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Description automatically generated**North West Hockey Ltd**

**Minutes of the 3rd Annual General Meeting of**

**North West Hockey Limited held on**

**6th July 2023 by Video Conference**

**Attendees:**

Chris Reece (CR) Chair

Shelagh Everett (SE) Vice-Chair

Niall Riley (NR) Finance Director

Leighan Bleadale (LB) Governance Director

Wendy McDowall (WM) Operations Director

Caroline Baynes (CB) England Hockey Observer

Harriet Tebbs (HT) England Hockey IT Support

Representatives and members attending (see Annex A).

56 Attendees

42 Clubs were represented.

3 Counties were represented (Cheshire HA, Cumbria HA and Lancs HA)

1. **Welcome and introductions**

CR welcomed everyone to the 3rd AGM of North West Hockey Ltd (NWH) and introduced Caroline Baynes attending at the EH Observer and Harriet Tebbs from EH attending to provide IT support to the meeting.

1. **Apologies for Absence and confirmation of Quorum**

Apologies were received from: Annette Badger (NWH Officiating Chair), Eunice Ellison (LancsHA),Gill Cussons (Liverpool Sefton), Simone McCaskill (Northern), Helen Cave (Harlequins Isle of Man), Chloe Becker (Oswestry),Kathryn Abbott (Preston)and Mary Bainbridge (Wrexham).

CR confirmed that the meeting quorum, of 15 voting members attending, had been met with 54 attendees on line at the start of the meeting. This was an excellent turnout and CR thanked everyone attending from Member Club’s, Counties, Legacy Members, North West Hockey, non-member Clubs who play in the NW Leagues and England Hockey staff for attending.

CR noted that eight proxy votes had been received in advance of the meeting.

1. **Chair’s Remarks**

CR reflected on the 2nd full year of operations for NWH and the progress made in delivering hockey under the new structure. The NWH core rolls and structure are now bedding in and NWH continue to work with the other 7 areas in England ensuring a shared approach to running hockey. NWH have now extended their delivery to include NW500 (masters) and junior indoor. NWH have a new Social Media Lead Taff Ahmed who is developing our NW Hockey Social Media and Wendy McDowall, NW Operations Director who maintains the NW Website. CR wanted to thank everyone involved at all levels of the game for their contribution, time and work. The changes are being delivered by an incredible community of people who week in week out make hockey happen across the North West.

CR updated the meeting on the NWH structure, roles and committees. Alongside delivering against the core responsibilities of NWH: Adult and Junior Leagues and Competitions; Masters; Officiating and Discipline, the management committee and Board are continuing work to develop a high level strategic framework for NWH. This aim is to align this work with England Hockey who are undertaking to review it's strategy and NWH’s strategy will be developed in 2023-24 with imput from Clubs/Members following on from the Clubs Forums held this season. The working themes being used for how we can promote, develop and grow hockey in the North West working with club’s and reflecting the EH Equality, Diversity and Inclusion framework.

In summary, CR said how we should be proud of what we have delivered as a NW hockey community and, on behalf of everyone who had participated in and enjoyed their hockey in 2022-23 season, thanks all those who had made hockey happen through what we offer:

* Adult and Junior Competitions and League; Officiating and Masters Hockey Committees and volunteers
* The Governance of NW hockey including discipline
* Club volunteers, officers, managers and captains
* Our Counties and all their volunteers
* All our NW and Club Officials and Umpires
* And all players and supporters of hockey across the NW

1. **Announcement of Post Holder election results**

Following an open Nomination Process, candidate details and balloting information was shared with members eligible to vote in NWH elections to elect the two Directors to the Board and three Committee Chairs.

Following the conclusion of the balloting process the following had been duly elected and appointed as Directors of NWH:

* Leighan Bleadale Governance Director
* Niall Riley Finance Director

LB and NR join Chris Reece (Chair), Shelagh Everett (Vice Chair) and Wendy McDowall (Operations Director) on the Board of NWH all of whom were elected at the 2022 AGM.

Following the conclusion of the balloting process the following had been duly elected and appointed as Chairs of NWH Committees:

* Vacant Chair, Adult Competition and League Committee
* Tony Taig Chair, Masters Committee
* Annette Badger Chair, Officiating Committee
* Vacant Chair, Junior Leagues and Competitions

It was reported to the meeting that after the AGM Calling Notice, an Expression of Interest was received for the role of Chair for the Junior Leagues and Competitions Committee. The NW Board will take this forward to the next Board meeting.

