

# BLACKBURN ACADEMY OF MARTIAL ARTS

## ANNUAL GENERAL MEETING

22 APRIL 2018

### Present:

Phil Turner (PT)	Stephen Nightingale (SN)	Peter Cheshire	Neil Traynor
Luke Godbold	Rizwan Patel	Frank Flynn	Dave Cottam
Laura Traynor	Kamni Thakur	Peter Moulding	Abhiseth Thakur
Bethany Harling	Linda Harling	Helen Morgan	Karen Procter
Laura Verran	Kyeran Saurin	Leanne Morrison	Annemarie Casey
Shazia Hussain	Michael McCormack	Leo Turner	Jacob Maginn
Patrick Maginn	Ruth Maginn	Zaynab Khan-Dyer	

### 1. Apologies for Absence

Apologies were received from Sensei Martin Dixon. The chairman had been supplied with 12 members proxy voting forms appointing the Chair to vote on their behalf.

### 2. Minutes of the AGM held on 19 September 2016

The minutes of the AGM held on 19 September 2016 were confirmed as a correct record.

### 3. Presentation of Accounts

SN presented the accounts to members. He explained that previously the club had been operating from 4 separate venues and these had now been amalgamated into the new Blackburn Academy. There has been a turnover of £9,374 with a net loss of £7,517. The company has no liability to corporation tax and has tax adjusted losses to carry forward of £18,627. SN and PT both invested Director loans into the company and are still owed over £10,000 each, with this being repaid on an ongoing basis. The largest expenses in the first 12 months of the Academy operating were legal fees, repairs and renewals, and rent.

AGREED: That the accounts be accepted by members.

### 4. Business Moving Forward

PT advised members that there is still work to do in the store room and kitchen. The venue is a business and he is currently looking at ways of generating income by renting out the venue during the day when there are no classes being held. All profit would be ploughed back into the business for the benefit of members. Interested groups will be invited to look around the premises, members were asked for suggestions as to which groups could be approached. As the Academy has now been open for 12 months we are applying for Community Amateur Sports Club (CASC) status. The club is owned by members and this would provide benefits to the club including an 80% reduction on business rates. It would also allow us to claim Gift Aid which results in an increase of 25% income from Government and will give us more funds. In order to apply for CASC there needs to be 4 amendments to the Articles of Association of the Company as follows:

## **1. Main purpose**

To operate as a sports club with its main purposes being to provide facilities for and to promote participation in the amateur sport of Ju Jitsu in Blackburn with Darwen.

## **2. Open to the whole community without discrimination**

Membership of the club shall be open to anyone interested in the sport on application, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs, except as a necessary consequence of the requirements of Ju Jitsu. Participants will have the opportunity to achieve nationally recognised qualifications, and progress into coaching and development. The club may have different classes of membership and subscription on a non-discriminatory and fair basis. The club will keep subscriptions at levels that will not pose a significant obstacle to people participating. The club committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the club or sport into disrepute. Appeal against refusal or removal may be made to the members.'

## **3. Non-distribution to members**

All surplus income or profits are to be reinvested in the club. No surpluses or assets will be distributed to members or third parties.

## **4. Application of assets on dissolution**

Upon dissolution of the club any remaining assets shall be given or transferred to another registered CASC, a registered charity or the sport's governing body for use by them in related community sports, providing it complies with the asset lock requirement of Article 3

Those present were asked to vote on two Special Resolutions to amend the objects of the company to include 1. and 2. above, and to alter the Articles of Association to include 3. and 4. above. The Special Resolutions are attached to the minutes.

AGREED: 100% of those present voted in favour of the two Special Resolutions.

## **5. Election of Board Director and Parent Director**

Members were advised that directors would be appointed on a rolling 4 year term. Leo Turner proposed Phil Turner for re-election to the role of Board Director.

AGREED: That Phil Turner be re-elected to the position of Board Director.

PT advised members that Karen Procter had volunteered for the position of Parent Director. Karen has already helped with previous charity events including the sponsored walk. The role will involve being an intermediary with students and any members who wish to raise an issue should approach the Parent Director who would then raise it with the Board.

Leo Turner proposed Karen Procter for the role of Parent Director.

AGREED: That Karen Procter be elected to the position of Parent Director.

PT stated that a new committee would be created to assist Karen in her new role and asked members to speak to him if they were interested in joining. The aim of the committee would be to suggest fundraising events and other events such as Christmas parties.

## **6. Membership Fees**

PT explained that the club is obliged to generate income like any other sports club. When the club was first formed there was no venue or funds. Now that the venue is up and running it is the right time to address membership fees. PT asked members if £1 or £2 per month would be a reasonable amount to charge. One member asked for clarification as to what existing coaching fees are used for. PT explained that these cover coaching and venue hire. A member then asked how this is different to when we paid for other venues such as St. Bede's. PT explained that it was no different but we now need to raise income to pay for new equipment for the benefit of students. This would be the same as other organisations such as the Girl Guides where members pay a fee to their local club and a separate fee to the national organisation. A discussion took place around having single and family memberships as some members felt it was unfair to apply the fee to every member of a family. A discussion was also held about how the fees would be collected.

AGREED: A annual fee of £15 would be charged for single members and the same rate would apply for families. PT will advise how fees will be collected at a later date and fees would be reviewed at the AGM each year.

## **7. Transfer of Defibrillators for Schools Funds**

The club is in the process of delivering their 14<sup>th</sup> defibrillator to a local primary school. It is proposed to transfer the project to the Academy so that the funds raised will benefit from Gift Aid. Each defibrillator costs £650 plus approximately £30 for a wall bracket. Over £1800 was raised at the recent Awards Night and students are asked to nominate their school by writing a letter outlining why their school would benefit from receiving a defibrillator. PT then contacts the successful school and together with SN trains the school staff on how to use the device. The school is given the funding to purchase the defibrillator in order to save on VAT. We also received 4 from the British Heart Foundation, one of which has been placed in the Academy for the benefit of our members. There are approximately 12 primary schools remaining in Blackburn who do not have one installed. All Blackburn high schools have one. 12 children per week suffer from a cardiac arrest, the defibrillators are not just for use by the school, they are available to the whole community, so the more we can install the better it is for our local communities. None of our donated defibrillators have been used so far but that is seen as a good thing! Each unit comes with an 8 year warranty, the pads and batteries last approximately 4 years and cost between £80-£100 to replace. If funds are available then the club would pay for these so that schools are not faced with additional financial burdens.

AGREED: That the fund is transferred to the Academy.

## **8. Any Other Business**

A member asked when the new membership fees would be payable. PT said this would commence in a couple of months and that there would be no increase in current coaching fees. The joining fee for new members has already been increased, therefore any members who joined in the last 12 months would not be liable to pay the new fee this year.

PT asked members if it would be beneficial to install a hot drinks vending machine. Most agreed that this was a good idea. A discussion took place regarding members leaving rubbish in the Academy as the club wishes to minimise the amount of waste generated. PT does not wish to place notices everywhere. There is a rubbish bin immediately outside of the Academy entrance and members are politely requested to place their rubbish in there.

PT thanked all members present for their time, the club couldn't do this without them and the meeting would have had to be rescheduled had not enough members attended.

The meeting closed at 2.25pm.

