

**Draft Minutes of Virtual AGM 2021**  
**Monday 17<sup>th</sup> June 2021, 8.00pm, via Zoom**

**1. Present**

*Jaime Cox, Jean Smith, Claudia Ringrose, Kirsty Smith, Mark Hawkins, Nathan Thomas, Neil Manley, Matthew Bennett, Nigel Parkes, Tom Sellers, Bill Greenwood, Gary Thorpe, Shaun Curtis, Donald Coleman, Nick Cusk, Mandy Starsmore, Beth Winfield, Pam Farr, Lin Leach, Stuart Mitchell, Phil Rowbotham, Amy March, Helen Keyworth, Sue Russell, Shez Coe*

**2. Apologies**

Barry Coe, Jan Randle, Louise Storey, Lee Paris, Mike Tanser, Tony Heath, Grant Carlin.

**3. Welcome by Chairperson**

Jaime Cox welcomed everyone to the AGM and thanked everyone for attending. Jaime advised everyone that the reports have been circulated in advance.

**4. Minutes from last year's AGM (10<sup>th</sup> June 2020)**

The previous year's minutes were accepted. Approved, adopted by Jaime Cox, seconded by Sue Russell.

**5. Matters Arising**

None.

**6. Review of Circulated Reports**

**Chairperson – Jaime Cox**

Welcome to the AGM Reports for the 2020-2021 season. Unfortunately, they are not how we wanted them to read, which was with loads of successes in terms of promotions and trophies but nonetheless we hope that they will sum up what has been going on in the background, during the season that never was.

Despite very little hockey being played, the Executive Committee have been very busy, holding monthly meetings, to continue working on how we can further improve the Club for its members and have it ready for your return. What has been happening in the various sections is detailed in the following reports so please do take the time to have a read of them. As you know, one of the major changes for next season is that we will move the Ladies, to join the Men, in the Eastern Region, from the Midlands and we will now have 10 teams travelling along the A14 throughout the season. This is definitely exciting times ahead!

I would like to take this opportunity to thank you for your continued support of Kettering Hockey Club, even in a season where not much hockey was played, and I am looking forward to welcoming in the 2021-2022 season with, hopefully, minimal disruption! Please stay safe and we will see you in a couple of months for pre-season training!



## **President – Jean Smith**

Welcome to our second virtual AGM. Last season we almost managed to complete the fixtures but this year was full of interruption and very frustrating for everyone. No doubt we should be thankful that we were able to resume some hockey towards the end of the season and enjoy a summer season with most players able to play for one of the teams.

I must thank the committee for their loyal contribution in these difficult times. They have worked tirelessly to keep the Hockey Club viable and intact. It is paramount that the Club has followed all aspects of safety and ensure that we are ready to play when the opportunity arises.

Personally, I believe next season will be even more challenging when all our teams play in the East Divisions. As a Club we will seek new rewards and successes. We are very much a Club which looks to the future. I'm sure every member will do their best to integrate well and seek more success for Kettering Hockey Club.

Trust you will all stay safe and I as President hope there will be more opportunities to watch from the sidelines again and cheer on all our teams. I have certainly missed this for fourteen months.

## **Secretary – Claudia Ringrose**

Without stating the obvious this has not been a normal season for anyone, with so many things not being able to take place. One event which was able to go ahead with a picnic outdoors was the awards for the previous season, which seems so long ago now. We have continued as a Committee to work with all the directives and guidelines from the Government, England Hockey and Bishop Stopford School. My thanks go to Sophie Reynolds and Matthew Bennett for volunteering as Covid Officer and working through all the documentation and risk assessments to ensure a safe return to play.

We have also continued to work on a range of matters concerning the running of your Club. As well as the tasks in hand we have also worked closely with the Main Club, Councillors, EH and Sport England regarding Club Future. Clubmark is due for re-inspection. Donations have been received for match balls and a new scoreboard pitch side. Following Gavin's passing away we have linked up with MIND and added the logo to our playing shirts. Our thanks to those of you who have kindly donated to MIND, letters of thanks have been sent.

