



Plymouth Hockey Club

Charity No. 1166724

c/o 10 Wellington Street, Torpoint, Cornwall, PL11 2DE

committee@plymouthhockeyclub.org.uk

Club Members

March 2019

MINUTES OF THE PLYMOUTH HOCKEY CLUB ANNUAL GENERAL MEETING HELD AT BULL POINT ATP, ST BUDEAUX ON 24th MARCH 2019 AT 10:45HRS.

Present:	Rob White Louise Faull Xian Valentine Emma Phillips Brian Boucher Emily Boucher Charlotte Francis	Chairman Secretary Treasurer Welfare Equipment Communications Volunteer Officer
Members:	James Brown Sam Burston Shaun Burston Ian Curzon-Berners Lisa Davies Tim Faull Mark Fitzsimons Karen Griffiths Richard House Gordon Jones	Dean Large Tracy Large Angela May Glyn Parry Jo Rodgers Sian Sadler Ross Sadler Chris Vinson Joanne Weston
Apologies:	Claire Giadrini Karen & Dean Harmse Anne & Marcus Hicks Taimur & Tristin Huq	David Newnham Jo & Ian Mitchell Jill & Mel Robinson

Item	Decision	Action
(a)	(b)	(c)
1. Apologies	Apologies were received from those listed above.	
2. Minutes	<p>The minutes of the previous meeting held on 25th March 2018 were unanimously agreed as a true record by those present.</p> <p>Proposed: - BB</p> <p>Seconded: - EP</p>	
3. Matters Arising	<p><u>Item 3.3 - Training Programme.</u> There remained some concern over training for two hours, particularly for the youngest players. RW pointed out that training for two hours was optional. Players were permitted to rest on the pitch-side or retire to the clubroom if they so wished. It was noted however, that most players wanted to train for two hours, some stayed even longer. The situation would continue to be monitored.</p>	RW
4. Chairman's Report	See Annex A.	
5. Treasurer's Report	<p>1. <u>Statement of Accounts.</u> See Annex B.</p> <p>2. <u>Gift Aid.</u> XV reminded members of the importance of gift aid to the club's finances. In order to comply with GDPR membership forms were destroyed once gift aid was refunded; as a consequence, members were required to complete a gift aid declaration each year.</p> <p>3. <u>Bank Transfer.</u> Instructions for bank transfers would be included in the new Club Handbook. Transfer references were to include the player's surname so that payments could be correctly attributed.</p> <p>4. XV announced that she was standing down as Treasurer. She thanked RW for his support and assistance.</p>	All All
6. Election of Officers / Trustees	<p>1. The Chairman thanked members for their time and commitment before formally dissolving the Committee.</p> <p>2. Acting as caretaker, RW stated that three committee members had stood down due to family and other commitments. There had been only one volunteer, TF, for a vacant post. RW asked if any further volunteers wished to stand; SS volunteered.</p>	

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Cont.	<p>3. The following people were proposed, seconded and unanimously elected as Committee Officers and Club Charity Trustees (*) for a period of one year or until the next AGM:</p> <ul style="list-style-type: none"> a. Chairman - Rob White * b. Treasurer - Tim Faull * c. Secretary - Vacant d. Trustee - Jo Rodgers * <p>Proposed: - LD Seconded: - BB</p>	
7. Election of Club Committee	<p>The following people were proposed, seconded and unanimously elected as Club Committee members for a period of one year or until the next AGM:</p> <ul style="list-style-type: none"> a. Welfare - Emma Phillips b. Volunteers - Sian Sadler c. Comms - Emily Boucher d. Equipment - Brian Boucher <p>Proposed: - LD Seconded: - BB</p>	
8. Club Policies	<p>The following documents were proposed, seconded and unanimously adopted for the forthcoming year:</p> <ul style="list-style-type: none"> a. Club Constitution b. EH Safe D c. EH "Respect" Code of Ethics and Behaviour d. Club Equality Policy <p>Proposed: - EP Seconded: - JR</p>	
9. Recruiting & Retention	<p>1. <u>Recruiting</u>. During a very successful meeting to discuss recruiting and retention, many ideas had been put forward. The Club could not resource every idea; therefore, it was agreed to prioritise the following:</p> <ul style="list-style-type: none"> a. <u>Open Days</u>. Two open days would be held in the early part of each half of the season. The 	

