



**CHURCHDOWN CLUB  
ANNUAL GENERAL MEETING**

**Meeting held on 10 March 2025 at 7pm in the Function Room**

Present (Top table)	Gina Jones Jo Parry Hannah Benyon Andy Grainger Grant Burgess Patrick McCaffrey Anna Bevan Leo Tarrant  Graham Wildin Charlotte Nourse	President and Chairperson Hon Secretary Hon Treasurer Committee Member Committee Member Committee Member Committee Member Committee Member  Accountant/Auditor Club Manager
Other	Richard Fernandes Fred Etheridge	Tennis Representative Bowls Representative
Apologies	None	
Members Present	45	

<b>Item 1 – Opening Statement</b>	<b>Action</b>
<p>The President opened the meeting at 7pm. President confirmed that the attendance was sufficient to validate the AGM.</p>	
<p><b>Item 2 – Minutes from the last meeting</b></p> <p>Patrick McCaffrey proposed, Andy Grainger seconded, that the minutes of the last meeting were a true and accurate representation of all that was discussed at the 2024 AGM.</p>	
<p><b>Item 3 – Actions, and matters arising, from the minutes of the last meeting</b></p> <p>None</p>	
<p><b>Item 4 – President’s Annual Report.</b> <i>Georgina Jones gave a prepared speech:</i></p> <p>Ladies and Gentlemen, welcome to our Annual General Meeting. It is with great pride that I stand before you today to reflect on yet another remarkable year for our Club. Not only do we continue to flourish but we are on a strong path of growth and modernisation.</p> <p>This year, we have reinvested significantly in our infrastructure - upgrading essential equipment to ensure the highest standards in maintenance, security and health &amp; safety compliance. We’ve also refreshed the decor, updating our chairs and tables to create a more welcoming space for everyone.</p> <p>Before going any further, I want to extend my heartfelt gratitude to our dedicated committee members. Your time and commitment to the Club’s daily operations are invaluable. I also want to sincerely thank the businesses and volunteers who have contributed their time, skills, and support. Your efforts are the</p>	

backbone of our success and they do not go unnoticed. A special thanks goes to the committee members who have now moved on—we truly appreciate your contributions. A special thank you to Jo Parry,

who has stepped up into the role of Secretary. Hannah Benyon, our new Treasurer and Patrick McCaffrey will be taking the position of Deputy Chair. Are those present happy with the current administration? (The room was in unanimous agreement)

Anna Bevan and Leo Tarrant have also joined the committee, I would like to welcome them.

The whole committee have been working hard behind the scenes to keep everything running smoothly. I would like to extend a very special thank you to Patrick McCaffrey, whose dedication and hard work have given us the incredible photographs that capture the essence of our Club. His images not only document our journey but allow us to reflect with nostalgia on the Club's rich history and evolution.

Our Club Manager, Charlotte Nourse and our fantastic team deserve thanks, both members and visitors are always greeted with a warm welcome. I would also like to tell you that Sonia Richards has been appointed as Deputy Manager. Monthly reports will be available on our new website, they provide valuable insights into Club operations. Additionally, promotional efforts on social media and the CCL Newsletter have played a huge role in the success of our events throughout 2024 and will continue in 2025. Looking ahead to 2025, we're excited to continue this momentum with our popular Skittles nights, live music events, and festivals—all of which support our Access for All campaign.

I'd also like to express my gratitude to our Bowls Committee Representative, Fred Etheridge, and Tennis Committee Representative, Richard Fernandez, for their unwavering support. Their efforts, along with their teams, ensure the upkeep and continued success of these sections.

A big thank you to Delipizza for consistently providing top-quality service and enhancing our Club's dining experience. As we look to the future, our vision for 2025 is clear: we are committed to making our Club accessible to everyone in our community while continuing to build on the solid foundation we've established. Finally, I want to thank each and every one of you—our members—for your continued support and commitment. Whether large or small, every contribution makes a difference. Together, we are shaping an even brighter future for our Club and our community.

Thank you.

**Item 5 - Secretary's Annual Report.**

*Jo Parry gave a prepared speech:*

Good Evening

My name is Jo Parry and I have now been a member of the Committee for three years. I took over the role of Secretary last September when the previous incumbent, Clare had to step down due to work commitments. I'd like to take this opportunity to publicly thank Clare for all of her incredible hard work.

In a professional capacity, I have worked in Human Resources for 28 years and I am CIPD qualified. I have previously worked for Gloucester City Council, Gloucestershire County Council and Gloucestershire Constabulary and I presently work for a Professional Services Company.

