

CDT AGM March 2024*Wednesday 27th March 2024 - Hobbs Pavilion & Zoom*

Agenda Item	Discussion	Decisions
1 Apologies	Josh Williams (JW), Catriona Wright (CW)	
2 Welcome	Allan Jaunzens - Chairman (AJ), Sharyn Bord - President (SB), Alice Clarke - Head Coach (AC), Gemma Gordon - Secretary (GG), Karen Halls - Welfare Officer (KH), David Bord - Championships Officer (DB), Christine Tibbatts - Kit Officer (CT), Daria Kujawska - Treasurer (DK), Angela Stevens-King - Parent (ASK), Jo Cave - Parent (JC) Zoom: Gaby Gallegos - Parent (GaGa), Susie O’Conner - Membership Office & Administrator (SOC), Jon Halls - Website Officer (JH), Seb Jaunzens - PR Officer (SJ)	
3 Minutes of the last AGM and Matters Arising	Minutes accepted Matters arising <ul style="list-style-type: none">● AJ: As part of the SwimMark audit, SE are checking policies and procedures and they have identified that the minutes from last year do not comply with their guidelines. The chairman is expected to report on the activities of the club, and I signed a written statement in Dec acknowledging this, “I shall improve our reporting process, and I duly apologise for my failure to report correctly last year”. Please see the full detail in the next section “4: Chairman’s Statement & Report”.	Minutes accepted
4 Chairman’s Statement & Report	Chairman’s Statement March 2024 (also attached) Our club faces challenges of ever-increasing scale: <ul style="list-style-type: none">● Increasing operating costs to use both the dry and wet facilities we need● An ever-increasing bureaucracy burden from Swim England in how we manage and report activities of our club● An economic climate where the families we serve in our LTD and squad programmes are also feeling financial strain In the face of such pressures, it's easy to forget why we are here . <ul style="list-style-type: none">● To give opportunities to our community to participate and achieve success in a sport we love, making sure our divers have fun along the way● To help our young people grow, as athletes, as junior coaches, and then as senior coaches for the long-term health of our sport	

	<p>As Chairman my job is to lead a club where we try to treat our staff fairly, keep costs for our 'Learn to Dive' or squad activities down as much as we can, and work in constructive partnership with those around us. We are grateful for the support and good working partnership we enjoy with both the pool operator GLL and the city council. There is always room for improvement in what we do, but a look around us reminds us how fortunate we are and how some other diving clubs face challenges greater than ours</p> <p>In the reports which follow tonight you will hear about our finances, our successes in the past year and our plans for the year to come. Through the hard work of our staff and volunteers our club remains a strong, financially secure, active member of the British diving community able to weather any short-term losses as we invest in the future of our sport. Indeed, in the last year we are pleased to report the successful completion of a diving apprenticeship scheme for Tadgh Owers through the support of Head Coach Alice Clarke and President Sharyn Bord in particular. We hope he may decide to stay in our sport and go on to support the long-term coaching resource available in diving in the UK. Our coaching and admin teams are also working hard implementing new management software to streamline processes and management of our finances.</p> <p>Finally, I am conscious that the work of the club relies not only on the work of its paid staff but also its volunteers without whom we cannot function. On behalf of our club president Sharyn Bord and myself I say thank you. We need you and welcome offers of support from others who feel able to contribute in the year ahead. We will remain focused on managing our finances and improving our operations and skills so we can continue to give opportunities to our divers in 2024 and beyond.</p> <p>Allan Jaunzens</p>	
5 Treasurer's Report	<p>DJ: Financial summary - 2023 accounts</p> <p>Summary: We have recorded a £14,883.53 loss in 2023. This is mainly due the increased cost of living, and other challenges. We have managed to sustain all of our operations, and we have retained a healthy cash position.</p> <p>In 2022 we had a profit of £15k which has allowed us to reinvest into the Club and subsidise activities in 2023. We had a planned deficit of £7k, with some liabilities of £4k from 2022, but it doubled over the year.</p>	<p>Decision: Accounts officially accepted.</p>

Income: We experienced a large decrease from CDT and LDT combined, due to an overall decrease in numbers. We also lost income from the camps and workshops due to low participation, possibly due to the cost of living crisis. We secured the same amount from grants, and we saw a little increase in bank interest and kit sales.