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	<p>events would be preceded by a social media campaign starting in early August and be combined with 'bring a friend'. Invitation cards would be available from early September for members to formally invite their friends.</p> <p>b. <u>Flyers</u>. Two-sided A5 flyers would be available for school summer fairs, hockey festivals and other mass distribution opportunities.</p> <p>c. <u>Posters</u>. A3/A4 posters would be distributed to all members for display on notice boards in schools, shops, libraries, gyms and other facilities.</p> <p>d. <u>School Fairs</u>. The display boards, flyers and two activities would be prepared for parents and players to operate at their child's school fair.</p> <p>e. <u>School Magazines / Websites</u>. RW agreed to prepare a series of short articles on players for inclusion in their school magazines or on school websites. The articles would include a picture of the player in hockey uniform and a short biog.</p> <p>f. <u>Coaching in Schools</u>. This was a very effective method of recruiting new players but was entirely dependent on the availability of coaches. RW felt that sessions should be limited to 3-4 per school and the schools carefully selected. RW agreed to approach St Stephens in Saltash, which was forming a team for the first time; and St Andrew's School, whose headteacher had offered the opportunity. RW offered to assist coaches who could spare the time to undertake these sessions.</p> <p>g. <u>Hockey-Themed Parties</u>. Based on 'Goals' (football-themed) parties. It was proposed that the Club offer an hour of coaching and games, perhaps using a Quicksticks ball, followed by a meal in the Clubhouse. RW suggested that there should be a trial run with a member's party.</p> <p>h. <u>Influencers</u>. Two club members counted Johnny Mercer MP and Luke Pollard MP amongst their friendship group. It was agreed to contact LP first as he was a hockey player, to inquire whether</p>	<p>EB</p> <p>RW</p> <p>All</p> <p>All</p> <p>All</p> <p>RW EB All</p> <p>RW All</p> <p>RW Coaches</p> <p>All</p>

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Cont.	<p>he would be able to attend the prizegiving day. If available RW would write a formal invitation; if not, JM would be approached.</p> <p><u>Addendum.</u> The Rt Hon Luke Pollard MP was available and had been invited to present prizes.</p> <p>i. <u>Spectating.</u> RW agreed to advertise local adult and Summer League fixtures so that members could watch higher level games.</p> <p>j. <u>Key Messages.</u> When talking about the Club, members were encouraged to mention the following: friendly club; run by volunteer parents for kids; ClubMark accredited; best facilities in Plymouth; affiliated to Devonport Services HC. RW cautioned that we had to continue to live up to our 'boasts'.</p> <p>2. <u>Retention.</u> As important as recruiting was, retaining players was equally critical; "if there weren't enough players to form a team the remaining players would leave as well". RW requested that coaches and managers take more calculated risks, if required; such as fielding younger players, and girls in boys' teams.</p> <p>Coaches must develop dynamic and challenging sessions. This required planning; excellent advice was available on the England Hockey website and from other coaches within our Club and other clubs.</p> <p>It was important that all children felt welcome and valued. It was vital to support and nurture all players, but particularly the new ones. Existing players must be encouraged to take a full part in this process.</p>	<p>BB MF RW</p> <p>RW</p> <p>All</p> <p>Coaches Managers</p> <p>Coaches</p> <p>RW All</p>
10. Managers and Coaches	<p>1. <u>Adult Coaches.</u> A number of adult coaches were standing down or moving on. RW thanked them for their time and commitment.</p> <p>Fortunately, Gordon Jones, Ross Sadler and Mark Fitzsimons volunteered to join the coaching team in the new season. A draft organisation of adults is at Annex C for consultation. RW encouraged other parents to volunteer to assist on a formal or informal basis.</p> <p>2. <u>Young Coaches.</u> Concern was raised that the commitment of the young coaches was, perhaps, not</p>	<p>All</p>

