



SOUTH EAST HOCKEY LIMITED 2022 AGM MINUTES – 19:30 3rd August 2022

Attendees (via Zoom – the meeting was recorded)

Robin Lush Middleton HC
Jo Swift Meopham HC
Caroline Baynes EH Relationship manager
Beth Jacquin Edenbridge HC
Katy Ovenell Burnt Ash HC
Elaine Leithead EH relationship manager
S Moss Southwick HC
Mark Newman Holcombe HC
Jane Binner Purley Walcountians HC
Jenni Davis Dartford HC
Brenda Hogg Sevenoaks HC
Paul Moorey Horley HC
Chris O'Hagan Epsom HC
Hamish Middleton Lewes HC
Rachel Ruocco-Buchanan Cliftonville HC
Karen Stevenson Blackheath and Elthamians
Adrian Bettesworth Crawley HC
Tom SurrIDGE Horsham HC
Tim Pike Leatherhead HC
Nigel Swaffer Maidstone HC
Mike Kefford Guildford HC
David Thomson East Grinstead HC
Ali Buckland Sevenoaks HC
Kirstie Wright Burgess Hill HC
Chris Edwards Aldershot and Farnham HC
Gaynor Toms EH relationship manager
James Abley Fleet and Ewshot HC
Michelle Page Hailsham HC
Bob Sagrott Sutton Valance HC
Jane Walker Honeybees Hockey
Andy Porter Reigate Priory HC
Sarah Orr Epsom HC
Philip Hook Officiating group
Robert Preston Canterbury HC
Sanjay Bowry Trinity HC
Jamie Pinder Woking HC
Julie Bradshaw Adult Leagues Committee Chair and Crowborough HC
P Hodgson Surrey HA



Paul Whitney Blackheath HC

Apologies:

Dave Parson South East Junior Administrator
Paul Shackman South East Officiating Group Chair
Steven Mills Master Chair nominee
Claire Beetlestone Old Georgians HC
Kevin Williams Camberley & Farnborough
Jeremy Bunday South Saxons HC
Dan Wardle Bexleyheath & Belvedere HC
Paul Conroy Gillingham Anchorians HC
Robert Heinzl Lewes HC

Introductions

Loraine Bant (LB), Chair of the Board of South East Hockey Limited welcomed all those who attended and introduced her fellow directors, Ben Holder (BH) – Vice Chair, Ian Anguige (IA) – Finance Director, John Thompson (JT) – Operations Director, Tiffany Seymour (TS) – Governance Director and Mark Hollis (MH) – Director without portfolio.

1. Chair's Remarks by Loraine Bant

It is difficult to believe that pre Covid South East Hockey did not exist. We were one of the eight Areas that were structured from parts of the previous regions, and this meant we were one of the few of the eight who started from nothing with nothing.

It took us a time to plan and organise the Area so that we had a league structure that would work and under the leadership of Julie Bradshaw this has been successful. Julie has around her a group of volunteers who work with the clubs and the rest of the Adult Leagues and Competitions committee who have worked so hard on your behalf to keep the standards high in the leagues and who are very knowledgeable about their Divisions and the league set up. Losing our Junior lead very early into the season did not give a good start to the work and organisation of this section but Dave Parsons has done a fabulous job in providing competitions for our junior clubs and the schools. In the main he has done this work single handed. Both Dave and Julie were able to provide opportunities for indoor hockey although this was during a difficult time due to Covid. Paul Shackman, as officiating lead has done a fantastic job in leading the officiating committee. The Officiating volunteers work in small subgroups and have organised training and development for umpires and have covered a huge amount of games between them mainly on Saturdays but also on other days of the week to cover school and juniors matches and competitions too and we thank them for their support. We say goodbye to our master's chair– John Hughes and our Discipline Chair, Dave



Shields and thank them for their work this season. All these chairs of committees that make up our Management Committee with the Directors have good teams around them who work hard for the benefit of South East Hockey and its clubs and schools. On behalf of the Directors I thank all our volunteers – we always need more help with umpires stepping forward, being a member of a working committee or running events on a competition day. Please volunteer if you can.