As you are aware changes are afoot; England Hockey Governance will see an overhaul of how hockey is administered with county and regional associations being replaced. I have written to the NCWHA and Midlands to thank them for their years of service. All our teams will now be playing in the East.

We are as always indebted to all our volunteers that carry out work behind the scenes on the Exec Committee, Sub-Committees, coaching, umpiring, welfare, media and of course our captains. The Club would like to pay tribute to two long serving members that retired from hockey duties; Chris Hales for many years a player and umpire and Vince Davy – player, captain and Fixtures Secretary.

A final work of thanks to all our members and parents/carers who continue to make this Club what it is today. Stay Safe!

### **Covid Officer – Matthew Bennett**

The new season started with a new Executive Position a 'Covid-19 officer' which was created to meet the requirements of England Hockey and allow Kettering Hockey Club to 'return to play' as we came out of Lockdown 1. This role was filled by Sophie Reynolds and she ably prepared the relevant documents, risk assessments, worked with Bishop Stopford School and notified club members what they needed to do as we moved through England Hockey's Steps to Step 5 Full Competitive Match Play.

During the 2<sup>nd</sup> lockdown I took over from Sophie as she was moving from the area. We moved out of lockdown in December to play hockey but only for those in the right Tier! Our members living in Tier 3 areas (Leicestershire and Warwickshire) couldn't train or play matches for us and we couldn't play games in Tier 3 areas and car sharing wasn't permitted so it really hampered our league games. We also tested our processes during this period and I'm pleased to report they worked.

As we started the New Year, Lockdown 3 was upon us and now following Government and England Hockey we are back to playing hockey. I've become come familiar with various 'Steps' and 'Tiers' and the vagaries of Government guidance and how it's interpreted. I'm hopeful that this position will become redundant in the near future.

My thanks to my predecessor Sophie Reynolds for putting everything in place, the Exec, Captains, those that hire us the facilities and especially to you the members (and parents/careers) for following the various Covid requirements to allow us to return to play hockey.

### **Treasurer – Kirsty Smith**

Summary for Season 2020-2021 as at 1<sup>st</sup> May 2021. Please refer to the attached document *AGM 2020-2021 Finance*.

#### **Bank Reconciliation 2020-2021 Season**

Cash carry forward from 30 <sup>th</sup> April 2020	-	£9,392.64
Actual Income for 2020/2021 Season	-	£40,556.46
Actual Expenditure for 2020/2021 Season	-	£30,516.19
Petty Cash expenditure pending	-	£38.68
Cash balance held at 30 <sup>th</sup> April 2021	-	£19,432.91
Initial Surplus for 2020/2021 Season	-	£10,040.27
A number of players have prepaid for match fees and junior academy activities - therefore these funds are required to be refunded	-	£6,248
<b>Surplus for 2020/2021 Season</b>	-	<b>£3,792.27</b>
<b>Carry forward balance to 2021/2022 Season</b>	-	<b>£13,184.91</b>

#### **Management Account Report**

This report provides a detailed monthly breakdown of actual income and expenditure received during each month of the season commencing from 1<sup>st</sup> May 2020 to 30<sup>th</sup> April 2021.

#### **Trading Year Report**

This report is an overview of the year with a comparison to the previous year Income & Expenditure. Whilst this report has been produced it is hard to use this information as the season 2020/2021 has been an unprecedented season.

Majority of variances relate to COVID 19 and the reduction in Income & Expenditure as a result of the pandemic (see individual comments on *AGM 2020-2021 Finance* document for further information).

### **Overview**

Senior Membership increased to £120 and all other memberships increased accordingly (this brings the hockey section in line with the cricket section of the Main Sports Club).