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	<p>fully recognised. Often they would assist on a Sunday for 2 hours, give 1 or 2 hours on Friday and maybe an entire day with teams in the Devon League. Young coaches willing and able umpire were in particular demand. It should be remembered that young people's lives could be just as busy and stressful as those of adults, and that the Club must consider how this important resource is utilised, supported and developed.</p> <p>RW explained that allocating young coaches to age-groups was an attempt to avoid overloading the youngsters. It was regretted that this strategy hadn't been fully successful, and it would be more closely monitored next season. The umpiring situation would improve following the L1 Umpire Course in September.</p>	<p>All</p> <p>RW</p>
11. Training and Courses	<p>1. <u>Coaching</u>. There would be no internal coaching course next season. New coaches would be advised of courses to be held in the local area and encouraged to attend. All 'out-of-pocket' expenses would be reimbursed.</p> <p>2. <u>Umpiring</u>. The Club would host an England Hockey L1 Umpire's course at Bull Point ATP on Sun15 Sep 19. All coaches and managers were encouraged to undertake umpire training in order to facilitate matches. Volunteers should apply through the England Hockey website; fees would be refunded by the club or (better) used to offset membership fees.</p>	<p>MF, GJ & RS</p> <p>All</p>
12. AoB	<p>1. <u>Clothing Sizes</u>. The sizing for clothing was now the same for hoodies and shirts. Sizing charts were displayed on the notice board in the Club House and in the Wise Room.</p> <p>2. <u>Printing Fault</u>. The printed text on first batch of hoodies was faulty, peeling away on washing. Members whose hoodies were faulty should return them in order that the printing could be properly applied.</p> <p>There being no other business the meeting was closed at 12.15.</p>	<p>All</p> <p>All</p>
13. Next Meeting	The date of the next AGM was confirmed as Sunday 22 nd March 2020; subject to fixtures and competitions.	All

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(a)	(b)	(c)



L Faull
Secretary

R D White
Chairman

Annexes:

- A. Chairman's Report.
- B. Treasurer's Report
- C. Draft Club Organisation.

Chairman's Report.

Thank you everyone for coming. This is our one formal meeting each year; our opportunity to set policy for the coming year.

As your Chairman, I have the following to report: The season started well with a team in each age group and for the first time a proper U16s team. We had a full suite of qualified coaches and managers and every committee post filled. The Club entered the Plymouth League, the Devon League and the England Hockey U16 Girls League.

The Plymouth League got off to a hesitant start and then ran well until Christmas when the coordinator suddenly left. Since the New Year the league has been run by a committee of volunteers. The England Hockey also started poorly with a last-minute change to fixtures causing the team to miss its first fixture against Isca HC. The team's coach, Sam, organised a friendly against OPM ladies; a match which showed how capable the team was, narrowly losing. All age groups have benefitted from friendly fixtures with teams we know and some new to us. These fixtures have been a great success and I thank the coaches for their efforts in arranging them.

Whilst most of our teams and players have developed well through the season; the development of our goalkeepers has excelled. Building on last season's efforts, Ian Curzon-Berners has taken our goalkeeper programme to new heights. With input from top national coaches, Ian organised and ran our first open Goalkeeping masterclass. Attended by three external keepers as well as five of our own, the day was a great success and warmly welcomed by an often-neglected group. As Chairman, I hope that next season we will take the lead in running these masterclasses, not only for goalkeepers, but also for outfield players. Ian has kindly agreed to coordinate with England Hockey.

It is with regret that I am usually unable to watch our teams play, but I hear such great things from the coaches and managers that my heart swells with pride. Great skill, stoic performances and magnanimity in victory. These are the attributes of the sportsman, the very essence of what we try to develop at our Club. When most of you joined I would have said: "if you are the type of person who needs to win everything; this isn't the club for you". Although I consider each of your children stars, we don't do prima-donnas here; we make teams. Teams work together, teams help one another, teams support new and less experienced members, teams win games. I want you all to remind your children of that

when the game has been tough and when they want to blame ours for what has gone wrong; the team wins, or the team loses together. I can find no finer example of this spirit than our U16 Girls; out classed and hammered by Penzance, not once did their heads go down, not once did they give up; in all my years of running this Club have I never seen such a brave and determined team.

My final word is for the coaches, managers and committee members. Thank you for your time and effort. Thank you for your patience when parents don't reply to emails. Thank you for training our players and thank you for getting the teams out in good order to play. Thank you for all you do.

I am willing to continue as Chairman for another year, if so elected.

That concludes my report.

Treasurer's Report.



Plymouth Hockey Club
Statement of Accounts 2018 - 2019

Item	Income	Expenditure
Balance brought forward	-£2.33	
Membership Fees	£3,120.00	
Hire of Bull Point		£2,834.85
Equipment & Resource Purchases		£1,280.67
Coaching & Development		£466.57
Grants & Funding	£1,486.00	
League & Competition Fees		£70.00
Match Fees	£699.50	
Clothing Purchases & Printing		£704.65
Clothing Sales	£624.00	
Tuckshop	£35.41	
Sponsorship, Fundraising & Donations		
Totals	£5,962.58	£5,356.74
Balance carried forward	£605.84	

Club Organisation (Draft).



Organisational Chart (Draft)

2019-20

Chairman

Rob White *

* Trustee



As at 26 Mar 19