

Birmingham City Netball Club

Minutes of Annual General Meeting 12th October 2022 at 7:30pm

Present: Dianne Barber (Chairman), Jonathan Barber (Secretary), Andy Frost (Treasurer-designate), Patricia Okunnu, Laura Marsden

1. Apologies: Jean Woodall-Llewellyn, Emma McKeever, Rhiannon Plews, Adrian Addis, Lynne Robinson
2. Secretary's opening remarks
Jonathan welcomed those attending and gave a summary of the context for this meeting. See Appendix for the full text.
3. Head Coach's Report
Dianne gave a report on the performance of the Club during the 2021-22 playing season. See Appendix for the full report.
4. Secretary's Report on membership.
Jonathan summarised the membership position past, present and future. See Appendix for the full report. In discussion it was reported that we had at last had a reply from the Netball Development Officer, Kirsty Dixon, to our question about when we would need to submit a renewal application for CAPS. She said that the whole of the CAPS system is currently under review by England Netball, and her advice for now is simply to keep our portfolio and certification (i.e. DBS, First Aid) up to date.
5. Presentation of Accounts
Andy presented the accounts for the period September 2021 to August 2022. These showed a turnover of roughly £40,000 with a last-year profit of £3206.56. These include the £4,000 which we received from the Celebrating Communities Fund. So on normal income and expenditure we made a £1,000 loss. The increase in subscriptions needs to be seen in this light. The bank balance at 31.08.2022 was in the order of £16,000. Hire of the Sports Hall is our greatest expense: our fees this year may rise considerably with inflation, although we have not been given details. The Profit and Loss account is attached.
6. Election of Committee Members.
Jonathan said that we needed to elect Chairman, Secretary and Treasurer. The only nominations that have been received were: Chairman: Dianne Barber; Secretary: Jonathan Barber; and Treasurer: Andy Frost. All these had indicated willingness to stand for election, and were declared elected by common consent. Jonathan then said that we need to elect other Committee members. Level 2 Coaches and the Safeguarding Officer are ex-officio posts; the Safeguarding Officer Rhiannon Plews has indicated that she is willing to continue in that role. Jean Woodall-Llewellyn has indicated that she will no longer take an active role on the Committee. For the remaining committee posts, Emma McKeever and Adrian Addis have indicated willingness to remain on the committee. Others who have expressed a strong interest, but have not yet positively agreed to stand are Natalie Hodgkins, Rebecca O'Sullivan and Ellen Dean. It was agreed by common

consent that Adrian and Emma were elected, and any or all of the remaining names would be added by the Committee after they had given their consent.

7. Adoption of Constitution and Rules

The Club has not had a previous AGM to approve the Constitution and Rules. Nevertheless versions of these have been in existence almost from the beginning of the Club. A revised version was approved by the Committee as part of our CAPS application in 2019 and a further revision was made in preparation for this AGM. The draft Constitution and Rules were approved by common consent and signed by the Chairman and Secretary.

8. Any Other Business

a. Players who are ill/injured at events

Laura Marsden had asked for this to be included. She had written: " I would like to find out and know what should happen if taking child/young person to a fixture when their parents are unable to take them or parents are lift sharing, is there a procedure that we should adhere to if the player becomes injured or unwell?" The Committee has subsequently prepared a policy statement (See Appendix) which was discussed and approved.

b. Netball Festivals

Laura raised this item as she was eager for players to have as much opportunity as possible for "away" events covering, for example, a weekend. The Committee was very sympathetic to this. We have taken three teams to the two day tournament in Nottingham in September this year, as we have almost every year since the Club started. In past years we have spent weekends at netball events at Brean Sands and more recently at Condover Hall. We had reluctantly come to the conclusion that while the netball at Brean was very good, the accommodation was unacceptably poor, and we had decided not to return there. Instead we took teams to a netball weekend at Condover Hall in 2019. As well as a reasonable standard of netball (not so good as at Brean because most teams were school teams not netball clubs) the girls had enjoyed other laid on activities such as archery and rock climbing when not on court. Food was laid on and of a good standard and the accommodation was very good. We had provisionally booked a weekend this October but found the logistics of organising it while still at the tail-end of the pandemic caused too many problems, so we had reluctantly withdrawn. Our policy is to look for and enter 'Club-only' netball weekends at Condover when these are available. We would also consider other options, that were mentioned, including netball festivals at Keele University, Leeds Rhinos and Butlins, Skegness. The main problem is finding people to manage our other teams while coaches are away: however having taken on more parent Team Managers this should be less of a problem in future.

9. The meeting concluded at 9:00pm.

Item 2. Secretary's opening remarks

Hello everyone and welcome. This is our first Annual General Meeting. Which is strange for a club that started in 1996. We have managed up till now, but this is just one of a number of changes that we have been making as we transform the Club from a one-woman band into a regular sporting organisation that can go forward into the mid- to long-term future.