Match fee price increased to £12 per adult and £6 per junior for all league, friendly and cup senior matches. Based on cash flow forecast there is no requirement to increase either payment for the new season.

The above increases have allowed the hockey section to operate in a surplus position whilst we have not received any additional income from social events throughout the season. The plan for the hockey section has always been that we operate in a surplus position each season and do not become reliant on donations or income raised from social events.

Huge thanks to Louise Storey who spends her Monday evenings trying to allocate match fees paid to the captains' match sheets. Thanks also go to the captains for sending these sheets over and then chasing the outstanding payments each week.

### **Senior Performance – Neil Manley**

The season started on a surprisingly upbeat note with little disruption caused by coronavirus. The Men's 1st XI were in the reckoning for promotion spots and the Men's 4th XI were also up at the "business-end" of their division. In the Ladies section, we managed to get five senior teams out every week which was great progress. There was quite a lot of re-organisation behind the scenes but we eventually had a good "back-room" team in place to support the Ladies section. Then, the virus reasserted itself.

I would like to thank everyone who pulled together to allow us to play any hockey at all during the various stages of lockdown. There was a lot of effort required to adjust pitch times/locations, umpire allocations & fixtures, not to mention dealing with the new Covid procedures and appointing a Covid Officer (special mention to Sophie and then Matt).

As we all know, the season became somewhat of a damp squib. However, looking forward, we have lots of things to be excited about.

The Ladies are moving to the new East area and so the entire Club will play in the same league structure. This is a great opportunity, especially for the Ladies, to move the Club forwards. We will have ten senior teams which is fantastic and I'm sure everyone will be excited about playing a whole season with renewed enthusiasm.

We can all look forward to many trips along the A14 to renew acquaintances with our rivals in the East, and thankfully none to the depths of Lincolnshire! As an aside, the Mermaid at Ellington is a great little pub for a post-match social on the way home.

I hope you enjoy your summer and I'll see you on the pitch / in the Club in August!

## Junior Academy – Nathan Thomas

### Membership – Affiliation

Age Group	2018/19	2019/20	2020/21
U8	17	19	11
U10	18	12	11
U12G	24	12	7
U12B	7	15	12
U14G	25	24	10
U14B	14	15	8
<b>Totals</b>	<b>105</b>	<b>97</b>	<b>59</b>

Affiliation numbers are still down versus national averages however this is a recognised problem countywide and not unique to Kettering. Numbers have dropped due to the majority of U14s moving on to senior hockey and some of the other age groups staying away due to Covid. We are seeing a number of juniors who did not start the season, returning to training after the restart in April.

### Schools

Due to COVID we have not been able to get into schools this year which has seen our numbers decline. We hope to have someone in place next season who can take Hockey focused training sessions. Volunteers welcome (you will be reimbursed for your time).

### Performance

Northants Hockey decided not to run any match days this season. A junior morning was arranged against saints on the 25<sup>th</sup> April which was very well attended.

Under 8s – Some very strong performances and lots of goals being scored.

Under 10s – Put up a very spirited performance vs a strong Saint side.

Under 12/14 Boys – We put up 2 teams vs Saints x1. A fantastic effort and display. Unfortunately, the lack of a goalkeeper showed, and the scores would have been closer if we had one. If your child is interested in playing goal, then there is a vacancy! We have a kit in the container which they are more than welcome to try on during Tuesdays training.

Under 12/14 Girls – A team made up of under 14s we dominant vs Saints. Winning 3 games and drawing 1. No goals were conceded due to excellent goal keeping.

### Challenges

Covid – Next season we will be able to get back into schools and run match days.

Under 8s / Under 10s – More numbers needed, hopefully when we can get back into schools this will be increased.

Under 12s / Under 14s – Due to a influx of juniors moving into senior teams (excellent) in recent years the numbers in these sections are starting to decrease. Unfortunately, this year we've been unable to pull students from satellite schools. Hopefully, this will not be an issue next season.

