

**Minutes of the Annual General Meeting held at Hilton Doubletree Hotel,
Coventry Ricoh Arena, CV6 6AQ at 11am on Saturday 14th October 2017**

Present:

Myra Nimmo	Chair of Board, England Athletics
Chris Jones	CEO & Board Director, England Athletics; Associate member Cambridge & Coleridge AC
Karen Neale	Non-Executive Director, England Athletics
Leshia Hawkins	Non-Executive Director, England Athletics
Neil Costello	Non-Executive Director, England Athletics; Cambridge & Coleridge AC
Peter Crawshaw	Non-Executive Director, England Athletics; Achilles Clubs; Chair of London Regional Council
Tim Soutar	Non-Executive Director, England Athletics; Blackheath & Bromley Harriers AC
Sally Hughes	Non-Executive Director, England Athletics; Achilles Club
Mike Neighbour	Chair of National Council, England Athletics; Chair Aldershot Farnham & District AC
Steve Grainger	Non-Executive Director, England Athletics
Mick Shortland	National Council, England Athletics, Stevenage & North Herts AC
Debbie Beresford	Education Coordinator, England Athletics; Manchester Harriers AC
Matt Birkett	Head of Participation, England Athletics
Jane Stewart	2017 Inspiration Coordinator, England Athletics
Dean Hardman	Head of Business Partnerships & Major Events, England Athletics; Sale Harriers
Dan Isherwood	Head of Insight & Performance Management, England Athletics; Macclesfield Harriers & AC
Jonathan Lee	Facilities & Planning Manager, England Athletics
Andrew Day	England Competitions & Teams Logistics Manager, England Athletics; Tamworth AC
Keith Reed	National Council, England Athletics; Erme Valley Harriers.
Alan Edwards	Leamington Cycling and Athletics Club
Martin Rush	Head of Coaching and Athlete Development, England Athletics; Team Bath AC
Toks Adeniji	One in a Million
Dave Lodwick	National Council, England Athletics; Roadhoggs Leicester AC
Malcolm Fletcher	South Yorkshire County AA, Yorkshire County AA, Barnsley AC
Gill Jones	Head of HR, England Athletics
Amy Weaver-Tyler	Fundraising Manager, England Athletics
Stephanie Cameron	Club Support Manager, England Athletics
Lynette Smith	Membership Services Manager, England Athletics
John Devine	Muckle LLP

The following Clubs were present by proxy: -

Liverpool Harriers
City of Norwich AC
Halifax Harriers AC
Bradford Airedale AC
Ilkley Harriers
Bingley Harriers
Skipton AC

Hallamshire Harriers
One In A Million
Settle Harriers
Horsham Blue Star Harriers
Tunbridge Wells Harriers
Shaftesbury Barnet Harriers
Serpentine RC
Ipswich Harriers
Cambridge Harriers
Tonbridge AC
Kent County AA
Braintree & District AC
Orpington Road Runners
Marshall Milton Keynes
Orion Harriers
Leighton Buzzard AC
Bromley Veterans AC
London Heathside
Petts Wood Runners
Rugby & Northampton AC
Kent AC
Lamingtons Cycling & AC
Keighley & Craven AC
Preston Harriers
Gateshead Harriers
Chislehurst Half Marathon
Kent London Athletics network
Epilepsy Action
Lincoln Wellington AC

Apologies:

Michael Davis Head of Finance and Governance, England Athletics

All were welcomed to the meeting and thanked for their attendance. The meeting was confirmed as quorate and was declared open at 1100.

The Chair acknowledged the attendance of John Devine from Muckle LLP, the Company's legal advisors.

1. Minutes of the AGM Meeting held on 15th October 2016

- The Chair confirmed that the minutes of the previous AGM had been made available on the website and hard copies were available at the meeting.
- The minutes were accepted as a true and accurate record of the meeting held on 15th October 2016.

2. Matter arising from the minutes

- No matters were raised.

