

CDT AGM March 2021
Monday 22nd March – Remote via Zoom

Agenda Item	Discussion	Decisions
1 Apologies	Jon Halls (JH)	
2 Welcome	Allan Jaunzens (AJ), Sharyn Bord (SB), Gemma Gordon (GG), Alice Clarke (AC), Karen Halls (KH), Rosie Davies (RD), David Bord (DB), Rosie Burnell (RB), Christine Tibbets (CT), Rich Bowers (RB), Rebecca Ledzion (RL), Dan Murphy (DM), Wai Ling Tsang (WLT), Seb Jaunzens (SJ), Marijke Heatrick (MH), Kate Millard (KM), Caroline Murphy (CM), Annabel Webb (AW)	
3 Minutes & Matters Arising	<p>Any amendments for the previous meeting? None</p> <p>Matters arising:</p> <ul style="list-style-type: none"> • AJ: Everything is covered by the agenda. At the time of the last AGM pre-lockdown, we discussed some exciting plans regarding upgrading our facilities. Clearly all of those plans have had to change due to the pandemic. Under pool hire fees, we had a comment stating that “coronavirus may affect our training” which was a bit of an understatement. 	Decision: Minutes accepted
4 Amendments to the Constitution	AJ: This item occurs every year. You should all have received details about the meeting, and you are given the opportunity to propose amendments. There have been none.	Decision: No amendments
5 Treasurer’s Report	<p><u>Presentation of Accounts</u></p> <p>2020 Budget</p> <p>RD: We were planning to make a small profit, which didn’t happen due to the pandemic. We have made a loss of just over £28k. This is thanks to years of careful financial management. In 2019 we made just under £26k, which was integral to helping us survive 2020.</p> <p>Income</p> <p>RD: As per previous years, our main source of income is fees (LtD and squad). We made about 40% of what we were expecting to make this year. This is due to the pool being closed, having smaller classes open in September when the restrictions were withdrawn. We still have a healthy waiting list for LtD, and we haven’t had more people leaving this year compared to previous years. We expect that our LtD numbers will be strong when we start again at the pool. We didn’t receive any grants or funding this</p>	

	<p>year, and the crowdfunding we received is allocated to 2021. We have had nearly £10k of voluntary payments under membership, and we have set up a hardship fund of £3k and contributed the rest to the costs of running the club.</p> <p>Expenses RD: Most of our expenses have been expected, with a slight reduction in most categories as those things have not gone ahead. The facility hire fees were lower than planned, and wages were slightly reduced as we were able to take advantage of the furlough scheme towards the end of 2020, we have reduced our SE membership categories, we have had an extension on our insurance, and we have had to pay for fewer hours work for our junior coaches. The only area we have spent ahead of our budget, is the website project. This was not included in our original figures, and it has not been affected badly by lockdown.</p> <p><u>Thanks to Auditor</u> RD: Thank you to Nicholas Sayer who is the accountant who has audited our accounts this year. We would like to record our thanks to Nick particularly as he has done it on a voluntary basis. AJ: Nick has confirmed that our accounts have been correctly reported. From 2019 – 2020 we transitioned to a new accounting software (QuickBooks) which Rosie has become expert in. We have had a lot of changes, but this will help us for the future.</p> <p>KM: Did we see how much the contingency was eaten into? Is it all gone? AJ: In 2017, 2018 and 2019 we tried to generate excess income because we were anticipating higher pool hire fees, which was successful. We have had very low pool hire fees in 2020 (a few hundred pounds) and the surplus we built up has been offset by our losses in 2020. The losses took all of the reserve from 2019, but thanks to the reserves from 2017 and 2018 we are able to satisfy the recommendations of having 6 months running costs for the club for unforeseen circumstances. For 2021, we have anticipated that we will make a loss, mainly due to reduced capacity for our LtD programme. At this moment, we have made some losses in the start of 2021, and we hope that when we return, our LtD classes will return strongly and provide income for us. Overall, we are still in a solid financial position, we have eaten into our reserves by £28k, but we still have some reserves left to help us get through 2021.</p>	
<p>6 2021 training and membership fees</p>	<p>SB: Presentation of 2021 monthly fees. This is also an annual item required by our constitution. They have been approved by the finance sub-committee prior to this presentation. Fees were increased to £30 per lesson for LtD at the end of 2020. The intended fee increase for CDT has been put on hold until</p>	