Expenses: The most significant expenses are related to facility hire, and there was a large and unexpected increase. Pool hire and dryland studio hire costs doubled compared to 2022, and we had to absorb those costs. We also had increased costs of website services and software tooling increases - these costs are justified as they assist with day-to-day work and help promote the Club. The cost of courses and kit purchases increased this year.

Staff: We planned for some increases in staff costs, and we supported Tadgh through his apprentice scheme. We have a commitment to retaining our highly skilled coaching team, with the possibility of expanding it in the future. The costs of professional services have been reduced this year, due to the reorganisation of the Club as we stopped outsourcing some operations.

Overall, our finances are stable, but we are keen to avoid more losses. We have created a budget for 2024, and we predict a deficit of £5k, mainly due to the decreased numbers in LTD sessions. We will revisit the need to adjust the fee structure again in 2024, in the Autumn term. Our 2023 accounts have been independently audited (please see the attached statement).

ASK: I'm surprised that the dryland prices have increased more than pool costs. Why is that?

SB: There was a liability on the dryland facility from 2022, which has skewed the profit and costs in 2022 (the liability wasn't met in 2022), which makes it appear that dryland is more expensive than it is in reality. It is roughly the same price as the pool hire.

AJ: Unfortunately, we have to absorb the increases in costs here. The hire costs will increase again this year, which is why we expect to show a loss again in 2024. In comparison to other Clubs, we are in a better position, but it is still costly for us.

SB: As we are independent, most of our LTD and squad divers are able to dive at a lower cost than other clubs.

CT: The drop in the income from CDT - where was the major reduction there?

SB: We had a lower membership number compared to 2022.

AC: We lost some older divers to sixth form, and we weren't able to bring in replacement groups (as an after-effect of covid).

	<p>SB: If kids change squads, or kids move out, the reporting also becomes confused.</p> <p>AJ: Overall, we didn't reach our expected numbers for the year. In 2024, we will focus on promoting the activities to increase the numbers.</p> <p>DK: We have lost ~100 LTD members over the year (we have also gained divers) but this is a high number.</p> <p>ASK: Do we know why they are leaving?</p> <p>AC: Not always. I try and talk to people on the balcony to find out more. We had made a decision previously to keep siblings together and we noticed that people didn't progress as quickly. We are changing that now in order to increase progression. I will be on the balcony to give feedback to parents and individualised feedback to students. We will also use ThinkSmart to help them view progress, we will do Flip and Fun to get them more involved, and we continue to train junior coaches.</p>	
6 Head Coach's Report	<p>Competitons</p> <p>We attended multiple competitions around the country, providing more competition experience to the divers, particularly the younger and lower levels. We also ran 4-5 competitions within the Club. We are looking to attend a similar number of events next year. We did get lots of medals, but we also had lots of happy divers.</p> <p>Some competition highlights</p> <ul style="list-style-type: none"> • First junior elite medal in a few years. • National Skills: We had 5 divers attend this year, with 3 qualifying this year. Our aim is to increase this and help encourage some boys into qualification too. • Age Groups: Our goal was to have more medallists, and we managed that with 5 (compared to 4). • Talent Games: Club record of 3 bronze medals. The conditions are changing in 2024, and it will be more difficult to enter. They are trying to make it more "scientific", including using force/movement plates to measure the speed of movement etc. We welcome this change of methodology from SE. • We were also East Region champs, which is a fantastic highlight of the year. <p>New Squads & School Visits</p> <ul style="list-style-type: none"> • 2 new squads: Dan has a new TID squad with 4 attending regional skills, showing fantastic progress. Tadgh has created a Mighty Mini group, and they are also progressing very well. • We are booked into 8 different schools for Talent Identification. This is mainly to promote LTD and get kids signed up, but also look for talented athletes. Some examples include Coton, St Matthews, Trumpington. We are visiting most of them in May, June, and July. We have also offered some free diving sessions to swimmers to help increase awareness and numbers. 	

Equipment Plans

- We use the studio twice a week to help build the strength of our divers. The skills assessed in Talent Games are important for diving, and we will be adding wall bars to Netherhall, providing more access to more divers. We hope to get the bars fitted in May.
- Video replay: We will add a second video screen under the 5m tower to allow the divers to see the screen more easily (out of the glare of the sun). The existing screen will primarily be used for promoting events and holiday clubs
- We are removing the old trampoline rig at Netherhall so that we can add one over the diving board
- We are also adding a new tap under the 5m to allow for easier board cleaning and maintenance

Coach Development

- Tadgh completed his apprenticeship and passed his judging course
- Dan & Tadgh attended a rigging CPD
- Dan is attending Team Z camps, which is the start of the British Diving pathway. He delivers the sessions and works on development while there. We are very grateful to SE for covering these costs
- Alice completed a SE course on self-awareness

Camps

- We took the two entry groups to Southend, giving more opportunities to the younger divers. We'd like to do that every year, and I've sent out provisional dates for this year
- We are also planning a trip to Birmingham in lieu of an expensive trip abroad. There are fantastic facilities at Birmingham, and we want to offer an experience to our squad divers. It's important to get the kids jumping off the 10m as early as possible.