A new chairperson – I am stepping down from the junior academy so please apply if you think you can assist with the week to week running of the section.

A huge thank you everyone who has assisted this year and shame we were unable to play more hockey. Mark Hawkins, Mandy Starsmore-Young, Karen Mayes, Ben Mayes, Gracie Gault, Jess Prestedge, Ed Jennings, Darren Brookes, Lee Paris, Scott Mulligan and Pam Farr.

Special mention to Karen Mayes who has been a super star running the gate this season. She will be stepping down so again volunteers welcome who can assist registering everyone in.

## **Operations – Barry Coe**

It would be remiss to start an Operations Reports without noting a huge thank you to Sophie Reynolds who moved at Christmas to pastures new but made a huge impact in her time at the Club. She will be missed as a fine player and administrator and it goes without saying that Kettering's loss is very much Stourport or Worcester's gain.

### **Playing and Admin Operations**

In a season obviously very much affected by Covid the Operations team had a season that ebbed and flowed as restrictions came into place, were relaxed, came into place again etc.

### **Pitch booking**

Many thanks to Nathan Thomas who must have booked (and then cancelled) more pitches than ever. As a Club we are fortunate to have an excellent relationship with our primary pitch provider, Bishop Stopford. One the few occasions we have used Wrenn this has also been seamless. Hopefully with all teams in the East we should only have 5 teams at home so can currently manage Bishop Stopford at a full Saturday capacity every week.

Also, could I thank Kirsty for administrating, and the team at Bishop Stopford, for their help in orchestrating our Covid track and trace to allow us to play.

### **Umpiring**

Thanks also to Lee Paris who expertly took up Sophie's mantle as Umpire Co-ordinator. Even in this truncated season we have used 20 different umpires. We are fortunate as a Club to have so many willing umpire volunteers, and particularly a group of young umpires. It is no easy task matching umpires' requirements with players expectations but Lee has trod this line with aplomb. An area of umpire development nationally is to encourage more female umpires and this is something Kettering is also trying to address. Thank you to all our umpires, especially those who travel to do neutral games in the East Leagues.

### **Kit**

We have this season moved to our new supplier, Printable Promotions. Our thanks to them for this smooth transition.

## **Communication Operations**

### **Website/Social Media**

On a social media front Grant has taken control of Facebook and Instagram which have 542 and 840 followers respectively. The Club have agreed to invest in some targeted Facebook advertising that will hopefully increase our profile and attract some new members. Luke Naunton is in charge of the Club Twitter feed which has 504 followers. Luke and Grant have some good ideas moving forward and posts such as game day schedules and team news are on the horizon. Our website had 744 members and is well used especially for epayment of match fees. We regularly feature in the top 10 of all Pitchero hockey sites. All of this helps increase the profile and presence of Kettering Hockey.

## Socials

Obviously due to Covid there were no club socials this year but rest assured once we are allowed they will be back. Bingo Night, Race Nite, Beetle Drive, Christmas Party and Beer and Cheese Night are both great social nights but also help to raise much needed funds. The Club has always maintained that we cannot rely on fundraising but these events help to provide the icing on the cake in terms of providing equipment we would otherwise not have that help enhance the training or match day experience of our members. Please try to support the social events during the year.

## Sponsorship/Fundraising

As a Club we are always looking for a sponsorship/marketing person. It is a Club Committee position that is never filled but means we are missing out on either raising the Club's profile or gaining sponsorship from 'new' money. If you feel you can help please get in touch with the Exec Committee.

We are investigating a 100 club to start in the new season with prizes.

Finally, could I take the opportunity to thank everyone who, from an operational perspective, has helped the club in this difficult season. It is very much appreciated and we, as a Club, are lucky to have such a great membership who are always willing to step up when required.