In 2019 we did a lot of work to gain our Bronze CAPS (that's Club Accreditation Planning Scheme), and we were successful shortly before the end of the year. But we knew that there was still work to be done to comply with the spirit of the award. In particular we had never presented accounts or held elections at an AGM. Then Covid happened, and things went weird for a year or so. We did not feel ready to hold our first AGM last year, as things were only just getting back to normal, but we are ready now!

I would ask you to be patient while I tell you just a few of the things that we have already done as we work to transform the club.

- Believe it or not, we used to collect subs every week at training sessions, and match fees at matches – it's hard to imagine now! So we averaged our costs out over a year, divided by 12 and started monthly fees by bank transfer in 2017. This freed up the coaches and Dianne in particular from a lot of admin work at training sessions, so the coaches could concentrate on quality coaching.
- In 2019 we set up a committee consisting of the adult Coaches, a Safeguarding Officer (Rhiannon Plews) and myself. We started having regular committee meetings. We co-opted Andy Frost as treasurer-designate. He has been keeping our accounts for the last two years, and will be presenting the last year's accounts later this evening. He has indicated that he will stand for election as Treasurer.
- We have developed, and continue to develop our volunteers, giving our senior players experience in managing teams in the Little League as well as learning Coaching and Umpiring skills
- From Year 7 and upwards we no longer take beginners. Prospective players have to demonstrate during a two week trial period that they are up to a standard to make a positive contribution to our teams. In Year 6 and below we happily take on beginners, both in the Little League and in the Club. However players in Year 6 are not allowed to progress to Year 7 in the Club unless they also meet the standard for that year. This enables us to field better quality teams in the leagues that we enter.
- This year we have been successful in securing a £4,000 grant from the Celebrating Communities Fund – a legacy of the Birmingham 2022 Commonwealth Games. This has enabled us to set up a hardship fund to support parents who need financial help – mainly with one-off expenses that they would not otherwise have been able to afford. The Grant has enabled us to subsidise playing dresses so that all teams now play in the same kit. This makes us to be more professional-looking and more flexible since we are

better able to play players up to cover absences. The Grant has also supported Coaching and Umpiring courses for our young people. Finally it will help us to make our website to look more modern and professional. That's a 'watch this space' item!

- We held our second-ever social event last Saturday: we are looking further at ways of developing the social side of the club.

Today we elect members of the Committee for the first time. The Chairman, Secretary, Level 2 Coaches and SGO are ex-officio members, but we would like to see some new people with new ideas and fresh enthusiasm to help run the club. We particularly look to parents of younger members of the Club to help with running the Club. There are 4 posts up for grabs. Emma and Adrian have indicated that they are willing to stand.

There are also Roles which we do not have at present, and are not necessarily Committee Roles, but which would benefit the Club. These include things like a Social Secretary, a Publicity Officer and an Auditor. Please approach us if you have the skills and time to take on any of these. We also need more parents of older players to act as Team Managers. (We take it as given that you can work with and organise children! Apart from that, no special skill is needed.)

Today we also for the first time formally adopt a Constitution and Rules. We also have a couple of items of AOB which were notified to us in advance.

Item 3. Chief Coach's Report 2021-2022 playing season.

- We started the year with the Nottingham Tournament as usual, having spent all summer hoping and praying that it would go ahead. We took teams from Years 6, 7, and 9. The 6's did well and finished second in their group. The other teams had moderate success against some of the country's top teams.
- We entered the new Birmingham Intermediate Tournament in September. All our teams played well and enjoyed the day. Our Year 6s were winners of their age-group.
- We entered a Year 9 team in the Walsall League, kindly managed by Tony Brown and Lisa McNally and they finished above the middle of the table – quite an achievement for a team playing their first season in an adult league.
- We also entered three teams in to the Birmingham (Adult) League
 - Team 1 (Year 11) finished as runners up in Division 10
 - Team 2 (Year 10/11) suffered from inconsistency in makeup of the team and finished near the bottom of division 12.
 - Team 3 (Year 10) finished runners up on goal difference in Division 13
 - All the girls played well, many had to play up to a higher team. Covid hit both us and the opposition in waves.
- New this season was the start-up of a League in Sutton for year 5 to 7. We entered three teams: Years 5, 6 and 7. These games were meant to develop the girls and give them match play which they would normally not get during the winter months. We had some really big wins and a few losses. The Year 5 team did especially well, not losing a match and we gave them medals at the Presentation Evening.