3. To receive the Directors Report of the Activities of the Company during the year ended 31st March 2017 and to include a report from the Directors directly elected by the membership

- Chris Jones (**CJ**) was invited to give a presentation of the Directors Report.
- **CJ** commenced with a note of thanks to:
The volunteers without whom the sport would not exist.
Business Partners – Commercial and value in kind partnerships.
London Inspiration Programme 2017 headed by Jane Stewart.
Commonwealth Youth Games.
- The presentation to the meeting covered the organisations performance for the financial year, detailing the key metrics and main achievements for the year, the priorities and challenges for the year ahead; and a review of the strategic plan, detailing the mission, vision and strategic priorities.
- A copy of the presentation is available on the website and forms part of the minutes of the meeting.
- Neil Costello (**NC**), a member elected director, gave a report detailing:
 - i. Elected Member representation on the Board
 - ii. Reflected on the positive changes in the Organisation since 2012.
 - iii. Acknowledgement of the reduction in funding from Sport England and spoke about how the organisation works in conjunction with Government policies to promote participation in our sport.
 - iv. Clarified the need for England Athletics to fund themselves as Sport England funding cannot be guaranteed in the future dependent upon Government priorities.
 - v. NC acknowledged that England Athletics should work hard to listen, consult and act upon the need of its members and this takes on many forms.
 - vi. Inclusivity is very important in our Strategic Plan and **NC** highlighted this specifically and acknowledged the need to make athletics accessible for all as 'good athletes make good clubs' and our Clubs are the basis of our sport.

4. To receive an address from the Chairman of the National Council

- Mike Neighbour (**MN**) thanked Tony Shiret for reinvigorating the National Council by making sure our Clubs views are represented by our Councils and key points are taking forward to the Board.
- **MN** advised he had been previously a Board member of the AAA and is the Chair of AFD.
- Encouraged feedback to be provided to the Councils by our Clubs and clarified that the Regional Councils are a great opportunity to promote and cascade the programmes of work provided by England Athletics.

- Reflected on the tragic deaths of Lucy Pygott and Stacey Burrows and the overwhelming support from Seb Coe, England Athletics, the local community and all the other Clubs.
- 5. To receive a presentation of the Company's Financial Statements for the year ended 31st March 2017**
- Peter Crawshaw (**PC**) introduced himself as a Board Member and Chair of the Audit and Assurance Committee and is an active Official and Club member.
 - **PC** presented a summary of the company's financial performance as detailed in the annual financial statement for the year ending 31st March 2017.
 - Detailed the additional requirements of Sport England Governance Code (early adoption).
 - Summary of the company's financial statement is available on the England Athletics website.
- 6. To appoint the Company's Auditors for the year ended 31st March 2018 and delegate agreement of the remuneration to the Board**
- **PC** proposed Haysmacintyre to be appointed as the Company's auditors for the year end 31st March 2018.
 - Seconded by Sally Hughes.
 - The decision was agreed unanimously and remuneration delegated to the Board.
- 7. To Elect a Member Elected Director**
- The Chair clarified that one of the Board member elected Director positions term had been served and it was now incumbent on the membership to confirm their representative for the next term.
 - John Devine from Muckle explained the process to re-elect which was by closed vote and in line with the current Articles.
 - A break in the meeting for the votes to counted was taken at 1200-1205.
 - Tim Soutar stood for re-election and Toks Adeniji stood for election.
 - The Chair conveyed the results of the election and Tim Soutar was the elected Member Director.
- 8. Special Resolution – Amendment to Articles of Association**
- John Devine (**JD**) from Muckle gave a background for the need of these amendments to the Articles of Association.
 - **JD** took the published communication as read and invited questions relating to these changes.
 - Alan Edwards clarified that the changes to the Articles regarding the National and Regional Council will need potential further changes as a consequence of the ongoing review, which was acknowledged.
 - A show of hands was completed to show those in favour of the Amendment to the Articles of Association and this was agreed unanimously.

Meeting declared closed at 1210