**Cambridgeshire Archery Association**

**Annual General Meeting**

26 October 2015 at 7:30pm,

Huntingdon Town FS, Jubilee Park.

Present

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| Philip Watson – **Chair** (Netherhall Archers) - PW | |
| John Gorman (Jolly Archers) - JG | Mary Watson (Netherhall Archers) - MW |
| David Gale (Jolly Archers) | James Curtis (City of Cambridge Bowmen) |
| James Fletcher (Jolly Archers) | Paula Langton (Netherhall Archers) |
| Steve Millward (Archery GB) | Steve Haynes (Jolly Archers) |
| Gill Millward (Archery GB) | Andrew Nightingale (Netherhall Archers) |
| Simon Matthew (Pathfinder Bowmen) | J Hoare (Jolly Archers) |
| L Hoare (Jolly Archers) | J Waters (Pathfinder Bowmen) - JWaters |
| J Searle (OOBAC) | K Streeter (OOBAC) |
| J Farrell (Netherhall Archers) – JFar | S Mathias (Cambridge University Bowmen) |
| I Hitchen (Cambridge University Bowmen) | J Atkinson (Cambridge University Bowmen) |
| V Bheemireddy (Cambridge University Bowmen) | R Littlechild (Cambridge University Bowmen) |

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| **1** | **Apologies for absence** |  |
|  | Sean Jacobs, Luke Tunmer, Ruth Watson. |  |
| **2.** | **Approval of last AGM minutes** |  |
|  | PW reported the minutes of the last AGM were circulated by the previous Secretary Frank Moore. JG indicated the notes were accurate with a couple of minor errors including the correction of the name Drew Carey from Ramsey Ravens to Drew Clarke and the reference to Impington & Histon Archers joining, which did not occur. JG agreed to forward the minutes to Luke Tunmer to be added to the CAA website.  To allow members time to read and approve the notes it was agreed to postpone the approval of the AGM minutes until the next EGM.  The notes of the previous EGM meeting on 27 April were approved with one correction noted on p2, the name should read James Fletcher.  Members voted to accept the notes:  For – 15  Against – 0  Abstentions - 3  Motion carried | JG  Noted  Noted |
| **3.** | **Matters arising** |  |
|  | April 27 EGM notes – no matters arising were raised. |  |

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| **4** | **Reports** |  |
|  | *Chairman’s statement*:  PW thanked all of the clubs in the county for showing support to the new committee and to those members who have taken on committee roles, especially to JG for putting the CAA accounts in good order.  PW reported a revitalised County coaching group has been formed and welcomed Steve and Gill Millward (County coaches and national judge). | Noted  Noted |
|  | *Finance: Report provided with the agenda.*  JG gave an update of the current membership. As at 26 October 2015 there are 332 senior and 89 junior members, 421 in total. Additional members from Cambridge University Bowmen are still to be included as previously agreed. The membership generates an annual income of around £733 for the County.  JG recommended additional work would be required to control expenditure, especially with regard to the County shoots. JG indicated issues have been identified with the medal purchases e.g. additional expenditure on medal cases of £6 per box. JWaters suggested medals bought in bulk may cause an increase in expenditure. JG reported the End of Season competition ran at a loss of approximately £100 due to insufficient cost control.  JG indicated any significant expenditure will be communicated to the clubs prior to the transaction taking place. Any emergency expenditure will be noted at the following EGM. JG reported the indoor and outdoor county shoots have an agreed expenditure limit. JG reported over the past 5 year period the CAA budget losses have been matched by the profit years. PW reported good financial control will be introduced with key executive officers and committee members approval required.  JG requested club secretary’s send new member details in a timely manner. | Noted  Noted  Noted  Noted |
|  | *Post holders reports* |  |
|  | *Tournament*:  PW reported on behalf of Sean Jacobs who provided a tournament report indicating a longbow shoot will take place hosted by Essex with the date to be confirmed in February 2016.  *Coaching*:  PW reported new coaching CPD opportunities have been made available. In November a Boost Archery seminar based on Archery GB’s programme is to be held in Cambridge. The details of a Disability Coaching event have been distributed to the coaching group.  PW indicated at each of the CAA Coaching group meetings a 15 minute seminar is to be included to increase learning opportunities.  No other questions were raised by members on the postholders reports. | Noted  Noted  Noted  Noted |
| **5** | **Constitutional Amendments** |  |
|  | *Change 1*  Proposed: John Gorman.  Seconded: Philip Watson.  Cambridge University Bowmen motion to allow an en-bloc fee for the club.  JG proposed the removal of ‘per senior & per junior’ from the County Constitution to allow en-bloc fees if so desired by the county clubs. JG indicated the motion brings the constitution into line with that of Archery GB. It was agreed this will add an administrative burden to the treasurer, however this burden was not deemed to be onerous.  Motion: To amend paragraph 4(b) of the constitution to read:  “Each affiliated Club shall pay a subscription to the County, such fee to be agreed at the Annual General meeting.”  *Members voted:*  For - 20  Against - 0  Abstentions - 2  Motion carried. | Noted |
|  | *Change 2*  Proposed: John Gorman  Seconded: Philip Watson  To amend paragraph 8 of the constitution to refer to the correct paragraph in G.N.A.S. Law which is 25(b) instead of 20(b).  Motion: to amend paragraph 8 of the County constitution to read:  “The Association shall award an Annual Indoor and Outdoor Championships on the result of a specified meeting, to be eligible an archer must qualify under Archery GB rules.”  *Members voted:*  For - 22  Against - 0  Abstentions - 0  Motion carried. | Noted |