All were congratulated on their re-election and appointment and special thanks to Rebecca Stamper for her work in setting up the new junior structure for NWH and Chairing the committee into its second year despite resigning last season. Special thanks also go to Leighan Bleasdale who Chaired the Adult Leagues admirably over the last two seasons despite huge challenges.

The Board and Committee Chairs make up the NW Management Committee along with the appointed role of Area Discipline Administrator, held by Peter McInulty.

1. **Minutes of the last AGM held on 7th July 2022**

No matters of accuracy were raised.

The Minutes of the 2nd AGM of NWH Ltd were duly proposed by Jess Duffy and seconded by Paul Yates:

* the Minutes were **APPROVED** as a true and accurate record of the 2nd AGM held on 7th July 2022.

There were no matters arising not covered by the Agenda.

1. **Review of North West Hockey Ltd 2022-23**

To provide members with more advance information about the work of North West Hockey. A short summary Annual Report for 2022-23 had been produced and circulated in advance of the meeting. The Annual Report provided a narrative update to support the formal documents shared with the calling notice for the meeting. The presentation will be circulated by email, following the AGM and added as a news article to the NWH website northwest.englandhockey.co.uk

Key highlights were shared and the meeting.

* The Annual report was **NOTED** by the meeting.

1. **North West Hockey Ltd Financial Report 2022-23**

Niall Riley (NR) NWH Ltd Finance Director presented the financial report. A copy of the North West Hockey Limited Report to the Directors and Unaudited Financial Statements for the Period 1st May 2022 to 30th April 2023 was provided to members with the calling notice for the meeting.

NR provided summary of the financial position to the meeting which includes Masters and Summer 2022 activities for the first time. Now that the second year of operating has been completed, NWH has a better idea of costs going forward.

The key highlights were reported by NR:

* Operating Income £66,892
* Operating Costs £57,743
* Surplus on the year £9,149
* Ring-fenced reserves from dissolved associations £111,899

NR explained that in 2022-23, we received £2,247 in additional funds from dissolved associations. The funds transferred from dissolved associations were transferred to NWH on the proviso that they were ringfenced and used for specific activities linked in part to their original source. How the funds would be used would be an integral part of developing the NWH Strategy and prioritises.

NR confirmed that the Financial Statement had been independently scrutinised and had been approved by the Board and submitted to Companies House. We are exempt from Corporation Tax; however, tax is payable on Interest received on the Reserves.

The meeting:

* **NOTED** the Report to Directors and Unaudited Financial Statements for the period 1st May 2022 to 30th April 2023
* **NOTED** the Independent Scrutineer’s report on North West Hockey Ltd

CR thanks NR for his work managing the NW finances.

1. **Resolutions - Membership Subscriptions and Fees for 2023-24**

* NR stated that 2022-23 has given us a sound financial base. This will enable us to support hockey development in the Northwest and to reduce the cost of hockey for member clubs in the coming season. Therefore, NWH are proposing a 30% reduction in Membership Subscriptions and Adult League fees. It is proposed to put a 10% reserve into supporting development.

**8.1 Membership Subscription for 2022 – 23:**

North West Hockey Ltd Board and Management Committee proposed:

* For full voting Member Clubs that the annual Subscription for 2023-24 to be a member of North West Hockey Ltd shall be £17.50 per senior team (decrease of £7.50 on 2022-23 Subs)
* For Counties (Sub Areas) and other Organisations, the proposal for Subscriptions for 2023-24 shall be set at zero (no change to 2022-23)

The Resolution was put to the meeting and:

* **CARRIED**

**8.2 Entry Fees for North West Hockey Competitions and Leagues for 2023-24:**

North West Hockey Ltd Board and Management Committee proposed:

* For Clubs entering the North West Adult Competitions and leagues the annual entry fee of £10.50 per 2023-24 per senior team (decrease of £4.50 on 2022-23 Subs). Please note, this includes Development Teams as in last season 22/23.
* That entry fees for all other competitions (including Juniors and Masters) shall be set by the Directors on the recommendation of the relevant Committee and if required informal consultation with member clubs.

