neil Clegg. **Minutes approved unanimously. The motion is carried.**

III. Chairman's Address

- a) Rough patch for the club. Membership has declined approximately 36%. Paul has announced his intention to step down as chair and step up as DO so he can lead the club on the diving front. He encourages all to come out a dive with is.
- b) Weather in 2018, the hot weather caused blow outs, which restricted diving. With reduced numbers, we couldn't put dive crews together to go out.
- c) We have been very fortunate that we have picked up Tony Snow (SE regional coach) as a member. BSAC has been pushing club integration with other clubs. Paul wishes we bring more into the branch.
- d) The club is still looking at more members become instructors. Paul will need help as DO. With new instructors, we can get new people in. We have seen a big influx of junior membership, but it doesn't take the club forwards directly, but is prestigious, nonetheless.
- e) We need to be seen more in the public eye. We attended the Scouts event in July 2018 in Kent, it was not as busy as anticipated (we have 35 go through a mini-try dive). Events need to be coordinated more and be more effective. Paul wishes we tap into contacts at the local contacts.
- f) Looking back on last year, the boat didn't go out and we should be aiming to use the boats more. Paul encourages DL and AD members to plan dives further away.

- g) Dinner & dance was a success. It was well attended, although smaller than 2017. We are looking at doing a summer event in conjunction. Paul invites suggestions on dry meetings.
- h) Questions:
 - i) Sue Roundtree raised the issue of timings for the boat and whether the club has considered moving or selling the boat. Paul's response is that in a year, if this continues, we will seriously consider it. Sue raised that BD1 is transportable so can be more useful. Sue raised concerns re profitability of 50/50. Paul is keen for members to become boat handlers. Paul wishes we take out the boats before the season to "shake off the gremlins".
 - ii) Bob Digby raises concerns around 50/50 profitability. It went out one time in 2018 but took up £2000 in costs. If we sold, we could subsidise a hard boat dive for members with the club. In previous years, the fees are large. Sandra raises that we should get a valuation of 50/50. Paul suggest we sponsor some hard boat dives anyway.
 - iii) Dave Newman (President) highlights that other clubs are in the same situation. West Wickham is being forced to relocate. The President supports amalgamation with other clubs looking further in the future. West Wickham may be relocating to the Bridge Leisure Centre, making it club number 3 that is based there.

IV. Secretary's Report

- a) Work we have done on GDPR
 - i) Neil gave a brief summary on GDPR and the new privacy policy. These are available on the website.
- b) The new website & club communications reform
 - i) Neil demonstrated the club website and gave a summary of how the committee now communicates and manages club/members' data.
- c) The WebCollect trial and how this is being implemented.
 - i) Neil gave a brief demonstration and background to WebCollect. It will be implemented in the new renewal cycle from 1 April 2019. Members will need to update their standing orders and can opt to pay by direct debit instead.
- d) The new constitution
 - i) Neil summarised the key changes by the Secretary and the consultation process
 - ii) Open discussion
 - (1) Neil Clegg spots minor error relation to committee term.
 - (2) Mike Roundtree raises issue around proxy voting raised at the AGM.
 - (3) Tony Cundle raises issue around online voting being abused, and it should be only reserved for uncontroversial issues.
- e) Motions proposed by the Secretary:

- i) Motion to adopt the new constitution as the constitution of the branch (see proposed constitution in appendix A)

Carried on condition of following amendments

- **Typographical error on committee term is corrected**
- **Addition of clause stating online voting used for uncontroversial issues only. Add wording to allow delay to facilitate discussion.**
- **Addition of clause to allow proxy voting at the AGM.**

- ii) Motion to re-confirm **Dave Newman as the branch's President Carried**
- iii) Motion to re-appoint trustees of the club

Reappoint Dave Newman, Mike Smith, John Curran

Appoint Sue Roundtree

Motion Carried

- iv) Motion to re-appoint auditors of the club

Bob Digby is standing down.

Paul offers candidates from the floor to propose themselves. Sandra Chick comes forward.

One candidate for auditor (Mike) still standing. Motion to reappoint is carried and motion to appoint Sandra is carried.

Paul N conveys thanks to Bob Digby for his hard work.

Motion: Mike Smith & Sandra Chick proposed as auditors of the club. Motion Carried.

V. Treasurer's Report

- a) Summary of accounts and the branch's financial status
 - i) See attachment with account summary.
 - ii) Mike raises concerns about the dinner/dance that is subsidising the activities of the branch.
 - iii) Concerns about NatWest were raised and difficulties. Cheque paying in has been an issue. Bob Digby offers his thanks from the floor with his help with the accounts.

Motion: Approval of accounts for the year 2018/19. Carried

VI. Diving Officer's Report

- a) Not present – no report offered
- b) Paul N emphasises need to move forward from lack of availability of the DO and Dive coordinator. This will change as of next month. Paul encourages participation from members in the running of the club and of course diving.
- c) Thanks from the floor & committee for Paul Prater's commitments to the club. Paul N will be in contact with Paul P

VII. Training & Equipment Officer's Report

- a) Training. We have 3 youngsters in progress and 1 adult – should be in open water by April. Quite a few try dives coming up – 7 in total, and trying to get the parents involved. The theory lectures are progressing too. There was discussion about the merits of different inland and shore sites for training our trainees. Mike & Jeff are doing their IFCs soon so will be able to help with training.
- b) Equipment: same as last year largely. Nothing much gas changed on this front. Servicing done at Kent diving as they have a quick turnaround. We are looking for more small to medium jackets for try dives and training as we have more teenagers in the club.