Our Masters teams have rounded off the first season with some really pleasing results in their age group competitions – some of the teams combined with South Central to field teams – our hope is that this success will encourage more of the master's players out there to go for selection into a SE team and that we can field wholly SE teams next season. Results can be found on our website.

The Directors of South East Hockey have worked hard this year to establish the Area and give firm foundations for the further development including arranging a supplier for kit and adoption of policies. We now have an up and running website thanks to John Thompson and Mark Hollis's work with EH. We know that Twitter and other social media communications are the way to communicate – we need more help with these areas – again if you can support this part of our work contact Mark or John, who are the directors who are driving our communication methods forward. As I said at the beginning, we started with nothing and that includes funds. We along the route made more money than we thought, and this is to be given as a rebate back to our clubs against next year's fees and subscriptions. You will note that for next season the fees are reduced or similar to this year's charges. More on that from Ian in his report. I thank on your behalf, all the Directors for all their dedication - we say goodbye to our Governance Director, Tiffany Seymour, and thank her for her work and input to our discussions and debates. We also thank the England Hockey team who have worked closely with us in our first season or their guidance and support (Rich, Elaina, Gaynor and Caroline)

There have been no matters of any other business raised for tonight's meeting. Please put any questions in the chatbox and one of the directors or chairs of committee will respond via the chatbox during the meeting. If they cannot answer tonight, it will be addressed over the next few days. The reports that have already been posted will be taken as read with an opportunity for the author to update where necessary or add further explanation.

Last year when England Hockey persuaded me to take on this role – I said that I would only stay in post for two years – however the foundations have been set and now is the time for the next Chair to lead South East Hockey and develop the Area onto the next stage and beyond. I wish South East Hockey every success in the future.



2. The approval of the Minutes of the inaugural meeting held on 8 July 2021

Approved NEM CON

3. The Announcement of Post holder elections for the Director posts of Chair of the Board, Governance Director and the Chairs of the Adult League, Junior, Masters and Officiating Committees.

Announced, sole nominees for each post were elected almost unanimously.

Therefore the following were elected to the posts below:

Mark Hollis – Chair of the Board

Vacant – Governance Director

Paul Shackman – Officiating Group Chair

Julie Bradshaw (JB) – Adult League Management Committee Chair

Steven Mills – Masters Chair

Vacant – Junior Competitions Chair

4. The Company's Annual Accounts

Ian Anguige presented the draft accounts for South East Hockey Limited up to April 30th 2022. [Available in a separate PDF file attached to these minutes].

Introduction

My name is Ian Anguige and I have been Finance Director for South East Hockey Limited since the inaugural AGM in July 2021.

The last year has been challenging in many ways:

- GMS implementation;
- Bringing three counties and parts of two regions together, with widely differing procedures and financial models;
- Preparing a budget based on known history, but with no crystal ball as to how the season would pan out;
- Meeting club and team expectations both on and off the pitch.



Accounts

The accounts are prepared using seven cost centres (Funds)

- General
- Adult League
- Indoor Competition
- Officiating Appointments
- Officiating Development
- Juniors
- Masters

The final two funds for juniors and masters are not reflected in the accounts for 2021/22 as all financial transactions fell after 30 April 2022.

The largest of the above funds is Officiating Appointments and this area will likely raise the most queries and require the most explanations.

SE Hockey have a draft Reserves policy, which determines the level of reserves that the area would expect in each fund, although not necessarily attainable immediately.

Accounts Detail

General

This fund receives income from Membership Fees invoiced to clubs who selected South East as their home area.

The current fee per team is £15 of which £5 goes towards club umpire development.

The invoices have been prepared but not yet sent out, but the invoice values are reflected in the accounts. [Note this caused a discrepancy of £330 between the accounts shared earlier and the final ones presented at the AGM].

I am hoping that GMS will develop an easier way to distribute the invoices rather than downloading and emailing around 150 invoices

The income, costs and surplus can be seen in the accounts. There is a small reduction in income since the original accounts were produced and sent out

Adult Competition

The fund receives income from league entry fees which for last season was £15 per team.



As above the invoices have been prepared but not yet sent out. The invoiced amounts are reflected in the accounts.

The income, costs and surplus can be seen in the accounts.