- Our Under 14 and Under 16 Regional Qualifying teams both finished third in their age group, so just missed going through to play against teams from other regions
- The Intermediate League started in February with the pre-season Tournament and games started in March. We wanted to enter 10 teams, but we were only allowed one Year 5 team, so we shared the match opportunities between all the year group. None of our teams won their division, but all improved over the season.
- The Little League had another successful year with nearly 100 players in ten teams, ably managed and coached by senior players from the club among a few others.
- We played our Year 9 and 8A teams in the Dudley Summer League. This was the first time in an adult league for our year 8s, in preparation for Regional Under 14 Qualifying matches this September. As it happened the majority of teams in Dudley this year were junior teams, unlike pre-Covid. The sections were very unbalanced so our games were either easy or very hard. The Year 9 team were supported by the Year 10s whom we had to withdraw from the Birmingham Summer League and finished as Division winners after a very tough game against the very physical adult Bran-nu team.
- In the Birmingham Summer League two teams were entered from Year 11 and Year 10 respectively. I was conscious that the Year 11s had GCSEs, so I needed a large Year 10 squad to allow girls to play up the Year 11 team. The Commonwealth Games caused havoc to this League: venues were all over Birmingham and on different days of the week from the normal Wednesday. The Year 10s were given North Birmingham Academy on a Thursday and had to be withdrawn. The Year 11s were also given NBA but on a Wednesday. Travel took 40 minutes each way and became a real bugbear. The 11s started off very well, winning the first few games, but as the exam season started to bite, we had to use more year 10s who tried very hard but found the matches very challenging. The same girls were also filling in for the Year 9s in Dudley and emerged as winners, so it was not all doom and gloom.
- Susie Catling and Rose Frost completed their Into Officiating course and passed the practical test and can now both umpire. We have several girls trying to get onto this course, but the few courses that are published are filled within the first day.
- Lucy Hayes, Maddie McKeever and Megan Plews successfully did the online Level 1 coaching course and the latter two regularly help to coach the young ones on a Monday.
- The quantity and enthusiasm of young players entering the Club from Little League is stretching capacity of our present coaching team, hence the need for more help.
- We are in the process of appointing Team Managers for every team, and have money from the Celebrating Communities fund to support parents who would like to go into coaching.
- We saw a lot of happy and enthusiastic girls at our Presentation Evening, though it was a shame that no more could be there. We gave well-deserved awards to our most improved players in each team, and Club Awards to those who had made a special contribution to the life of the Club in terms of commitment, effort and availability.

- Thank you to the Coaches and Committee members.

Item 4. Secretary's Report on Membership

This is just a short report to tell you how we stand with membership. When Covid happened, we had around 120 members. We have grown considerably since restrictions were eased, and now have around 160 members, many of whom have joined the Club from Little League. New members in the year from September 2021 to Aug 2022 numbered 115; leavers totalled 75.

We aim to have around 20 players in each year group though we tend to see Year 3 and year 4 as one unit. 20 players in a year group gives us in theory 2 squads of 10 – which in turn allows us to field an A team and a B team in each year. In most years the numbers are approximately right, though we could still do with more players in Years 3 and 4, 7 and 10. In Year 6 we have around 30 on the books; we are running an extra team and have been operating a waiting list.

From year 5 onwards we expect players (except beginners) to have membership of the Governing Body, England Netball. Only a handful of players have not done this. Their parents know who they are. We are always willing to help parents to navigate the frustrating ENgage website to get membership; however those who do not (for whatever reason) have membership of EN through our Club cannot play in most of the Leagues that we enter.

All Players and their parents are required to accept the Club's Codes of Conduct and to return to us signed copies of these documents. We are still pursuing the 25% of parents for whom these are still lacking.

We are developing a more committed spirit among our players, particularly after they have started Secondary School. In Year 7 and above we need girls to make netball their first priority among leisure activities. Other clubs do this – which is (partly) why they beat us. We will not succeed if our squads are full of players whose other interests (sporting or non-sporting) make them unavailable for matches.

Finally: the membership figures show that we are a popular club. Dianne has outlined how successful we have been. We need with your help to build on and continue this success. The contribution of parents is often overlooked; your support, your willingness to be taxi drivers, Team Managers and other helpers is essential, so I think you should give yourselves a clap.

Item 8a. Players who are ill/injured at events

In the event of a player being unable to continue playing as a result of an injury or becoming unwell, a first aider should be called to attend. The first aider and coach or team manager should determine which action(s) should be taken:

- call for an ambulance

- obtain access to a defibrillator if necessary
- administer first aid for injury in accordance with guidelines communicated in *Emergency First Aid at Work* training
- call the player's parent or alternative contact to get the player picked up and taken home or to A&E.

A responsible adult should remain with the player until her care can be handed over to a paramedic, parent or designated alternative contact.