## Development – Mark Hawkins

As time moves forward KHC must not be complacent with recent years of success stories about membership growth and sporting accolades, we must focus on keeping our 'hockey offering' to members fresh and innovative. If we fail in this endeavour the club will start to lose membership and everything so many people have worked so hard to achieve over the years. Currently there are two key areas the Development Officer within the Executive Committee has been reviewing to help keep our hockey offering fresh and innovative:

1. Hockey in Primary Schools
2. Additional Pitch Facilities

### Hockey in Primary Schools

For the previous 3 years we have been working closely with Northants Sports to connect with as many primary schools in the borough as possible. The aim is to help primary schools deliver high quality hockey to children aged 5+ and establish strong 'Club Links'. The hope is that young players and families will then join the Club and benefit teams for years to come.

The hockey program is based on 6 week blocks of 1 hour sessions delivered by a KHC coach. Blocks were funded by KHC initially then the school pays for subsequent blocks as they approach local and regional tournaments, however recent stresses on finances mean that schools must cover the cost of all blocks delivered (£180/block). Despite this many schools were happy to cover this cost. However, since Covid struck, the programs have hit a stumbling block as schools have been restricted in what external services they can provide.

Moving forward the plan is that KHC hosts 'teach the teacher' sessions at various schools to enable the teachers and PE leads to deliver their own sessions. This is a more cost effective option for KHC, easier for KHC to deliver and enables schools to deliver hockey on their own timetable. Working with Northants Sports, KHC expects to host more junior tournaments in the coming academic years as restrictions start to settle.

### **Additional Pitch Facilities**

Whilst our on-pitch offering has developed and evolved over time, the move to Bishop Stopford School to play means teams have been treated tremendously well with good facilities. Our membership growth has resulted in pitch access constraints to accommodate some current requirements and further growth, therefore the Exec Committee has been exploring options for additional pitch space in the town. KHC have the support of both England Hockey and Sport England acting on our behalf to engage with the council and other governing bodies to help our cause. Here is an update on where we are with all discussions about pitch development.

Back in 2019 we had already engaged with North Northants Council (aka KBC) to help them identify the need for more pitches suitable for hockey. This was then reflected in the latest council outdoor Pitch Playing Strategy however that was just a starting point for acknowledging the town does require new pitches and now we are actively exploring some options:

### **Kettering Sports Club**

Our Clubhouse sits on a huge space of land that is dedicated to sports and leisure. During April 2021 our main club representatives met with Notts Sports, who work with Sport England and England Hockey to deliver artificial pitch projects around the UK, to determine if there is enough space on our own land to build an artificial pitch. Unfortunately, due to the dimensions of the land and borders, together with limitations on approvals from governing bodies, this option is a non-starter. The main reason is that by impeding and reducing other sports space on the site, a new pitch would not be approved by all governing bodies; a new artificial pitch would reduce space for Archery, Cricket and Football.

### **Hanwood Park**

The new housing development located in East Kettering has featured open space dedicated to leisure facilities. NNC is negotiating with the developer what leisure facilities will be built on the space. However, despite numerous meetings and support of the Pitch Playing Strategy, the developer's initial application did not feature an artificial pitch for any sport. It has taken two years to get to this point and progress seems slow to the lay person but NNC have promised to keep us updated with this development.

### **KLV**

The current pitch is unusable however its development is an option. There are many considerations for this location both positive and negative but we can proactively engage with the council regarding how developments can meet KHC requirements.

Please be assured that the KHC Exec Committee are working closely with all governing bodies and the main club to thoroughly explore the two currently available options (KLV and Hanwood Park) to ensure our Club is in a position to maintain its forward momentum and support future growth.

If you have any questions about pitch development or working with schools please contact me at [development@ketteringhockeyclub.co.uk](mailto:development@ketteringhockeyclub.co.uk)

## **7. Answering of Pre-submitted Questions**

No pre-submitted questions received by Chairperson or Secretary.

No questions raised at the AGM.