Adult leagues currently have limited costs so my proposals for next year are to reduce the league entry fee from £15 to £10 per team

Indoor Competitions

9 teams entered the competition initially which was held in December 2021, paying £210 per team based on known costs.

Unfortunately due to Covid only four teams were able to participate so luckily Canterbury were able to reduce the venue cost and fewer officials were required

In view of the above the entry fee paid was now excessive and only a fee of £100 per team for all 9 teams is required.

A credit note of £110 will be sent to each club that initially entered.

You will see from the accounts that after the credit note is taken into account, there is a very small surplus.

Officiating Development

As mentioned above under General Fund, £5 of each team's membership fee is allocated to Officiating Development to develop club umpires.

£1,000 has also been allocated to Officiating Development from the Officiating Appointment Fund for development of appointed umpires at development days.

The surplus on this fund will be carried forward for umpire development in 2022/23.

Officiating Appointments

The budget for 2021/22 and charges to clubs were prepared with information available and using expected mileages based on SCHUA and Sussex HUA.

Umpire support appointments in the budget were based on SCHUA percentage of appointments which was 18% in the last full season.

Actual figures for support appointments during 2021/22 was 6.65% so the budgets for 2022/23 use 10% for all divisions.

Given the number of appointments where umpires doubled up last season and the fact that in some cases mileage was lower than that budgeted.

We were looking to achieve a surplus on appointments of £5,000 (to cover overheads), together with an additional contribution towards the reserves policy.



For 2022/23 we are looking for a reduced contribution from appointments towards overheads of £2,250, along with the reserves moving towards the expectation of the draft Reserves Policy.

The initial surplus on appointments for the year amounted to around £42,500, which exceeded requirements.

A calculation was done to determine what surplus was required and the result of this was as follows.

The rebate on outdoor league appointment fees proposed is

£13 for all SE Premier and SE Division 1 appointments (1552 appointments) reducing the fee from £35 to £22 per umpire per fixture.

£9 for all Invicta, Martlets and Oaks division appointments (673 appointments) reducing the fee from £25 to £16 per umpire per fixture.

There were 2,225 appointments in the 2021/22 season and the total rebate will amount to £26,233.

The overall surplus for 2021/22 is shown on the accounts, and reflects the credit notes to be raised to clubs for the rebate above, and this can be offset against 2022/23 charges.

Balance Sheet

Looking now at the Balance Sheet and Debtors/Creditors Report.

All officiating invoices to clubs have been paid, except one school which owes £50.

Membership and league entry fees will be sent out as soon as possible. The 2022/23 fees will also be sent out at the beginning of the season.

Although the reserves, particularly for Officiating Appointments have not yet reached the ideal level, this can be rectified over the next 2 seasons.

Proposals and Approval

The proposals for 2022/23 fees are set out on a separate page.

The AGM also has to approve the membership and league entry fees. Junior, Indoor and Masters fees will be set by the directors, subject to this meeting's approval.

The reference to Officiating Appointment Charges and mileage rates payable to officials are for information only and are not subject to approval at this meeting.

There were a number of questions and comments regarding the accounts. IA and the SE board were thanked by Purley Walcountians (seconded by Aldershot and Farnham)



for the rebate to clubs for umpiring appointments. The level of Officiating fees for the forthcoming season were also discussed with an increase in mileage rate paid reflecting current fuel costs.

It was also explained that the 'Sub Area Fee' proposed related solely to the payment BY county associations to the South East Area and was not a charge made to clubs. South East Area does not charge clubs a 'Sub Area (County) Membership Fee' and this is charged by Counties to clubs directly and is set by the Counties at their respective AGMs. The increase in the 'Sub Area Fee' to £50 was in line with that charged by other Areas.

5. The Independent Scrutineer's report on the Company

As the accounts do not need to be submitted for some time (31st January 2023) a scrutineer has yet to be appointed. IA will approach Charles Darby from London in the first instance and ask if he'll do it for two years.

6. The Proposals for Membership Subscription Fees (see below)

The Company proposes that the Member Subscription payments to the Company to be considered at the AGM be as follows:

For Voting Member Clubs, the proposal for Subscriptions shall be £15 per team, the amount charged for the 2021-22 season.