	<p>September as these members have been paying full fees throughout lockdown. Only amendments are to squads where their training times have changed and to accommodate a new squad (Newbies).</p> <p>AJ: If there are no objections, these will be the fees we impose. They will increase our income for 2021 on top of our 6 months of reserves.</p> <p>SB: These fees also cover membership to the club for a diver and one parent; the affiliation fees to SE East Region and County; insurance for the dive team and LtD – there is a lot rolled into those monthly fees and most clubs separate all of these extra costs and charge them as extra.</p>	<p>Decision: Fees accepted by AGM attendees</p>
<p>7 Reports</p>	<p><u>Head Coach Report</u></p> <p>AC: It's been a very different year. There's been a lot of development across the club, both divers and coaches.</p> <p>Zoom: We jumped straight onto Zoom training, and we had great success with this. When we were able to get into the pool the divers were all very cheerful and able to get started with diving quickly. They have all worked hard at the Zoom training and during the relaxed restrictions. We've done talent shows, show and tell, drawing, quizzes, challenges and all kinds of things over the year.</p> <p>Pool Times: We had planned to change some of our pool times before the pandemic, in order to offer additional sessions at external locations and make competitions easier to manage by moving sessions from the weekend. We should still have that option when we return to the pool.</p> <p>Dryland: In September we were able to get more dryland time than we expected, and it meant we could offer it to adults and entry squads. This was very positive and had a great effect on the groups and I hope we can continue with this soon. At the end of 2020, we were told that Cherry Hinton was going to be closed to us from January, but the council helped us a lot and we found Netherhall which is a great facility. There's a field, sports hall, gym, ballet bars in the studio and a lot more space. We have added 2 dry diving boards there and we are planning to open there on 12th April. We are in the process of getting a new storage container for our equipment. It looks like a great long-term solution for us, with excellent development opportunities due to a much larger space. We have to put in some bars and an overhead rig, but we'll wait until we know how the space works out before adding those.</p> <p>Video Replay:</p>	

We have started to replace the video replay system. We've upgraded the screen and using iPads and iPhones to create video replay onto the screen. But we hope to have better replay, different angles, and a better replay. It's also opened the door for us to get a portable replay system for dryland which will be a great opportunity for training. This has all been possible due to the crowdfunding campaign (just over £4k) which Dan also worked very hard on. We will be using that for the video replay and other equipment as needed. A vote of thanks was extended to Gemma and Tom for their expertise in putting this together.

Coach Development:

We have had some coach development: 2 of our junior coaches have done the assistant coach course at aged 16, and we hooked those into our LtD lessons in October; We've got Autumn onto a Level 2 coaching course. They've all done half of the course and can complete the practical elements when we return to training. All 3 coaches are doing well. Dan has been doing lots of development opportunities: In 2019 he went to Sheffield to shadow the head coach Tom Owens which was very useful, and he has carried that on via Zoom calls during lockdown. He has also been working towards improving organisation and planning skills.

Competitions:

We had a Level X competition with some great results, and Daisy won her event. It was good for the divers to have some motivation and to work towards something. This was a remote dryland competition, and it was great to see how hard the kids were working. A lot of kids thrive on all of the parts of being at a competition, but it gave us a good focus in our sessions. The next one will be happening.

Talent in Schools:

In April 2020 we were supposed to visit schools to talent spot, to help introduce more people to the sport, but unfortunately, we can't do that in the near future. We have put together a video of some skills and we are going to send it round to schools and they can send in videos of the kids practicing shapes. The aim is to get the word out about diving – we have a waiting list at the moment, but we need to keep that going. Hopefully we can get lots of springy and happy divers to join the club.

Zoom has opened lots of doors for us, and it's been great to provide full club training and workouts – we may continue that in the future. Also our communication with divers and parents has been much better – partly because we have had so much more time to talk to people. I can see us using Zoom to have meetings in the future even when we are back at the pool. Lots of positives for a very difficult year 😊

	<p>AJ: We are looking forward to getting back to the pool on April 12th.</p> <p>From the floor RL: I'd like to reiterate how well Alice and Dan have been engaging with everyone online and creating a relaxed but motivated situation. KM: None of the other clubs have been a patch on you two.</p>	
8 Election of Committee	<p>AJ: Hopefully everyone is aware that prior to the AGM we consulted with the existing officers to see if they would be willing to serve again for another year as it would be very difficult to go through our normal process of voting and election. All of our officers have said they are willing to stay on in their positions for another year. We have one vacant position which can be filled (Committee Member). I propose that I ask all AGM attendees to let us know if you have any objections to the listed people continuing to fulfil the roles for the coming year. If there is anyone attending tonight who would like to offer themselves for that vacant position, please do let us know.</p> <p>CT: I volunteered to join the finance sub-committee, but I would also like to take that position if that's ok.</p> <p>SB: I'd like to propose Christine Seconded by many</p> <p>AJ: We can still co-opt other members, please do join. We are always looking for people with new skills and time to give to the club.</p>	<p>Decision: No objections, committee officers as listed are elected.</p>
9 Thanks to the committee and retiring officers	<p>AJ: I would like to record our thanks to all existing officers of the club for volunteering their time in 2020 and in 2021.</p>	<p>THANK YOU EVERYONE!</p>
10 AOB	<p>None</p>	
11 Comments from the floor	<p>AJ: Any comments or requests? None</p>	

	<p>AJ: I'd like to say thank you to Alice, Dan and all committee members for all of their hard work over the last year. We have been in a fortunate position that we have been financially able to continue where many other clubs have not been able to continue. We need to take care in 2021, and while there is some uncertainty, we are excited to be back at the pool in April.</p> <p>The next committee meeting is to be decided. The next AGM will be March 2022.</p>	
10 Next Meeting	Next meeting: TBD	