I've lived in Churchdown for over 40 years and first visited the Club in 1985 to attend an 18<sup>th</sup> birthday party. As a lot of you will know, it was a very different place back then!

Like the rest of the Committee, I am passionate about improving and extending the offering of the Club and building upon its continued success. I believe the appearance of the place has been transformed over the last 12 months with the internal and external painting, the new more modern furniture, the consistent signage and not least the hard work undertaken to make the front more attractive and to improve its curb appeal.

The current membership stands at 461 compared to 478 at last year's AGM, a decrease of 17 however this is likely due to introducing rolling memberships earlier in the year instead of an annual renewal.

The funds raised to date for our Access for All Campaign is approximately £12,750. £5,000 of this has come through initiatives such as the quiz night entry fees, the 100 squares competitions and the fundraising buckets. In addition, there is a £2,500 grant from the Parish Council. They in turn have recommended the project to Newland Homes so I am in exploratory talks with them to see if they can help us in any way. The brewery have donated a £4,000 and there is a further £1250 to come so far from the sponsorship boards around the Bowls Green.

The progress since the campaign's launch last June has been slow. Unfortunately we were turned down for a National Lottery grant last year. However I have had several meetings with the National Lottery Funding Officer for Gloucestershire who has given us advice on how to make a subsequent application more likely to be successful.

Donations to the Just Giving Page have been disappointingly underwhelming.

Thank you.

#### **Item 6 – Auditors Report.**

Mr Graham Wildin reported:

Bar takings are up about 10% compared to the previous year.

Gross profit margin is down from 52% to 48%.

The committee needs to consider tweaking the gross profit margin to cover increased overheads like the national minimum wage and employer national insurance costs.

Other income is mainly rental income and is roughly the same as the previous year.

Total income for the year is almost the same as the previous year.

Staff costs rose by 4.6% due to normal wage increases.

£24,500 was spent on repairs.

£31,000 was spent on new furniture and fittings, which will be written off over a number of years.

The figure at the bottom of page nine is a figure in brackets of 113 pounds.

Depreciation on fixtures and fittings resulted in a net loss of £5,500 this year, compared to an £18,000 profit the previous year.

The club is in a good financial situation despite increased spending on repairs, issues, and wages.

There is a need to carefully consider spending over the next year or two to maintain cash reserves due to the current economic climate.

Overall, the club is in good financial standing and has had a successful year.

A question was asked in regard to a rent review for Spicey Aroma. The response was that this is due in September, and the current rent being paid by tenants is below the going rate. An external commercial rent review will be conducted, including the space rented by Deli Pizza and Spicy. Deli Pizza pays £500 for

two parking spaces, while Spicy pays £1,000 for the entire area. Deli Pizza is currently paying more per square footage than Spicy, making Spicy's rent a priority for review.

### **Item 7 – Treasurers Report**

*Hannah Benyon gave a prepared speech*

Hi Everyone

As a small introduction, my name is Hannah Benyon, and I am the new treasurer for the Churchdown Club.

I am an ACA chartered accountant with my own accountancy practice; I also teach accountancy and mark exam papers on a freelance basis.

I have been able to achieve this through an array of roles such as Senior Management Accountant for Ecotricity and European Financial Controller for Probo Medical. Most recently, I am just about to complete a 7.5-month contract as a Controls Transformation Specialist at Marlowe Environmental Services.

Therefore, I am excited to provide my skills and expertise to the Churchdown Club as the Treasurer.

We currently have a draft set of accounts which are being finalised with the Accountant and Auditors. These will be made available once completed.

The club is working with Wildins to update the fixed asset register and differentiate between revenue and capital items to improve the accounts.

Revenue has increased by 12%, with a gross profit of 48%.

The gross margin has slightly decreased but is within industry standards.

The club has approximately £78,000 cash in the bank, which has decreased due to spending on furniture, repairs, and health and safety work.

As part of my role as Treasurer, I am currently finalising a budget for this financial year so that we can work towards a modest profit this will enable us to plan and monitor income and expenditure during the year.

The budget is based on:

1. 10% sales growth – achieved through increased advertising, marketing and social/community events. As well as increased disparity between member and non-member prices.
2. Increasing the gross profit margin to 55% on both food and drink sales
3. Optimising operational costs where possible through a profit improvement plan

This will facilitate our 2025/26 goals to continue running the club profitably whilst ensuring responsible reinvestment, maintaining strong cash reserves and supporting the access for all project.

### **Item 8 – Bowls Section Report**

*Mr Fred Etheridge gave a prepared speech:*

Membership has increased and now stands at 62 members, all previous members with a few exceptions have rejoined.