For Voting Junior or Occasional clubs, the proposal for Subscriptions shall be agreed on a case by case basis. Currently, no clubs fit into this category.

For Sub-Areas and other Organisations, the proposal for Subscriptions to be set at £50.

Carried by overwhelming majority, one vote against.

7. The Proposals for entry fees for Competitions and Leagues (see below)

The Company proposes that the entry fees for the Adult leagues shall be £10 per team, a reduction of £5 from the amount charged for the 2021-22 season.

The Company proposes that the entry fees for the Junior league (U14, U16 and U18) shall be at a level agreed by the Directors at the first board meeting following the AGM and not to exceed £20 per team, the amount charged for the 2021-22 season.

It is proposed that the entry fees for all other competitions be set by the Directors following informal consultation with member clubs and based on number of teams entering, hosting and officiating requirements.

Carried by overwhelming majority, one vote against.



8. Any Other Business (of which due notice of 14 days has been given by written notice of the issue)

JB briefed clubs on Adult League fixtures that should be available within the next few days. Once areas have them for review they will be loaded onto GMS. There have been issues with balancing them home/away which caused the initial delay. Small changes in Oaks divisions have also delayed final publication. JB confirmed that she would email a spreadsheet to club admins as soon as she has them.

JB also reminded clubs that GMS would be used across all Divisions for match sheets (although she expected there to be a couple of weeks' grace for lower divisions). Hopefully more enhancements will be in place by the new season to make GMS more mobile friendly. Draft League Regulations were approved at ASC yesterday, will be shared ASAP. League fixtures will begin on 24/9. Most leagues will have break start of ½ term. 10 team leagues will have a two week break with an aim to finish before Easter (Except for one division in Martletts that has 13 teams).

LB thanked JB for all her hard work.

Remarks made by the newly elected Chair of the South East Area board, Mark Hollis:

Initially I would just like to add my own thanks, not just to all the South East Clubs for playing a major part in getting hockey started again as post COVID restrictions were gradually lifted, but to all the devoted volunteers who have made that happen. As Lorraine alluded to in her report the organisation of the South East Area has also faced some challenges and we too have some devoted volunteers, but that is not to say that we don't need more. I am sure we can find a role for everyone who is interested but specifically we need a Governance Director for the Board. Please do get in touch if you can spare anytime to help us to develop the South East Area.

We will continue to face some significant challenges following COVID. Currently the financial pressures on your members and now following the wonderful success of the Lionesses on Sunday, the attraction of females to our sport may be a challenge. Football will undoubtedly derive a significant benefit from this success similar to hockey post GOLD in Rio.

As was indicated earlier, last year we started with nothing but as you have seen we have now established a good financial footing albeit that they do not reflect a 12 month period. That said this financial security has enabled us to further discussions and facilitate the rebate to clubs. Having now completed 12 months "actual" obligations the Board now need to finalise our reserves policy to ensure we can meet our financial obligations moving forward and then to consider how we can use residual funds towards the development of the South East Area.



We want to help our clubs, their members, and officials to develop and grow and as the new Chair I would like our management teams to look at how we can support. I am more than happy to discuss options or thoughts with any club and can assure you that we will consider everything to ensure that we help in this great sport being available for our youngsters or to those who feel they may be towards the end of their playing days and all in-between. Everyone can play a part or should be able to take part no matter what their age or ability. If you want to discuss anything further my contact details can be found on the website.

Finally, it comes to me to thank Loraine for her stewardship as part of the original transition group, and as our first Chair helping to structure the South East. She has done a great job setting us on the road and as she feels the time is right to step aside it only falls on me to say thank you. I know that you want to continue in the Sport moving forward and will continue to help Kent and the South East wherever, and whenever, so don't be surprised if you see her by the side of a pitch sometime in the future. As a recognition of your service not just for the South East but to hockey as a whole, I am delighted to confirm that the Board of the South East wish to recognise this by making you our first Lifetime member.

Thank you Loraine.

There were a number of questions in the meeting chat covered above, except a request to share Board meeting minutes. This request will be reviewed as there are items discussed at Board meetings that are not to be shared with a wider audience due to personal or club privacy constraints.

There being no other business, the meeting ended at 20:35.

John Thompson

Operations Director, South East Hockey Limited