The Resolution was put to the meeting and:

* **CARRIED**

1. **Appointed Umpire Fees**

The meeting **NOTED**:

* That the North West Hockey Ltd Board and Management Committee had approved that the fee paid by Clubs where umpires are appointed by North West Hockey shall be £26.50 per appointment for 2022-23 (no change from 2022-23 fees)

1. **Update on Adult League Structure 2022-23**

Leighan Bleasdale (LD), Adult League and Competition Chair provided a short update on the Adult League Structure including:

* Completion of the second full season but the vacancy of Chair ALMC is essential to fill
* Presentation Evening to be held on 18th July at Golborne HC.
* Updated leagues structures are posted on the North West website reflecting promotion and relegations and adult league entry requests.
* 2023-24 fixtures are to be circulated to clubs via Excel spreadsheet to enable pitch planning.
* Revisions to the League regulations are at a final review stage and will be published as soon as possible.
* Various guidance documents to be circulated to Clubs (umpires, key dates & GMS)
* ALMC application process to go live once Adult League Regulations are approved

CR thanked LB for her leadership and work, along with the Divisional Secretaries, in delivering the second year on the new Adult NW League structure and alongside all the challenges with GMS. We will also be hosting an online Clubs Forum in September with all the new regulations for all Captains.

Anyone interested in the ALMC Chair vacancy, please contact Wendy McDowall at operations@northwesthockey.co.uk

1. **Any Other Business**

There were no matters of AOB raised in advance of the meeting.

During the meeting, a query was raised about fines being applied to Development Teams. LB confirmed that next season fines will be applied to teams who concede Development team fixtures.

Another query was concerning the structure of the Leagues. LB answered that all requests had been looked at and were being answered, which had in turn has led to a delay in fixtures being released. However, LB did clarify that the EH structure allows for 2 teams to be relegated in each division.

WM confirmed that the NW presentation will be sent out in due course.

The Chair thanked members and Clubs for their attendance and commitment to hockey at all levels across the North West.

The meeting closed at 20:06 hours

**ANNEX A – 2023 AGM ATTENDEES**

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| **Participants** | **Club/Association** |
|  |  |
| Harriet Tebbs | EH (IT Support and Observer) |
| Caroline Baynes | EH (Observer) |
| Chris Reece | Chair NW Board |
| Leighan Bleasdale | Governance Director NW Board and ALMC Chair |
| Niall Riley | Finance Director NW Board |
| Shelagh Everett | Vice Chair NW Board |
| Wendy McDowall | Operations Director NW Board |
| Peter McInulty | Bebington and Discipline NW Hockey |
| Rebecca Stamper | Cumbria/JLMC Chair NW MC |
| Taff Ahmed | Social Media Lead NW MC |
|  |  |
| Nick Rudgard | Alderley Edge |
| Emma Morris | Ambleside Hockey Club |
| Keith Proudlove | Bangor City |
| Graham Millington | Bebington |
| Artie Senior | Bebington/Cheshire HA |
| Jez Allen | Bowdon |
| Joanne swarbrick | Brookfield Hockey Club |
| Matt Lakin-Hall | Brooklands Ladies Hockey Club |
| Howard Morris | Brooklands MU |
| Sam Sheikh | Bury |
| Kristina Roper | Chester |
| Jenny Ratcliife | Chorley Phoenix |
| Rob Alty | Chorley Phoenix |
| Nathan Watson | Crewe Vargrants |
| Beth Alvey | Deeside Ramblers |
| Fran Loffler-Thompson | Fylde and Lancashire HA |
| Amy - Jayne Holland | Garstang |
| Ian Chapman | Garstang |
| Paul Yates | Golborne |
| Nic Bouchard | Horwich |
| Gordon Blunt | Kendal |
| James Fennell | Keswick HC |
| Carla Boustead | Kirkby Stephen |
| Rebecca Halliwell | Lancaster |
| Ian Entwistle | Lymm HC |
| Jess Duffy | Macclesfield |
| Danny Duffy | Mossley Hill |
| Grant Rolland | Northern H.C. |
| Rhys price | Northop Hall |
| Melanie Heaps | Prescot |
| katie Jarvis | Preston |
| Adam Massey | Rochdale |
| Jimmy Harwood | Sale |
| Nick Davey | Sedburgh |
| Alex Lilleyman | South Lakes |
| Ian Whitehead | South Manchester |
| Michael Moore | South Manchester |
| John Graham | St Helens |
| Haroon Bangee | Timperley |
| Tom Chaddock | Triton |
| Chris Regan | Ulverston Hockey Club |
| Gemma Booth | Urmston |
| David Hales | Warrington |
| Alex Fry | Whitchurch |
| Richard Belk | Windermere Hockey Club |
| Pat Sharples | Wrexham Glyndwr |
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