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|  | *Change 3*  Proposed: James Fletcher  Seconded: John Searle  To amend the section 4 of the Constitution, referring to fees for clubs hosting a county event.  Motion: To amend paragraph 4(g) of the constitution to:  “The Association shall pay an agreed fee to the Club hosting a County event, the amount of such fee to be decided by the Executive Committee after discussion with the host club.  *Members voted:*  For - 22  Against - 0  Abstentions - 0  Motion carried. | Noted |
|  | *Change 4*  Proposed: James Fletcher  Seconded: James Curtis  To amend section 6(f) to include the position of Vice Chair.  Motion: To amend paragraph 6(f) of the constitution to read:  “A quorum requires at least 5 members. This must include 2 Officers, one being Chairman, Vice-Chairman or Secretary, and also providing at least 3 separate CAA clubs are represented.”  *Members voted:*  For - 22  Against - 0  Abstention - 0  Motion carried | Noted |
|  | *Change 5*  Proposer: James Fletcher  Seconded: Mary Watson  To add the position of Vice Chair to Section 7 of the Constitution and remove the apostrophe after days.  Motion: To amend paragraph 7 of the constitution to read:  “At any General Meeting a quorum requires, as a minimum, at least 2 Officers of the Association, one being Chairman, Vice-Chairman or Secretary, plus representatives from at least 3 separate CAA clubs. The Secretary will give each club at least fourteen days notice of any General Meeting.”  *Members voted:*  For - 22  Against - 0  Abstentions - 0  Motion carried. | Noted |
|  | *Change 6*  Addition to Section 7 and renumbering of later subsections to incorporate a mechanism for calling an Emergency General Meeting in the absence of the officers.  Members agreed the proposal should incorporate a reference to the Secretaries of 3 clubs requesting the meeting. The members agreed additional discussion was required to revise this section and a sub-committee is to be set up to discuss and resubmit the proposal. | Comm. |
| **6** | **Approval of CAA Subscriptions for 2015/16** |  |
|  | Proposed: John Gorman  Seconded: 2 members in attendance  JG reported no formal agreement of fees for 2015/16 was reached at the last AGM with junior and disabled club fees not currently matching those of Archery GB or SCAS. There would be a £39 reduction in CAA income if en-bloc fees were introduced based on current numbers for junior clubs and Cambridge University Bowmen.  It is the understanding of this meeting the fee payable would be fixed for the fee year with the decision made at the start of the year, at affiliation time, if an en-bloc fee would be applied for the membership year.  Cambridge University Bowmen reported a change to their structure to exclude beginners courses resulted in reduced figures for membership.  JG reported a small number of clubs could be due a refund on County fees:  Fenland Juniors - £5  Netherhall Tigers – £7  Netherhall Juniors – £7  OOBAC Disabled club – £16  Wisbech Grammer School – £4 to be confirmed  Motion: Members agreed to vote on all of the figures submitted in the table in Appendix B for affiliation fees:  *Members voted:*  For - 22  Against - 0  Abstention - 0  Motion carried.  JG agreed to contact all CAA clubs to advise of the new fee structure and to collate the agreements from clubs for en-bloc membership. | Noted  Noted  Noted  Noted  JG |
| **7** | **Election of Officers for the CAA** |  |
|  | PW reported no additional nominations for posts have been received and all existing post holders are willing to stand again.  Proposer: James Farrell  Seconder: John Searle  Chairman – Philip Watson  Vice-Chairman – Luke Tunmer  Treasurer – John Gorman  Secretary – James Farrell  Records Officer - James Fletcher  Child Protection Officer – Simon Matthew  Team Manager – Sean Jacobs  Tournaments Co-ordinator – vacant  PR officer – Luke Tunmer  County Coaching Officer – divided into 3 parts covered by John Searle (Coach Education), Mary Watson (Administration), Philip/Mary Watson (Archer Development).  *Members voted:*  For - 22  Against - 0  Abstentions - 0  Motion carried. |  |
| **8** | **AOB** |  |
| 8.1 | JG reported Chris Foice an ex-member of Jolly Archers, a county coach and holder of a number of County records has passed away. The funeral will take place on Thursday 29 October at 4pm at Cambridge Crematorium. | Noted |
| 8.2 | JG indicated at last committee meeting it was agreed the County did not want to maintain the cost of the archery kits, bows/arrows etc., purchased in 2014. JG has cleaned the kit and PW has donated new strings, the committee has agreed to sell the equipment to clubs. JG reported there are 5.5 bow kits (6 risers and 5 sets of limbs) and offered to send out requests to the clubs for sealed bids for the equipment. The bids are to be opened by PW and JFar. | JG  PW/JF |
| 8.3 | MW requested the minutes of the meeting to be issued in a timely manner. PW agreed to action. | PW |
| 8.4 | PW reported Parkfield have left the county and affiliated to Norfolk. No notification has been received directly. JFar indicated Parkfield are claiming the information was sent to the CAA Secretary address but due to a web error the email bounced. | Noted |
|  | The next Executive meeting will be: Monday 7 December at 7:30pm  Huntingdon Town FC. |  |

Meeting closed at: 20:57

**Minutes approved 26th June 2017**