The green looks in good condition and will be ready for the opening day on Saturday 12th April.

The shrubs on far side of green have been pruned and in some instances reduced in height, and further maintenance of the green is due to be carried out on the weekend 22nd/23rd March.

The patio area on far side of green has been cordoned off for safety reasons, will reopen when area is refurbished as planned by main club.

We will have for the first time the services of a grade 2 coach.

We are disappointed that the Club Committee have turned down our appeal to reinstall the honours boards appertaining to the old bowls club. We will now have to find another way of retaining this important part of the club's history.

#### **Item 9 – Tennis Section Report**

*Mr Richard Fernandes gave a prepared speech:*

Thank you to the Club for their continued support (table lending, re-posting facebook events, etc).

Numbers slightly down on last year, approximately 50ish.

We did a Tesco stand event in February to promote the club, which went well in raising awareness of the tennis club and main Club in general.

An open day is scheduled for the 22nd March 2-4pm (as the previous one was rained off). Again all about promoting the club etc.

Discussion was had about a possible team up with the Bowls Club to do a joint Tesco stand to promote both clubs

#### **Teams:**

The winter league is finishing. It went very well. We are 2nd at the moment, which is very good as we were promoted last year from 3<sup>rd</sup> to 2<sup>nd</sup>.

The summer league starts in May, hope to have three teams, two men's and one ladies.

The men unfortunately were relegated last year so we'll be playing in Division 3, however the ladies won their division and were promoted to Division 2.

#### **Grounds:**

The new Clubhouse is now sorted and we will carry on clearing the sides of the courts to prevent plant life overflowing and making the area a bit more appealing. Thank you for the sign.

The new fencing is being installed - hopefully end of April, beginning of May.

#### **Item 10 – Constitution additions or changes**

The President proposed a simplified version of the Constitution. Discussion was then had in regard to the reasons for the proposed changes with the Committee explaining to the members present that "the average reading age in the UK is eight years old". The Committee feel that things have evolved and adapted since the inception of the Club and whilst they respect the past, they also acknowledge the need to move into a more modern approach.

In the proposed amended constitution, members would only vote for a President, who would then appoint all other officers. An objection was raised that this would be undemocratic. The Committee explained that the current constitution requires waiting until the next AGM to propose and vote in new members, which

is problematic when members leave during the year. There is also a shortage of committee members and only one person has expressed an interest in joining under the existing constitution.

The President explained that a problem also arose with the bank stating that Charlotte couldn't have a bank card in her name because she wasn't a director. This made it difficult for her to make day-to-day purchases for the club. The Committee looked to change bank accounts but the application was denied because the officers hadn't been voted in at an AGM and weren't considered directors.

The proposed solution is to appoint a "Prime Minister" who then directs a cabinet, but members can still remove the committee. The proposed changes were also intended to streamline administrative processes, particularly regarding banking and HR.

A concern was raised that the new constitution would give one person the power to elect the entire committee and this deviates from standard practices in other organisations where members vote.

One member said that he believes the constitution allows co-opting, so there wasn't a problem. Another member stated that he had previously been on the committee for 5 years and in that time they never elected anyone so it's nothing new. He didn't see what the issue was and thinks the Committee are just trying to make the constitution simple and easy to read.

A vote was taken on the amended constitution and not carried.

#### **Item 11 – Election of Office Bearers**

##### **I. President**

Georgina Jones - Proposed by Patrick McCaffrey and seconded by Andy Grainger.

All present were in favour.

#### **Item 12 – AOB**

A question was asked as to whether there was an intention to bring back the monthly profit and loss accounts which have been absent for a while. The response was that there is an intention to bring them back after resolving communication issues with Wildin's regarding the timeliness of accounts.

A question was also asked what services Wildin's provide and the answer given was VAT, bookkeeping, year-end account, and audit services. Payroll is handled by an external person.

The accounts are audited externally due to the treasurer being on the committee.

The community's filed reports from last year are marked as audited, but the club stopped formal audits about 10 years ago via resolution to save money.

The reports are sent to the Mutual Society and logged as non-audited due to the club's size (employee count and revenue). This saves £3,000-£5,000.

The intention is to have a third party outside of the committee prepare and review the accounts, ensuring accuracy without a formal audit.

A question was also asked about the lights up to the car park. It was advised that Tewkesbury Borough Council are responsible for the lights, not the Club. Councillor Ben Evans has stated that they are due to be changed to LED's in April.

#### **Item 13– Closure**

The President closed the meeting at 8.25pm by thanking the Committee and all Members for coming.

Jo Parry  
Hon Secretary