Communication

- We'd like to improve communication, and we are going to implement the app Spond. It will make it easier for us to communicate information and make more useful groups for different events.

DB: It's an integrated tool for all communication, with the opportunity to share information across the whole Club more easily. It will be easier and more effective than WhatsApp.

AC: We aim to roll this out soon - probably before the end of April. We'll test it out with one squad first until we get used to it. We might get it up and running for East Region Age Groups.

	<p>DB: More parents were familiar with Spond compared to other similar apps</p>	
<p>7 Committee Officer Reports</p>	<p>Social Events AC: We have the BBQ booked for 7th September</p> <p>Championships DB: As Alice mentioned, we are aiming for 22 events per year, 7 of them are home events. We also want to explore if we can get a proper scoreboard setup at the pool which might tie in with the video replay.</p>	
<p>8 Election of Management Committee</p>	<p>See the attached filled committee positions sheet</p> <p>AJ: We have some free committee positions available for nomination, and Angela has kindly offered to assist with the welfare officer position. As a group, we need to approve these nominations this evening.</p> <p>In addition to the election of the management committee, we also need to nominate Custodians of the Club property. We need a minimum of 2 and a maximum of 4. Last year, it was Jon Monks, Gemma Gordon, Sharyn and Allan. The Custodians must be members of the committee, and therefore we need to replace Jon and Gemma with eligible members. Currently, the 2 custodians will remain as Allan and Sharyn, and we can use the next committee meeting to elect further Custodians.</p> <p>We also have 3 honorary life members: John and Patsy Harradine and Rich Bowers. They have agreed to continue to be HLM.</p> <p>Independent auditor of accounts. We will confirm with Natalie if she is willing and able to act as our auditor for 2024.</p>	<p>Decision: No objections, all are in agreement to elect as per the nominations</p> <p>Decision: Approved the change of Custodians</p> <p>Decision: The same honorary life members will remain in position</p>
<p>9 Thanks to Retiring Officers</p>	<p>AJ & SB: Thank you to Gemma for her continued help and time over the last 5 years.</p>	

10 Outlook 2024 & Beyond	AJ: We are in a good position as a Club and we are excited to be able to offer our divers more exciting opportunities. We are looking forward to the next year.	
11 AOB & Questions	KH: I'd like to say thank you to Alice, Dan, and Tadgh for doing a fantastic job coaching our kids. JC: Thank you for welcoming Hallie to the Club.	
12 Next Meeting	We will decide the exact date closer to the time, but it will be held before the end of March 2025. We need to hear back from Julie at Hobbs for the next meeting, and we need to figure out the best time for the committee to meet (working around training). Jo, Christine: Weds evenings are good for now (until September). Proposed date: Wednesday 1st May, 6 pm at Hobbs	

Cambridge Dive Team Management Committee		
Elected at the AGM: Executive Officers plus 7 committee members		
Executive Officers	Elected	Notes
President	Sharyn Bord	David Bord to shadow
Chair	Allan Jaunzens	
Secretary	Susie O'Connor	
Treasurer	Daria Kujawaska	
Committee members		
Championships and Events	David Bord	
Development and Workforce	Catriona Wright	
1	Christine Tibbatts	kit officer
2	Chris Church	
3	Josh Williams	Social Officer
4	Karen Halls	Social & PR
5	Jo Cave	

Named positions without need to attend meetings unless requested		
SwimMark		Catriona Wright to be adviser
Kit	Christine Tibbatts	
PR	Sebastian Jaunzens	
Website	Jon Halls	not attending meetings
Fundraising		
Divers Rep	Appointed by divers in September	
Club Appointed Positions		
Admin - membership	Susie O'Connor	co-opted
Admin - Finance	Daria Kujawaska	co-opted
Mandatory Club Appointment	must remain impartial so may not attend committee meetings	
Welfare Officer	Angela Stevens King	