VIII. Membership Secretary's Report

Mike predicts membership will stay static. Loss has been from those being purged from the system. Mike emphasises that the new system will help with membership management.

Neil addresses increase in BSAC fees.

IX. Election of Officers for the Committee (effective from 1 March 2019)**Candidates Standing**

<u>Position</u>	<u>2018-19 Post Holder</u>	<u>2019-20 Candidate(s)</u>	<u>Result of Vote</u>
Chairperson	Paul Nickells	<i>None standing</i>	<i>No candidate</i>
Diving Officer	Paul Prater	Paul Nickells	Approved
Treasurer	Harrison Louca	Michael Burke	Approved
Secretary	Neil Clegg	Neil Clegg	Approved
Membership Secretary	Michael Burke	Neil Clegg	Approved
Dry Meetings Officer	Denise Betts	Denise Betts	Approved
Equipment Officer	Roy Harding	Roy Harding	Approved
Dive Planning Officer	Tony Lyon	Jeff Sharks	Approved
Boats Officer	REDACTED*	REDACTED*	Approved
Welfare Officer	Sandra Chick	Sandra Chick	Approved
Committee Member (without portfolio)	Jeff Sharkey	<i>None standing</i>	REDACTED* <i>Stands from floor</i> Approved

* The man with no name (ask Neil Clegg if you want details)

X. AOB

- a) Proposal to make our President Dave Newman an honorary member for life. Dave accepts with great pleasure. The committee & floor express thanks for Dave's service to the branch.
- b) Trophies have been postponed due to lack of training.
- c) Paul N clarifies process going forward without a chair. Vice Chair will be selected and act in the role. Paul N envisages this will last 2-3 months ideally.

Close of meeting: 22:06

Accounts Summary

Income

Membership Income

Compared to last year the membership income dropped to £2,548.35 compared to £4,544.20 from the year before.

This is a bit of a false figure as £358 of subscription revenue was cashed in 2019 and would have increased total subscription revenue to £2,906.35, this final figure would have represented a drop of 36% from the previous year.

The membership number has dropped from 31 total members last year to 23 this year, the biggest drop has been in the full diving members which has dropped by 8 from 21 down to 13 (a drop of 38%), we do however have 2 junior members now opposed to 0 last year which shows the club is doing a better job of targeting youth and bringing them onboard.

It is vital that the club increases marketing efforts to reverse the decline in membership numbers and the club has taken the first steps towards achieving this by revamping the club site and embracing new technologies such as QR codes to increase the clubs online presence.

Mermaids Income

The mermaids swim income has contributed £90 income this year which is a good source of revenue for us, they have been swimming with us for a while now and provide the club with a steady hassle free source of income that allows the club to keep operating.

Garage Rentals

Rental from the garages has contributed £1,385 this year compared to £1,007 from the year before showing that the garages is a key driver of sustainability for the club and the income we receive as a result of renting out some of the space allows the club to continue to operate.

Expenditure

[Boat Expenditure versus number of dives we did last year – break down can be seen in note 5](#)

The amount of money spent on the boats this year was £1,890.25 compared to £5,068.72 the previous year, which on the face of it looks like an improvement.

The boat expenditure was broken down to: £1,854.40 in March for the annual marina fees and £35.85 for towing equipment that was bought in April.

If you compare the amount of money spent on the boat compared to the rewards and benefits of having a club boat falls short as we have not been diving enough as a club to make the investment in boats worthwhile and we could simply use hard boats and skippers for the diving that we have been doing.

Final Net Position

The final net position for the year was a profit of £219.28 compared to a net loss of £508.51 from the year before, it should be noted that this is a cash based figure and that the bridge's December payment as well as the membership revenue previously mentioned do not impact it.

Bank Balances

The bank balances for the year were, current account: £4,360.61; savings account: £27,843.07 compared to the previous year of £4,235.68 for the current account and £27,748.72 for the deposit account.

As can be seen both bank balances have increased over the course of the year reflecting that the club made a profit over the course of the year and that the club is in a sound financial position

Dinner & Dance

The dinner & dance was a much smaller affair than last year and produced a profit of £435.10 compared to £702.01 from the year before, the club should explore options in terms of how it can increase the size of the event as it is a key source of revenue and profit.

Summary

In conclusion the club is in a sounder financial position than it was this time last year with the accounts showing a net profit and the two bank account balances having increased.

However, the main issue that the club needs to address is the declining membership numbers as this will have a significant impact on future revenues and the ability of the club to sustain itself, however the club have already taken steps to reverse this trend.

Expenditure for next year

There are no significant items of expenditure coming up for the next year other than what the club regularly incurs as part of it's ongoing/current activities.