## 8. Election of Officers

Chairperson Jaime Cox confirmed that all positions are available for nomination as existing officers all step down. He thanked outgoing officers. Nominations have been received; officers were elected as below. No votes were needed on the night. Proposed by Shez Coe, seconded by Amy March.

<b>President</b>		Jean Smith	
<b>Executive Committee</b>		<b>Treasury Sub-Committee</b>	
<b>Chairperson</b>	Jaime Cox	<b>Treasury chairperson</b>	Kirsty Smith
<b>Vice Chairperson</b>	Barry Coe	Junior treasurer	Vacant
<b>Secretary</b>	Claudia Ringrose	Senior treasurer	Vacant
<b>Performance Sub-Committee</b>		<b>Operations Sub-Committee</b>	
<b>Senior Performance chairperson</b>	Neil Manley	<b>Operations chairperson</b>	Nathan Thomas
Mens chairperson	Ant Paton	Comms Operations Lead	Not for nomination
Mens 1 captain	Grant Carlin	Social	Vacant
Mens 2 captain	Mark Hawkins	Social Media - Facebook - Instagram & Twitter	Grant Carlin Luke Naunton
Mens 3 captain	Vacant	Webmaster	Barry Coe
Mens 4 captain	Shaun Curtis	Marketing & sponsorship	Vacant
Mens 5 captain	Mike Tanser	Playing Operations Lead	Not for nomination
Mens Vets captain	Tony Heath	Umpires	Lee Paris
Ladies chairperson	Vacant	Fixtures men	Vacant
Ladies 1 captain	Beth Winfield	Fixtures ladies	Vacant
Ladies 2 captain	Michelle Tanser	Pitch booking	Nathan Thomas
Ladies 3 captain	Vacant	Admin Operations Lead	Not for nomination
Ladies 4 captain	Vacant	Membership	Vacant
Ladies 5 Captain	Vacant	Main club rep	Neil Manley
Ladies Vets captain	Shez Coe	Kit	Vacant
Skymoos captain	Gary Thorpe/ Pam Farr	<b>Development Officer (Appointed by Exec)</b>	Mark Hawkins
Head Coach	Andy Sellers	<b>Junior Academy Sub-Committee</b>	
All junior coaches	<i>To be appointed</i>	<b>Junior Academy chairperson</b>	Phil Rowbotham
All senior coaches	<i>To be appointed</i>	Junior secretary	Vacant
<b>Welfare Sub-committee (3-year term)*</b>		Junior social	Vacant
Welfare Officer	Nigel Parkes (3rd Year)	Junior development	Vacant
Vice welfare officer	Vacant	Junior manager rep	Vacant



Key

	Executive Committee Posts		Section Lead Chair (reports to Sub-Committee)
	Sub-Committee Titles		Club Officer (reports to Section Lead/Sub-Committee Chair)

\*Welfare Officers report direct to Executive Committee

Jaime Cox confirmed that Section leads will look to fill vacancies.

## 9. Any Other Business

### Summer Hockey

As Chairperson Jaime Cox was pleased to confirm that there will be hockey during the summer in various leagues – Skymoos (mixed), Exiles (men), 7-a-side (ladies). Good luck to all teams.

As Treasurer Kirsty Smith confirmed that match fees for the summer would be set at £6 for adults and £4 for juniors.

Kirsty also confirmed that she will be in contact with members owed from pre-paid match fees. These can either be offset against summer hockey, refunded or carried over to next season. She also thanked captains for all their support this season.

### England Hockey Governance

As previously communicated Jaime Cox confirmed that the ladies will join the men and play in the East League. No further details have been received to date.

### Main Club

As Chairperson Jaime Cox thanked the Main Sports Club, in particular Tom Sellers and Ian Russell, for their support during the pandemic and for looking at solutions re membership and pitch.

## 10. Close by Chairperson

With no further business, Jaime Cox thanked everyone again for their attendance and duly closed the meeting at 8.21pm